

2011

ANNUAL FIRE OPERATING PLAN

among the

WILDFIRE PROTECTION AGENCIES

within

CLEAR CREEK COUNTY, COLORADO

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CLEAR CREEK COUNTY ANNUAL OPERATING PLAN - 2011

The Annual Operating Plan (AOP) is a working document compiled each year by wildfire agencies participating in the Plan, and shall be attached to and considered a part of the **Interagency Cooperative Fire Protection Agreement** (see Clause #12 of the Agreement).

CHAPTER 1. PLAN APPROVAL

The parties below agree to the procedures contained in this Annual Fire Operating Plan to be effective on the dates shown through **May 1, 2012**.

DATE COLORADO STATE FOREST SERVICE
BY _____

DATE CLEAR CREEK COUNTY SHERIFF'S OFFICE
BY _____

DATE BOARD OF COUNTY COMMISSIONERS, CLEAR CREEK COUNTY
BY _____

DATE ARAPAHOE ROOSEVELT NATIONAL FOREST, USFS
BY _____

DATE CLEAR CREEK FIRE AUTHORITY (*Showing concurrence by local fire department*)
BY _____

DATE EVERGREEN FIRE PROTECTION DISTRICT (*Showing concurrence by local fire department*)
BY _____

NOTE: Copies of this approved Annual Operating Plan shall be sent by the Colorado State Forest Service (CSFS) and the Clear Creek County Sheriff's Office to: the USDA Forest Service (Clear Creek Ranger District, Arapaho-Roosevelt National Forest; Boulder Ranger District, Arapaho-Roosevelt National Forest); the USDI Bureau of Land Management, Canon City District; Evergreen Fire Protection District; and the Clear Creek Fire Authority.

CHAPTER 2. IDENTIFICATION OF THE JURISDICTIONS/PARTICIPANTS TO THE PLAN

The following participants in this AOP agree to coordinate their wildfire protection activities as outlined herein:

**Colorado State Forest Service
Clear Creek County Board of County Commissioners
Clear Creek County Sheriff
Clear Creek Fire Authority
Arapaho & Roosevelt National Forests, USDA Forest Service
Evergreen Fire Protection District**

CHAPTER 3. AUTHORITIES FOR THIS PLAN

This plan fulfills requirements for the latest "**Interagency Cooperative Fire Protection Agreement**" among the U.S. Department of Interior: Bureau of Land Management, National Park Service, Bureau of Indian Affairs, Fish and Wildlife Service; U.S. Department of Agriculture: Forest Service; and the State of Colorado: Colorado State Forest Service, and hereby becomes part of that agreement as an Attachment. **(See Attachment 2)**

Colorado Interagency Cooperative Fire Management Agreement

**BLM #1422CAA010010
USFS #01-F1-11020000-052
NPS #H1249010010
BIA #AG01M000016
FWS #14-48-60139-01-K001**

CSFS – No Agreement Number Used

This plan fulfills **Section D.1** for the "**Agreement for Cooperative Wildfire Protection**" signed May 1, 1989 between Clear Creek County and the State Board of Agriculture, and hereby becomes part of this Agreement as **Attachment 1**. **(See Attachment 1 of this AOP, Agreement for Cooperative Wildfire Protection in Clear Creek County, CSFS form #109).**

This plan fulfills **Article I.2** of the "**Emergency Fund Contract for Forest and Watershed Fire Control**" between the State of Colorado and Clear Creek County and becomes Attachment B of that agreement. **(See Attachment 3 of this AOP, Emergency Fund Contract for Forest and Watershed Fire Control, CSFS form #108).**

CHAPTER 4. PURPOSE OF THE PLAN

The purpose of this Annual Fire Operating Plan (AOP) is to set forth standard operating procedures, agreed procedures, and responsibilities to implement cooperative wildfire protection on all lands within Clear Creek County.

CHAPTER 5. DEFINITIONS AND DESCRIPTIONS

A. Clear Creek Fire Authority Organization and Relationships

The Clear Creek County Fire Authority (CCFA) is an entity created by municipalities in the County and the Clear Creek County Emergency Services General Improvement District.

CCFA is referenced in this AOP as a Fire Protection District because for practical purposes related to this AOP it operates like such a district.

B. Fire Protection Responsibilities

Fire protection zones within the county have been established as shown on the included map **(Exhibit A)**.

These zones are normally for initial attack purposes only, but an assisting agency (or fire department) may, at times, take initial attack action on wildfires located on lands under another's jurisdiction. The primary criteria for this type of initial attack is that the agency which is in the best position at the time the wildfire is reported will take the most rapid and effective action to respond. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

As mutually agreed between them, the County and fire protection districts are responsible to suppress wildfires on all State Lands within Clear Creek County. The County's responsibilities are limited to those set forth in Section 30-10-513 and 30-10-513.5 C.R.S. Within Clear Creek County, both State Land Board and State Agency-owned lands exist. State Land Board lands exist in the vicinity of Bergen Peak, inside the former Beaver Brook Watershed, east of the Mt. Evans Elk Management Area, north of Bakerville, north of Empire, and south of Downieville. State Agency-owned lands include the Colorado Division of Wildlife's Mt. Evans Elk Management Area and Bergen Peak State Wildlife Area west of Evergreen and the Georgetown Wildlife Management Area near Georgetown. These lands are shown more specifically on the included map **(Exhibit A)**.

The United States Forest Service is responsible for all management activities on National Forest lands. For this agreement, the primary role of the USFS Arapaho-Roosevelt National Forest is wildland fire management, where the protection of human life is the overriding priority. Setting subsequent priorities will be based on the values to be protected, human health and safety, and the cost of protection. The USFS Arapaho-Roosevelt National Forest will serve in a support role during structural fire protection operations and may assist in exterior structure protection measures where wildfires threaten improvements or where structure fires threaten wildland natural resources.

Local CSFS personnel will respond as needed and available to wildfires on or within two miles of State lands when called by Clear Creek County. This activity is to offset suppression costs incurred by the County on State Land. Such response will be at no cost to the County, except as provided for by other agreements. CSFS personnel will respond to these requests to provide overhead (management) and Unified Command support functions.

C. Mutual Aid

1. MUTUAL AID

Assistance provided by a supporting Agency or Fire Protection District at no cost to the jurisdictional (protecting) Agency. Supporting Agencies will, upon request (or may voluntarily) take initial attack action in support of the Jurisdictional Agency. It shall be the responsibility of the Agency performing initial attack to notify jurisdictional Agencies if those lands are involved or threatened. The jurisdictional Agency will not be required to

reimburse the supporting Agency for costs incurred for the duration of the Mutual Aid Period, unless other arrangements are agreed upon.

2. MUTUAL AID OPERATIONAL PERIOD

For all initial attack activities, each agency will assume responsibility for its own expenses during the Mutual Aid Period. The Mutual Aid Period will expire at: 2400 hours of the first day of an incident; or 12 hours measured from the initial dispatch, tone, or report of a fire to a Dispatch Center; whichever occurs first.

The Mutual Aid period may extend past these limits if all jurisdictional agencies agree at the time of the incident, or if **other payment arrangements are agreed upon by the involved agencies for a particular fire. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies, and unless otherwise covered under Wildfire Emergency Response Fund (WERF) (See attachment 4 of this AOP) . CSFS must be notified of WERF activation.**

3. OBLIGATION UNDER MUTUAL AID

It is understood that no supporting Agency or Fire Protection District will be required to assist, or expected to commit resources to a jurisdictional Agency, which may jeopardize the security of lands under protection of the supporting Agency or Fire Protection District.

