

United States Department of the Interior
BUREAU OF LAND MANAGEMENT
Northwest Colorado District
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January 15, 2013

EMS TRANSMISSION 01/15/2013
Instruction Memorandum No. CON000-2013-001
Expires: 09/30/2014

To: Field Managers, State Fire Management Officer, Unit Fire Management Officers (FMOs), Incident Management Teams and Individuals Interested in Being on Teams

From: Associate District Manager

Subject: Northwest Colorado Team Participation and Critical Shortage Positions

Program Area: Fire and Aviation Management.

Purpose: The purpose of the Instruction Memorandum (IM) is to increase team participation in critical shortage positions and increase the successional planning with regards to incident management teams (IMTs).

Policy/Action: The District directs Agency Administrators, within NW Colorado BLM, to include these requirements in the delegation of authority to Incident Commanders (ICs) and incident management teams (IMTs).

The Northwest Colorado District wants to support fire and incident management teams. The District hosted both a Type I and Type II IMT last year and realizes the need in assisting teams especially positions where there is a critical shortage of qualified individuals. The District has worked with both Unit FMOs to help determine positions of critical shortage. They include:

Critical Shortage Positions*	
Air Operations Branch Director	Facilities Unit Leader
Air Support Group Supervisor	Food Unit Leader
Air Tactical Group Supervisor	Supply Unit Leader
Aircraft Dispatcher	Planning Section Chief
Support Dispatcher	Finance Section Chief
Logistics Section Chief	Type II Incident Commander
Ground Support Unit Leader	Type I Incident Commander
Incident Business Advisor	Buying Team Leader

***National and Regional Critical Shortage Positions may also be added to the above list**

The NW District will work with our two fire management units and field offices to help ensure high priority position shortages are identified in individual development plans. Individuals who are interested and available in these positions will be given the first opportunity to participate on fires located on NWCO District lands. Regional and national priority trainees will be given opportunity if there isn't a local trainee. Work with Kim Bang, The Regional Training Specialist, for regional and national trainee priorities.

The District asks IMTs to take a more proactive role in developing these positions. It is a common practice to use administrative determined (AD) individuals on the teams to help fill needed gaps. The District views this practice as something that needs to continue but also feels that if ADs are being used in the above critical positions then it is necessary that these ADs assist in developing trainees. To accomplish the above task, the district is requesting that for every two ADs in these critical positions, the team also furnish one trainee in one of the above mentioned positions.

The NW District proposes that IMTs may bring all twelve trainees/mentorees on a Northwest Colorado BLM incident if four of the above positions are accompanied with trainees/mentees. If there are not four trainees/mentees in these critical positions, the IMT will be limited to six trainees/mentorees outside the shortage positions.

IMTs will also be rated on how they manage trainees on their final team evaluation and the Northwest District welcomes any feedback into how this process worked or can be improved upon.

Timeframe: This IM is effective immediately.

Budget Impact: It is expected that there will be a minor short-term budget impact for possible increases in trainees. However, it is expected that in the long-term, having qualified individuals to participate on IMTs, the costs should equalize.

Background: IMTs are having difficulty obtaining qualified individuals in critical positions.

Directives Affected: None.

Coordination: This IM was coordinated between the Northwest District and the Branch of Fire and Aviation Management, CO-937.

Contact: Please contact Colt Mortenson (970)-826-5036, or Chris Farinetti (970) 257-4809, Unit FMO's, if you have any questions concerning this IM.

Signed by:
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