D. Mutual Aid Move-up and Cover Facilities

Move-up and cover facilities have not been predetermined; however, the mechanism is in place for fire protection districts, municipal departments and volunteer fire departments to cover each other through: the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" for Clear Creek County signed by the participant fire departments (Attachment 5); the "Intergovernmental Agreement for Mutual Aid between Clear Creek Fire Authority and Evergreen FPD" (Attachment 6) [Currently In Process]; Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office (Attachment 7) and the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and Clear Creek County Sheriff's Office" (Attachment 8); or any successor agreements as signed by the parties.

E. Special Management Considerations

1. National Forest Wilderness Areas – Management Strategies

Cooperator resources responding to a fire within the Mount Evans Wilderness Area and James Peak Wilderness Area should proceed as normal and employ strategies and tactics to manage the fire by the most effective, efficient and safest means possible with the protection of human life as the overriding priority. The IC of such fires should immediately contact the USFS Arapaho-Roosevelt National Forest Duty Officer, per standard notification procedures outlined in Chapter 9, Section D. Managers will use the Wildfire Decision Support System (WFDSS), to guide and document their management decisions in response to a wildland fire. Wildland fires can be managed for more than one objective and objectives can change as fire spreads across the landscape, according to Federal Wildland Fire Management Policy (2009).

Use of any **mechanized** equipment such as chainsaws, motorized vehicles, helicopters, and aircraft, will not be permitted on wilderness area lands within National Forest System without the expressed approval of the USFS Arapaho-Roosevelt National Forest.

2. Other Special Management Area Considerations

Use of mechanized, earthmoving equipment such as bulldozers, graders, etc., will not be permitted on the following lands without the expressed approval of the appropriate agencies (shown in parentheses):

- All National Forest and BLM lands (USFS Arapaho-Roosevelt National Forest)
- Denver Mountain Parks (CSFS)

Aerial application of aerial retardant will be restricted within 600 feet distance of designated waterways within National Forest System lands (Retardant Exclusion Zones Map - **Exhibit F-10**) that have critical habitat for cutthroat trout. Aerial application of fire retardant will be restricted within 300 feet distance of all other streams within National Forest System lands.

The Colorado State Forest Service must be notified as soon as practical of all wildfires occurring on lands belonging to Denver Mountain Parks. The initial attack agency must do this in order to receive reimbursement for fire-fighting costs (as outlined in Chapter 13).

F. Responsibility for Non-Wildland Fire Emergencies

Non-wildland fire emergencies are the responsibility of the jurisdictional agency, whether this is a fire protection district, municipality, county, state or federal government.

G. Repair of Wildfire Suppression Damage

Repair of wildfire suppression damage is the responsibility of the jurisdictional agency, unless otherwise agreed to by the unified command at the time of fire close out.

NOTE: The State Emergency Fire Fund (EFF) is not a rehabilitation fund. Wildfire rehabilitation may be authorized by the CSFS Line Officer only when part of the Incident Action Plan during the EFF period.

CHAPTER 6. FIRE PROTECTION RESOURCE LIST

Wildland firefighting resources in Clear Creek are developing and subject to frequent change. Contact the appropriate agency as shown in item E for current information desired for items "A" through "D" below.

- A. Kind (by ICS type)**
- B. Location**
- C. Anticipated Availability Period**
- D. Staffing Levels**
- E. Contact Points and Names**

List of Identifiers for local agencies is located in **Exhibits I and J** of this AOP.

Federal Agency Resources (not including Military):

Fort Collins Interagency Dispatch Center (referred to as **FTC** in this plan): 970-295-6800.

FTC maintains a list of resources currently available through the Interagency Dispatch System.

CSFS Fire Resources:

Golden Fire Duty Officer: Office 303 -279-9757; Fire Line 303-279-2011; Pager 303-855-0119:
or 303-855-0118

Clear Creek County Resources (*with the exception of those listed below*):

Clear Creek County Sheriff's Office Dispatch: 303-679-2393 or 303-679-2394

Evergreen Fire Protection District Resources (*may also be contacted through Clear Creek County Sheriff's Office Dispatch*):

Dispatch Office: 303-674-2323; Emergency: 303-674-3411

CHAPTER 7. PROTECTION AREAS

A. Jurisdictional Agency, Protection Unit, County Boundary, Area of Responsibility and Other Plan Needs

The Arapaho-Roosevelt National Forest maps (**Exhibit B**), and the Clear Creek County Fire District Map (Exhibit A), are used to show jurisdictional boundaries for the purpose of this plan.

The Clear Creek Fire Authority (CCFA) shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, outside of the Evergreen FPD. The CCFA may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office as shown in Attachment 7 of this AOP. Private land will be considered to mean all non-governmental owned land.

The Evergreen FPD shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, inside of its jurisdictional boundaries. The Evergreen FPD may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Intergovernmental Agreement for Mutual Aid between Evergreen FPD and the Clear Creek County Sheriff's Office as shown in Attachment 8 of this AOP. Private land will be considered to mean all non-governmental owned land.

Fire Protection Districts have primary responsibility for controlling wildfires in their jurisdictions. The Clear Creek County Sheriff has primary responsibility for coordination of all fire suppression efforts occurring in the unincorporated areas of the county outside of a fire district, or wildfires that exceed the capabilities of a fire protection district. Federal agencies are ultimately responsible for fire control on their lands within Clear Creek County.

1. SPECIAL MANAGEMENT AREAS (CSFS)

When a wildfire occurs on lands owned by Denver (Denver Mountain Parks), the CSFS-Golden Fire Duty Officer (FDO) **must** be notified. The CSFS FDO will respond, at their discretion, to serve as the landowner's representative on the incident and to facilitate reimbursement. CSFS will not take over the wildfire unless requested by the jurisdictional agency. Agencies responsible for suppression of fires occurring on these lands have been predetermined and agreed upon prior to the start of each fire season.

2. USDA FOREST SERVICE LANDS

Within Clear Creek County, the Clear Creek Ranger District, Arapaho-Roosevelt National Forest, will be responsible for coordinating fire suppression on all wildfires clearly within or threatening National Forest System lands. This includes that portion of the Pike National Forest falling within Clear Creek County. Initial attack for wildfires on or threatening, within two miles of National Forest System lands will be conducted by USFS Arapaho-Roosevelt National Forest, Clear Creek County resources, or Evergreen FPD according to the procedures outlined in Section 9 of this AOP. To dispatch initial attack resources from the USFS Arapaho-Roosevelt National Forest, contact Fort Collins Dispatch Center (**FTC**) at 970-295-6800; or South Zone FMO Will Briggs at 303-541-2520 (o), 303-461-9393 (p), 303-956-2465 (c); or South Zone AFMO Dave Buchanan at 303-441-3851 x 5962(p),303-266-6741(p),303-506-7659(c).

B. Fire Protection Facilities by Agency and Location

The locations of Fire Protection facilities are shown in **Exhibit C**.

C. Direct Protection Areas

•Not Applicable in Clear Creek County.

D. Mutual Aid Dispatch Areas

Mutual Aid Dispatch will occur as requested by the responding agencies as covered through: the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" for Clear Creek County signed by the participant fire departments (Attachment 5); the "Intergovernmental Agreement for Mutual Aid between Clear Creek Fire Authority and Evergreen FPD" (Attachment 6)[Currently In Process]; Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office (Attachment 7); and the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and Clear Creek County Sheriff's Office" (Attachment 8) ; or any successor agreements as signed by the parties.

E. Special Management Consideration Areas

When a wildfire occurs on lands owned by Denver (Denver Mountain Parks), the CSFS-Golden Fire Duty Officer **must** be notified. This officer will respond, at his discretion, to serve as the landowner's representative on the incident and to facilitate reimbursement. CSFS will not take over the wildfire unless requested by the jurisdictional agency. Agencies responsible for suppression of fires occurring on these lands have been predetermined and agreed upon prior to the start of each fire season.

F. Date Effective

Fire district boundaries (**Exhibit A**) and station locations (**Exhibit C**) will be the most current information available. Clear Creek County's Geographic Information Systems Department will update these maps, as requested by the Sheriff's Office, for inclusion in this AOP. The USDA Forest Service will annually provide copies of the most current National Forest maps and land ownership patterns for inclusion in this AOP.

CHAPTER 8. FIRE READINESS

A. Fire Planning

1. PRE-SUPPRESSION ANALYSIS PLANS

Pre-attack plans are being developed on a case-by-case basis for individual subdivisions within Clear Creek County. The CSFS and responsible fire departments work cooperatively to prepare and update these plans as appropriate. These plans are on file with the fire departments and the Clear Creek County Office of Emergency Management.

2. TRIGGER POINTS FOR INCREASE/DECREASE IN STAFFING/ ACTION

The Fort Collins Interagency Dispatch Center (FTC) obtains daily forest fire danger ratings and staffing/action class predictions. Fire danger and weather information can be obtained through the following Internet Website:

http://gacc.nifc.gov/rmcc/dispatch_centers/r2ftc/DidxFindForm_jsp.htm

Cooperators without Internet access can request this information be faxed to them by contacting FTC at (970) 295-6800. This information is regional in nature (covering the entire northern Front Range in the case of Clear Creek County) and based upon fire monitoring occurring mostly outside the county boundaries.

Fire Danger Ratings are transmitted by the USFS Arapaho-Roosevelt National Forest over its direct radio channel at approximately 4:00 pm daily. Fire Weather Forecasts are broadcast at approximately 10:00 am daily. The availability of local wildland fire resources (see Chapter 10) are broadcast at approximately 10:00 am daily.

For the purposes of informing the public NFDRS adjective classes will be used as follows: Low; Moderate; High; Very High; and Extreme.

a. FIRE DANGER RATINGS AND EXPECTED FIRE BEHAVIOR:

* LOW - Fires do not start readily from most accidental causes, though many lightning fires may start in some areas during low-danger periods. Fires which do start generally spread slowly, and there is little tendency to "spot". They often do not burn clean, but spread in irregular fingers.

* MODERATE - Fires can start from most accidental causes, but the number of starts is generally low. The rate of spread of fires is moderate; heavy concentrations of fuel will burn hot, and there may be some spotting. Control of fires under these conditions usually presents no special problems.

* HIGH - Fires will start easily from most causes. Fires will burn hot, spread rapidly, and will spot readily. Control of fires may become difficult, unless there is aggressive initial attack while they are small.

* VERY HIGH - Fires start easily from most causes. Fires will develop fast and can be spread rapidly with considerable spotting. Direct attack on the head of the fire may not be possible. Control may be difficult if initial attack is not successful.

* EXTREME - Fires start easily from all causes and may be started by unusual or unexpected causes. Fires burn intensely and spread rapidly. Direct attack is rarely possible except when fires are still small. The running heads of large fires are usually uncontrollable while the extreme danger period lasts and most effective control work must be confined to the flanks of the fires and to well-planned strategy.

* RED FLAG WARNING - This warning is issued by the National Weather Service when short-term weather conditions are predicted that will cause erratic fire behavior. These conditions include very low humidity, high winds, and "dry" lightning activity. Initial attack may require additional or air support under these conditions. Red Flag Warnings may be preceded by "Fire Weather Watches" that are also issued by the National Weather Service.

3. PREVENTION PLANS

The Colorado State Forest Service is available to assist Clear Creek County and individual fire departments in developing wildfire prevention and mitigation measures. CSFS can dedicate professional staff as "Mitigation Coordinators" to these tasks if funding can be provided from local sources. These positions are often used to develop an annual public education plan for wildfire mitigation and prevention, as well as coordination of these activities with local fire departments.

4. PRESCRIBED FIRE PLANS

The USFS Arapaho-Roosevelt National Forest, BLM, CSFS and all other land management agencies (and fire departments) agree to cooperate in the development and implementation of prescribed burning programs and projects. Agencies and fire departments conducting prescribed fire activities will report their prescribed fire activities to the Sheriff's Office dispatch, FTC, the fire protection district within which the fire is occurring, and to each other. In addition, the Sheriff will maintain a record of all controlled burning activities occurring on private lands. Each agency or department will be responsible for obtaining any burn permit necessary at the county, state, or federal levels for their individual burns. Fire departments should also inform the CSFS if they are conducting prescribed burn activities.

Wildfires resulting from escaped prescribed fires ignited by a party to this Agreement on lands that it manages shall be the responsibility of that party. The party responsible for the prescribed fire will reimburse other parties to this Agreement consistent with the terms and conditions contained herein, for costs incurred in suppression of such wildfires.

If parties to this Agreement conduct a cooperative prescribed fire, details covering cost sharing, reimbursement, and responsibility for suppression costs, should it escape, shall be agreed upon and documented in the burn plan. Burn plans will be prepared using **CSFS Form # 170 - Prescribed Burn Plan (Exhibit N)**, or a cooperating agency's equivalent format.

A party may take appropriate suppression action when lands under its protection are involved in or threatened by the escaped wildfire. Such suppression action may be taken on its own initiative or at the request of the responsible party. A party may take appropriate suppression action, at the request of the responsible party, when lands under its protection jurisdiction are not involved in or threatened by the wildfire.

B. Wildfire Training Needs and Coordination

Each agency shall be responsible for the training of its own personnel; however, cooperating agencies will advise each other of planned training sessions and issue invitations to participate. All agencies and fire departments are encouraged to utilize all available avenues for wildland fire training, be it from federal, state, or local agencies.

Safety of personnel involved in an incident is critical. Therefore, it is the stated goal of the participating agencies in this AOP to have all personnel that may be involved in suppressing wildland fires meet the current NWCG standards for their position. At a minimum, all wildland firefighters (FFT2) should meet the following minimum standards: training in the accepted standard wildland curriculum of Basic Wildland Fire Operations (S-130) and Basic Wildland Fire Behavior (S-190); completion of the Annual Fireline Safety Refresher (RT-130); and an annual passing grade level at the "Arduous" physical fitness level.

Each Agency or Department will be responsible for providing Personal Protective Equipment (PPE) for their personnel. Recommended items include: hardhat, eye protection, Nomex shirt and trousers or NFPA 1977 flame resistant equivalent, leather gloves, minimum 8 inch high leather boots with lug soles and a fire shelter. However, cooperating agencies may assist by supplying specific equipment needs for an individual incident. It is understood that suppression forces operating on **Federal lands** must be equipped with personal protective equipment (PPE), and for **any work beyond the mutual aid period must be certified for wildland fire suppression (Red Carded), as specified in the current Federal policy.**

1. REGIONAL WILDLAND FIRE TRAINING

Wildland fire training is available at the local, regional and state levels. The CSFS and USFS Arapaho-Roosevelt National Forest assist counties and local fire departments in planning and executing wildland fire training. The Jefferson County Fire Council and CSFS-Golden District sponsor an annual schedule of wildland fire training that is open to any interested wildland firefighters. Wildland fire training is also available annually in the region (Colorado), through: the Colorado Wildfire Academy; Great Plains Wildfire College; and other county level training programs, such as Boulder County. Contact the CSFS-Golden District office for the most current lists of wildland fire training available within the region.

2. INTERAGENCY WILDLAND FIRE QUALIFICATION CARDS (RED CARDS)

Wildland fire qualification cards ("red cards") will be generated by the local agencies for their firefighters, and each agency will be responsible for verifying that its personnel meet NWCG guidelines for wildland fire positions. The CSFS-Golden District will work with local cooperators to ensure that NWCG standards are met for S - and I - series classes offered by these cooperators.

C. Inspection Schedules for Fire Equipment

All CSFS State Agreement engines placed with local cooperators will be inspected annually by the CSFS - Golden District to ensure maintenance, proper use, and road worthiness. The jurisdictional agencies will be responsible for inspection of Volunteer Fire Department, Fire Protection District, municipal department and county engines prior to, or during, their use on wildland incidents on their lands.

All CSFS and cooperator engines subject to interagency fire use will be inspected, both engine and equipment, to ensure use and road worthiness.

Local fire department mechanics that are certified through interagency courses may be also be utilized for fire equipment inspections by CSFS and USFS Arapaho-Roosevelt National Forest.

CHAPTER 9. WILDFIRE SUPPRESSION PROCEDURES

A. Incident Command System Use

The Incident Command System (ICS) will be utilized on all fires. ICS is a standardized method of managing emergency incidents. It manages small, routine daily incidents as well as large, complex, multi-jurisdictional disasters. It is based upon:

- **Common organizational structure**
- **Common terminology**
- **Common operating procedures**
- **Known qualifications of emergency personnel**

Because ICS reduces confusion and uncertainty in the early phases of an incident, it increases the efficiency and effectiveness of fire protection and suppression actions. All incidents will be managed through the Incident Command System, according to the current NIMS policy.

With ICS, transition from a routine incident to a major emergency is orderly and requires a minimum of adjustment for any agency. In its largest application, it may include several thousand people without compromising effective supervision. ICS does not infringe on the routine, daily responsibilities or authority given each agency by statute. But, if a transfer of authority is necessary as conditions change, ICS eases the transition since organizational structure and lines of authority are clearly identified. Because the potential always exists that a fire may escape initial attack and grow to the point that a local, state, or interagency management team may be needed, Clear Creek County plans to use ICS to ease the transfer of authority and control of the incident. A full ICS incident organizational chart is shown at the end of this section.

Fire Protection Districts have primary responsibility for controlling wildfires in their jurisdictions. The Clear Creek County Sheriff has primary responsibility for coordination of all fire suppression efforts occurring in the unincorporated area of the county, or wildfires that exceed the capabilities of the fire protection district. The Clear Creek County Sheriff shall designate an Incident Management Team on all wildfires that exceed the capabilities of the fire protection district.

Incident Command System positions on large or complex incidents may be filled with resources from outside Clear Creek County. Incident Management Teams (IMT's) may be ordered to manage an incident, according to the incident complexity and needs, and as more fully described below. All Clear Creek County requests for IMT's should start through the Clear Creek County Sheriff's Office Dispatch Center.

1. UNIFIED COMMAND

The cooperating agencies for this Plan will utilize a Unified Command structure on all incidents where more than one agency or jurisdiction is involved. The Unified Command structure will include one representative from each agency or jurisdiction responsible for the incident or the lands involved.

2. INCIDENT MANAGEMENT TEAMS (IMT's)

For the initial phases of a developing incident, the Clear Creek County IMT (local, type 4) may be requested. Clear Creek County Sheriff's Office is identifying and organizing a cadre of IMT members from local agencies to form this IMT. This local IMT will be requested through Clear Creek County Sheriff's Office Dispatch Center.

A Type 3 (local, extended attack) IMT is organized and dispatched for the Northern Front Range through Fort Collins Interagency Dispatch Center (FTC). This cadre is staffed by NWCG qualified personnel at the Type 3 level from federal, state, and county agencies in the FTC zone. This IMT is available to assist all jurisdictional agencies within the FTC zone, and is available to staff an incident for up to 7 days. The Type 3 IMT can be used to handle the coordination of medium-sized incidents, or to serve as an interim team on larger incidents before a Type 2 or Type 1 IMT can assume management duties. The Standard Operating Procedures for the Northern Front Range IMT3 are included in this AOP as **Exhibit L**.

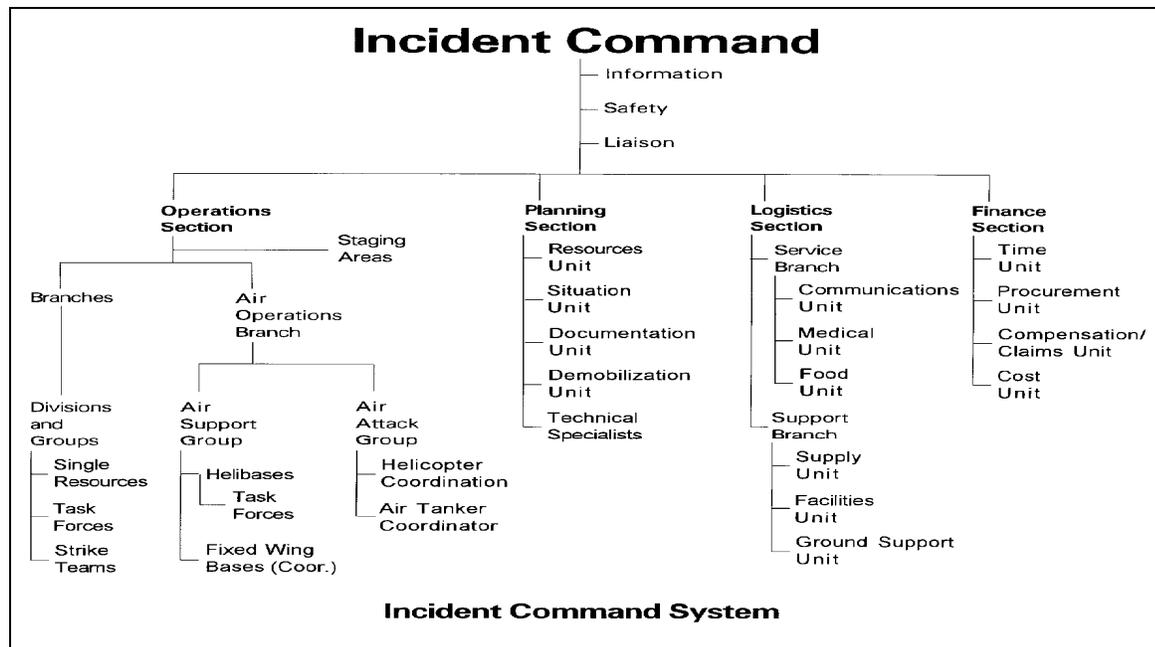
For incidents that exceed the capability of Type 4 or Type 3 IMT's, the Rocky Mountain Coordinating Group maintains one Type 1 (National) IMT and two Type 2 (Regional) IMT's through the Rocky Mountain Area Coordination Center (RMACC). If the Type 1 and Type 2 IMT's are not available within the area, then requests will be filled through the National Interagency Coordination Center (NICC). All Clear Creek County requests for Type 2 or Type 1 IMT's must be placed through FTC.

3. ICS FORMS AND INCIDENT DOCUMENTATION

All parties to this plan agree to utilize the appropriate ICS forms (**Exhibit V-4**) to document their responses to wildfires in Clear Creek County. These parties agree that the use of ICS forms will reduce confusion and uncertainty in the early phases of an incident, and increase the efficiency and effectiveness of fire protection and suppression actions. The parties support the use of ICS forms to assist with the transition from a routine incident to a major emergency in an orderly manner, or if transfer of authority becomes necessary as conditions change, as the incident organizational structure and lines of authority will be clearly identified.

The parties to this plan agree that **at a minimum, initial attack efforts for all wildfires within Clear Creek County will be documented by the incident commander on an Initial Attack Size-Up Form** (as shown in **Exhibit V-1**). All responding agencies will use this form for initial attack to meet the operational constraints and requirements of the USFS Arapaho-Roosevelt National Forest, information needs for all dispatch centers and jurisdictional agencies, and to facilitate the transfer of incident command between any agencies.

4. ICS INCIDENT ORGANIZATIONAL CHART



5. NWCG FIRE TYPES

In Colorado, NWCG fire type numbers are used to describe the degree of mobilization occurring in response to fire situations. Dispatchers and/or on-scene commanders are responsible to announce various types as the incident complexity changes.

Fire types are a numerical classification system of ranging from 1 to 5, used to quickly describe an incident and predetermine necessary dispatch and support actions. Size and complexity of each incident determines its type. The principal jurisdictional agency has responsibility for identifying each incident's type. Incident Commanders will ensure that types are communicated to the jurisdictional Dispatch Center, and to assisting and cooperating agencies en route to the incident.

Fire types:

- describe suppression activities so needed support can be activated;
- guide central dispatchers to take action or make choices outlined for each mode;
- identify key changes in a situation;
- describe the entire county (or counties) situation for multiple fires/incidents.

6. CLEAR CREEK COUNTY FIRE TYPES AND RESPONSE PLANS

These fire response plans apply to wildfires that are the jurisdiction of the local fire protection districts or the Clear Creek County Sheriff's Office. Fire responses on Federal lands will be designated by the jurisdictional agency, and directed by that agency's representatives.

No type: Routine fire operations within city or town boundaries, or a routine structural response within a rural fire protection district. The preplanned fire agency response is adequate; there is no significant impact on local resources, and no back-up alerting of State or Federal resources is required.

- Type 5:** Routine **wildland** emergency response. No significant impact on local resources. No alerting of back-up elements is necessary. Normally involves only one agency but may require minimum cooperation or support from another response agency. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives. The IC should establish a command post so communications and coordination between the IC and assisting or cooperating agencies can be established. Requirements for additional resources are channeled through the IC. **The Emergency Operations Center (EOC) is not activated.**
- Type 4:** Routine wildland emergency which exceeds the capacities of on-scene personnel and equipment, involves multiple response agencies, and requires mutual aid support and preliminary alerting of County and State resources. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives. The ICS is implemented and the IC will establish an Incident Command Post (ICP). **Decision made whether or not to activate the EOC.** Requirements for additional resources are channeled through the IC, to the EOC, if it is activated, or to each individual agency. **The FTC Type 3 IMT may be notified of potential need at the incident. CSFS FDO notified of incident and potential need for further state assistance.**
- Type 3:** Magnitude of the incident exceeds the capabilities of routinely available mutual aid and requires **full mobilization of county resources.** The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.
ICP is established. EOC is activated.
If the jurisdictional agency requests the Sheriff to take control of the wildfire, an Incident Management Team is designated and will coordinate with the Incident Commander. The FTC Type 3 IMT is requested, with possible transition to a State or Interagency IMT. CSFS FDO is requested. CSFS State Office is notified of potential Emergency Fire Fund Fire situation, and information for the EFF Analysis Form, CSFS FORM #108A, is collected (See Exhibit P). CSFS Line Officer notified of potential need to respond to the incident.
- Type 2/1:** **Situation exceeds available county resources** and requires substantial mobilization of out-of-county, State and/or Federal resources. **The jurisdictional agency requests the Sheriff to take control of the wildfire. ICP established. EOC is activated. ICS is fully implemented. The FTC Type III IMT is requested, with likely transition to a State or Interagency IMT. CSFS FDO is requested. CSFS State Office is notified of imminent Emergency Fire Fund request; EFF Analysis Form information is provided. CSFS Line Officer requested to the incident.**

B. Detection

Aerial detection flights should be coordinated by FTC. All agencies will cooperate in taking smoke reports from any source and obtaining as much information as possible from the reporting party and passing it along to the appropriate jurisdictional agency.

C. Local Mobilization Guides

The Clear Creek Ranger District, Arapaho-Roosevelt National Forest, and FTC, maintain contractor lists for services. These information sources may be useful to the county for obtaining government and private sector wildland fire resources.

Clear Creek County Office of Emergency Management has contractor lists for services (through its Emergency Operations Plan). This office should be contacted for aid in obtaining a variety of emergency resources. The contact numbers are 303-679-2320, or through the Clear Creek County Sheriff's Office Dispatch (303)-679-2393.

D. Notification About Wildfires

The responsible jurisdiction must be notified of wildfires on or threatening its lands as soon as possible after the arrival of initial attack forces. **Notification of the jurisdictional agency will be made by the Dispatch Center handling the initial attack fire forces.**

NOTE: The Colorado State Forest Service must be notified as soon as practical of all fires occurring on lands belonging to Denver Mountain Parks. The initial attack agency must do this in order to receive reimbursement for fire-fighting costs (as outlined in Chapter 13). The USFS Arapaho-Roosevelt National Forest must be notified as soon as practical of all fires on or threatening National Forest System lands.

1. FIRE CAUSE AND ORIGIN

Although an assisting agency may have a fire extinguished upon arrival of the jurisdictional agency's forces, the jurisdictional agency should discuss the fire with the assisting agency to aid in the investigation and take steps to: **(See Exhibit T)**

*preserve the point of origin

*preserve all clues that may relate to the cause

*note all traffic leaving the area as they arrive, to include vehicle descriptions and license numbers

E. Mutual Aid Dispatch Areas

Fire protection districts exist within Clear Creek County as shown in **Exhibit A**. These zones are normally considered in determining jurisdictional and operational responsibility for all emergency responses - however, an assisting agency may, at times, take initial attack action on fires located on lands under another agency's jurisdiction. The primary criteria for this type of initial attack, is that the agency which is in the best position at the time the fire is reported, should take the most rapid and effective action. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

It shall be the responsibility of the jurisdictional agency to acquire and dispatch any needed replacements to relieve initial attack crews of assisting agencies at the earliest practical time after their arrival on the fire.

Once assisting and jurisdictional crews have a fire controlled, it shall be mutually agreed as to what additional mop-up and patrol is necessary, and when assisting agencies will leave the fire.

1. FEDERAL RESPONSE ZONE

Within Clear Creek County, there are areas of intermingled Federal and private lands. Within this area of intermingled lands, plus any lands within two miles of the accepted Federal land boundary, the responding agency will inform the appropriate jurisdictional agency of reported fires. A representative of that agency will respond to fires threatening their lands, or as requested by the initial attack agency. This zone will be called the **Federal Response Zone**.

Unless it is clearly and mutually understood that one agency will promptly attack and follow through on all necessary actions within a specific area, it shall be agreed in policy that all attack agencies shall send forces promptly to start suppression action on all fires within the **Federal Response Zone**. It shall be the responsibility of the agency making the initial attack to notify other agencies if their lands are involved or threatened.

For fires within the **Federal Response Zone**, each agency will assume responsibility for its own expenses during the Mutual Aid Period **unless other payment arrangements are agreed upon by the involved agencies for a particular fire. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies.** If after being notified, the jurisdictional agency is unable to respond to the fire, then the assisting agency may request reimbursement for **all** costs incurred for suppressing the fire.

Each agency may make its manpower and equipment available upon request to other agencies for fires **not** meeting the **Federal Response Zone** fire protection criteria. For such fires, the jurisdictional agency may reimburse the assisting agency for costs, subject to all agreements concerning mutual aid or other applicable standards. It is understood however, that no agency will be required or expected to commit its forces to assisting another agency to the extent of jeopardizing the security of its own lands.

2. BOUNDARY FIRES

A fire burning on or adjacent to a known or questionable protection boundary will be the initial attack responsibility of the protecting Agencies on either side of the boundary. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives. Fires occurring in areas where structures are located near and in areas of multiple jurisdictions can cause significant safety as well as financial concerns. The Agencies agree that public and firefighter safety are the first priority. The Agencies agree to coordinate suppression management through the use of a *Unified Command* or with *Delegations of Authority* from all jurisdictions to an agreed Incident Commander. The initial attack Incident Commanders of the involved Agencies shall mutually agree upon fire suppression objectives, strategy, and the commitment and funding of Agency suppression resources. When a fire burns on both sides of a protection boundary or threatens another jurisdiction, and is beyond the mutual aid period, a cost share agreement shall be prepared and approved by the Agency Administrator or their designee.

3. CLEAR CREEK COUNTY RESOURCES

For wildfires which fall within the Clear Creek Fire Authority's boundaries (and outside of the Evergreen Fire Protection District and USFS Arapaho-Roosevelt National Forest ownership), the Clear Creek Sheriff's Office wildland crew ("Marmot Crew") and equipment may be requested to assist Clear Creek Fire Authority resources as soon as feasible. The CCFA may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office as shown in Attachment 7 of this AOP. Private land will be considered to mean all non-governmental owned land.

4. **EVERGREEN FIRE PROTECTION DISTRICT RESOURCES**

The Evergreen FPD shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, inside of its jurisdictional boundaries. The Evergreen FPD may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and the Clear Creek County Sheriff's Office" as shown in Attachment 8 of this AOP. Private land will be considered to mean all non-governmental owned land.

F. **Initial Attack Dispatch Levels and Their Determination**

The following wildland fire response guide provides assistance to the participating agencies under this AOP for planning and executing initial attack responses, unless other response guidelines are developed by each agency.

NFDRS ADJECTIVE	INITIAL RESPONSE - ENGINES	INITIAL RESPONSE FIREFIGHTERS
LOW	1 engine	3 persons with tools
MODERATE	1 engine	3 persons with tools
HIGH	1 engine	5 persons with tools
VERY HIGH	1 engine	8 persons with tools
EXTREME	2 engines; or 1 engine and 1 water tender	12 persons with tools

Initial response agencies should dispatch those forces it deems appropriate for the place and conditions of the wildfire. Response forces should be further adjusted from the scene as warranted by the initial attack incident commander. Actual response will consider values at risk, actual fire behavior, and the proficiency of the firefighting force.

1. **CLEAR CREEK COUNTY RESOURCES**

For wildfires which fall within the Clear Creek Fire Authority's boundaries (and outside of the Evergreen Fire Protection District and USFS Arapaho-Roosevelt National Forest ownership), the Clear Creek Sheriff's Office wildland crew ("Marmot Crew") and equipment may be requested to assist Clear Creek Fire Authority resources as soon as feasible. The CCFA may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office as shown in Attachment 7 of this AOP. Private land will be considered to mean all non-governmental owned land.

2. **EVERGREEN FPD RESOURCES**

The Evergreen FPD shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, inside of its jurisdictional boundaries. The Evergreen FPD may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and the Clear Creek County Sheriff's Office" as shown in Attachment 8 of this AOP. Private land will be considered to mean all non-governmental owned land.

3. FEDERAL LANDS

It is understood that suppression forces operating on **Federal lands** should possess documentation of qualifications (incident qualification card, red card, or records) issued by their host or employing Agency, Fire Protection District or Department, and should meet the minimum standards set forth in the most current version of NWCG PMS 310-1, *Wildland and Prescribed Fire Qualification System Guide*. All personnel not meeting these standards (during the initial attack period or into extended attack periods) will clear the incident once: the jurisdictional Federal agency takes control of the incident; properly qualified personnel are available as replacements; or the Incident Commander determines that the personnel cannot be utilized in an appropriate fashion on the incident, per **current wildland fire Federal policy**.

G. Dispatching and Resource Order Process

All requests for, and dispatches of, resources should utilize both local and interagency mobilization guides. Additional dispatch procedures for engines and air resources are found in **Exhibit E** of this AOP. A list of identifiers for local agencies is located in **Exhibit I** of this AOP.

During periods of multiple wildfires along the northern Front Range, the utilization and assignment of interagency resources will be coordinated by the Fort Collins Dispatch Center Multi-Agency Coordination Group (“MAC Group”). Procedures for the MAC Group are included in **Exhibit K** of this AOP. The Clear Creek Sheriff will serve (or have a representative) on the MAC Group for decisions about which incident(s) in Clear Creek County will receive resources.

Assistance requests for Clear Creek County wildland fire resources will be made by local cooperators through the Sheriff’s Office. Requests for Clear Creek County fire resources not coming from **local cooperators** should be made through Fort Collins Interagency Dispatch Center (FTC), and will be subject to the approval of the Sheriff’s Office (also representing the Board of County Commissioners), unless inter-county agreements are already in existence. The CSFS FDO will be notified of all such requests as soon as possible.

County requests for Federal fire forces **other than local initial attack resources** will be made by those persons authorized (see Chapter 9, Section G, Number 1 for County agents). Such requests will be routed through FTC. The CSFS FDO will be notified of all such requests as soon as possible.

Requests for State Agency assistance, **other than CSFS-Golden District support**, will be made through the Colorado State Forest Service by contacting the CSFS-Golden FDO or FTC.

When CSFS and USFS Arapaho-Roosevelt National Forest local resources are involved in wildfire suppression activities on State and private lands in Clear Creek County, they will notify FTC. CSFS resources will also notify their State Office Fire Duty Officer.

On wildfires for which Clear Creek County or Evergreen FPD assumes charge or assists in suppression, CSFS will provide technical assistance upon the County’s request. This technical support may include suppression, logistics, planning, finance and administration, and other necessary duties, including fire weather forecast information and interpretation. Such requests should be made through the Sheriff’s Dispatch to the CSFS-Golden FDO.

Any agency within Clear Creek County may order interagency wildland fire resources as needed or desired. All orders will be processed immediately by the appropriate dispatch center – for Clear Creek County and Evergreen FPD, all orders will go through either the Sheriff’s Office Dispatch or directly to FTC (when directly supporting an incident); for USFS Arapaho-Roosevelt National Forest and CSFS, all orders will go directly to FTC. Under the Wildland Emergency Response Fund (WERF), any sheriff, municipal fire department, or fire protection district may order an interagency handcrew for initial attack of any wildfire, as described in Section M below, and subject to the terms of the WERF as shown in Attachment 4 of this AOP.

Interagency wildland fire resource orders within Clear Creek County that are not covered by prior agreements may obligate the Clear Creek County Sheriff for the resources' costs under the Interagency Fire Suppression agreement between CSFS and the Sheriff. All county or local orders for interagency wildland fire resources may be at the requesting agency's expense, unless the designated County officials approve the resource orders for county payment. In order for Clear Creek County to approve county payment of a resource order, the Clear Creek County Sheriff's Office must have been delegated command for an incident from the Clear Creek Fire Authority or Evergreen FPD. In Clear Creek County, the following people (**in order of priority and availability**) have authority to approve county payment for interagency wildland fire resource orders:

1. PERSONS AUTHORIZED TO ORDER REIMBURSABLE FIRE SUPPRESSION RESOURCES ON BEHALF OF CLEAR CREEK COUNTY (in order of priority, based upon immediate availability)

- Sheriff Don Krueger
- Under Sheriff Stu Nay
- Major Rick Albers
- Any Member of the Board of County Commissioners
- Clear Creek Fire Authority Chief Kelly Babeon, within district only and for district payment.
- Chief or District Manager, Evergreen FPD, within district only and for district payment.
- CSFS Personnel serving as FIRE DUTY OFFICERS on active fires.

Requests for State Agency assistance, including requests for CSFS engines assigned to county fire protection districts, will be made through the CSFS-Golden FDO or FTC.

2. UNIFIED COMMAND

The cooperating agencies for this Plan will utilize a Unified Command structure on all incidents where more than one agency or jurisdiction is involved. The Unified Command structure will include one representative from each agency or jurisdiction responsible for the incident or the lands involved. All incidents will be managed through the Incident Command System, according to the current NIMS policy.

3. BOUNDARY FIRES

The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

For wildfires which fall within the Clear Creek Fire Authority's boundaries (and outside of the Evergreen Fire Protection District and USFS Arapaho-Roosevelt National Forest ownership), the Clear Creek Sheriff's Office wildland crew and equipment ("Marmot Crew") may be requested to assist Clear Creek Fire Authority resources as soon as feasible. The CCFA may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office as shown in Attachment 7 of this AOP. Private land will be considered to mean all non-governmental owned land.

The Evergreen FPD shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, inside of its jurisdictional boundaries. The Evergreen FPD may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the "Intergovernmental Agreement for

Mutual Aid between Evergreen FPD and the Clear Creek County Sheriff's Office" as shown in Attachment 8 of this AOP. Private land will be considered to mean all non-governmental owned land.

Fires within the **Federal Response Zone** will be suppressed according to procedures spelled out within Chapter 9, Section E (Mutual Aid Dispatch Areas).

H. Reinforcements and Support

It shall be the responsibility of the jurisdictional agency to acquire and dispatch any needed replacements to relieve initial attack crews of assisting agencies at the earliest practical time after their arrival on the fire. Procedures in Chapter 9, Section G. (Dispatching and Resource Order Process) will also apply for Reinforcements (Extended Attack).

For wildfires which fall within the Clear Creek Fire Authority's boundaries (and outside of the Evergreen Fire Protection District and USFS Arapaho-Roosevelt National Forest ownership), the Clear Creek Sheriff's Office wildland crew and equipment ("Marmot Crew") may be requested to assist Clear Creek Fire Authority resources as soon as feasible. The CCFA may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office as shown in Attachment 7 of this AOP. Private land will be considered to mean all non-governmental owned land.

The Evergreen FPD shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, inside of its jurisdictional boundaries. The Evergreen FPD may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and the Clear Creek County Sheriff's Office" as shown in Attachment 8 of this AOP. Private land will be considered to mean all non-governmental owned land.

Once assisting and jurisdictional crews have a fire controlled, it shall be mutually agreed as to what additional mop-up and patrol is necessary, and when assisting agencies will leave the fire. For fires within Clear Creek County, each agency will assume responsibility for its own expenses during the Mutual Aid Period, as detailed in Chapter 5, Section B, Number 2 (Mutual Aid Definition). If after being notified, the jurisdictional agency is unable to respond to the fire, then the assisting agency may request reimbursement for all costs incurred for suppressing the fire under the terms of existing Mutual Aid Agreements.

1. LAW ENFORCEMENT ACTIVITIES

Traffic control will be coordinated by the jurisdictional law enforcement agency (i.e. county Sheriff, town or city police department, etc) upon request, to expedite the routing of vehicles and personnel to and from major fires, and to exclude unauthorized personnel from the fire area.

It will be the responsibility of the agency upon whose land the fire originates to initiate law enforcement action. When initial attack is made by other than the jurisdictional agency, the assisting agency will immediately gather and preserve information and evidence pertaining to the cause of the fire for the jurisdictional agency.

In the case of any restrictions on open burning or public activities because of extreme fire danger, either by Governor's proclamation or by local issue, the county Sheriff will be responsible for enforcement of these restrictions on all non-federal lands outside the Clear Creek Fire Authority's boundaries, and may assist on other lands at the request of the appropriate agency.

I. Move-up and Cover Locations and Procedures

Mutual Aid Dispatch will occur as requested by the responding agencies as covered by: the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" for Clear Creek County (Attachment 5); the "Intergovernmental Agreement for Mutual Aid between Clear Creek Fire Authority and Evergreen FPD" (Attachment 6) [Currently In Process]; and the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and Clear Creek County Sheriff's Office" (Attachment 8); or any successor agreements as signed by the parties. Locations and procedures appropriate for wildland fire incidents will be developed by the agencies signing this AOP, and incorporated as an Exhibit when they become available.

For wildfires which fall within the Clear Creek Fire Authority's boundaries (and outside of the Evergreen Fire Protection District and USFS Arapaho-Roosevelt National Forest ownership), the Clear Creek Sheriff's Office wildland crew and equipment ("Marmot Crew") may be requested to assist Clear Creek Fire Authority resources as soon as feasible. The CCFA may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office as shown in Attachment 7 of this AOP. Private land will be considered to mean all non-governmental owned land.

The Evergreen FPD shall assume charge or assist in controlling wildfires on state and private lands within Clear Creek County, inside of its jurisdictional boundaries. The Evergreen FPD may delegate authority for controlling these wildfires to the Clear Creek County Sheriff's Office, according to the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and the Clear Creek County Sheriff's Office" as shown in Attachment 8 of this AOP. Private land will be considered to mean all non-governmental owned land.

J. Interagency procurement, loaning, sharing, or exchanging and maintenance of facilities, equipment, and support services

Non-federal participants in this plan may purchase wildfire suppression supplies from GSA through CSFS. Any other loaning, sharing, exchanging, or maintenance of facilities, equipment, or support services will be considered on a case by case basis and must be mutually agreed upon by the concerned parties.

K. Interagency Sharing of Communications Systems and Frequencies

All agencies signing this agreement authorize use of their radio frequencies (**see Exhibit H**) by other agency personnel for emergency purposes only, except as shown on the radio frequency list, or in any other agreements.

All Agencies, Departments and Fire Protection Districts which use USFS Arapaho-Roosevelt National Forest FM frequencies for tactical or command purposes (through FTC Dispatch), must have radios programmed in 'Narrow band' mode to facilitate clear transmission and reception.

When incidents exceed initial attack, the incident should implement the Fort Collins Zone Type 3 Incident Communications plan for tactical and command radio traffic. The Type 3 Incident Communications Plan uses standardized frequencies available to all Agencies and Departments in the FTC Zone. The Type 3 Incident Communications Plan is located in **Exhibit H-4** of this AOP.

1. COMMUNICATION RESOURCES

If an incident goes into extended attack, and the Type 3 Incident Communications Plan is activated, additional resources are available to support the incident. A resource order should be placed to FTC Dispatch as soon as possible for the USFS Arapaho-Roosevelt National Forest portable Command repeater. If Communications personnel are not present on the incident to set up the Command repeater, a Communications Technician should also be ordered.

Local Amateur Radio Emergency Services (ARES) personnel – more commonly known as “HAM” radio operators - may be requested to support initial attack and extended attack on wildfires within Clear Creek County. Additional local ARES groups in Jefferson County and surrounding counties are trained and equipped with the appropriate personal protective equipment (PPE) for use on wildland fires. The ordering agency is responsible for ensuring insurance coverage (such as accidental death and dismemberment or greater coverage, similar to search and rescue operations) during the involvement of these volunteers on their incidents.

Requests for local ARES personnel and radio equipment should be made through the Clear Creek County Sheriff’s Office Dispatch or Evergreen FPD Dispatch. Such requests will be routed to the appropriate contacts.

L. Wildland Fire Situation Analysis

Federal agencies are required to complete a Wildland Fire Decision Support System (WFDSS) or equivalent documentation such as a Wildland Fire Situation Analysis (**see Exhibit Q**), for all fires on federal land to determine appropriate response. This procedure requires federal agency unit administrator participation.

When a wildfire exceeds the capability of the fire protection district to control or extinguish, the fire protection district may request to transfer the responsibility for the wildfire to the Clear Creek County Sheriff. The request to transfer responsibility for a wildfire will be made in writing (such as the Delegation of Authority Form found in **Exhibit V-2** between a representative of the fire protection district and the Clear Creek County Sheriff’s Office. The request will be accompanied by a Complexity Analysis Form completed by the agency representatives (**Exhibit Q-1**).

CSFS requires an Emergency Fire Fund (EFF) Analysis Form (CSFS #108A as shown in **Exhibit P**) to be prepared on non-federal wildfires that have the potential to exceed county control capabilities. The Sheriff should use this form to help determine if a wildfire might be eligible for EFF. CSFS may also elect to complete a Wildland Fire Situation Analysis (WFSA) (**Exhibit Q**), or equivalent documentation, on fires on private and state lands that escape initial attack to determine the appropriate response. All agencies involved in extended attack on private and state lands will assist in the completion of the WFSA.

M. Wildland Emergency Response Fund (WERF)

The WERF was created to provide funding or reimbursement for the first two days of crew response at the beginning of a wildfire incident, when ordered at the request of any county sheriff, municipal fire department, or fire protection district. The use of WERF applies to the initial attack phase of each incident only. Under WERF, any sheriff, municipal fire department, or fire protection district may order an interagency handcrew for initial attack of any wildfire, subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the handcrew beyond the first two days of its assignment, by the ordering agency, will be at full cost, and subject to the prior approval of Clear Creek County as specified within Chapter 9, Section G, Number 1.

N. State Emergency Fire Fund (EFF)

The Emergency Fire Fund (EFF) may be used to assist counties with whom the Colorado State Forest Service has signed an "**Emergency Fund Contract Agreement for Watershed Fire Control**", and who have paid their latest annual assessment. The fund will be used only for approved wildfire suppression and control activities. **The State Forester, or his representative, is the only person authorized to approve and implement the fund.**

When a wildfire exceeds the capability of the fire protection district to control or extinguish, the fire protection district may request to transfer the responsibility for the wildfire to the Clear Creek County Sheriff. The request to transfer responsibility for a wildfire will be made in writing (such as the Delegation of Authority Form (**Exhibit V-2**) between a representative of the fire protection district and the Clear Creek County Sheriff's Office. The request will be accompanied by a Complexity Analysis Form completed by the agency representatives (**Exhibit Q-1**). **Wildfires that have not become the responsibility of the Clear County Sheriff are not eligible for EFF support.**

1. INTENT OF EFF

Clear Creek County is a current participant in the EFF Agreement with CSFS. As a participant to this agreement, the State agrees to come to the aid of **Clear Creek County** should suppression resource needs exceed county capabilities.

When EFF is implemented, CSFS assumes responsibility and authority for all suppression activity until the wildfire is returned to county responsibility; however, the county must maintain a minimum level of participation in suppression activities after EFF is implemented, as outlined in Chapter 9, Section M, Number 6.

2. FUNDING OF EFF

The EFF is funded by an annual assessment of member counties. It is based upon a formula that considers the number of forested acres protected and the valuation of private properties within Clear Creek County.

3. ROLES UNDER EFF

a. CSFS District Forester

The CSFS District Forester: acts for the State Forester in the absence of an assigned Incident Line Officer; assists the County Sheriff in completing the EFF Analysis Form (CSFS No. 108A) for each shift; prepares the CSFS Fire Funding Request (CSFS No. 164); and assures that the Incident Line Officer is aware of local situations and procedures.

b. Clear Creek County Sheriff

The County Sheriff: prepares the EFF Analysis Form (CSFS No. 108A) for potential EFF fires; signs Assumption of Fire Control Duty Form (CSFS No. 168) for fires that the State Forester approves for EFF; and serves as the County's representative on the Unified Command group.

c. County Agencies and Fire Resources

Other agencies will provide the Sheriff with personnel and equipment necessary to meet the minimum county resource commitment.

4. UNIFIED COMMAND

All EFF fires will utilize a Unified Command consisting of, at a minimum, the Clear Creek County Sheriff (or designated representative) and CSFS Line Officer. If land administered by another agency is threatened or involved, that agency will provide a representative to the Unified Command.

5. EFF ACTIVATION

EFF can only be implemented upon request of Clear Creek County, and upon mutual agreement of both the County and CSFS. The local CSFS District Forester, or their representative, must recommend EFF implementation to the Colorado State Forester. Therefore, it is imperative that Clear Creek County notifies the CSFS-Golden Fire Duty Officer immediately should a wildfire incident occur which has the potential to exceed county capabilities. This will allow time for a CSFS representative to travel to the incident.

Before requesting EFF implementation, the County must first complete the CSFS EFF Analysis Form, No. 108A. This will assist the CSFS representative to complete the CSFS Fire Funding Request form, No. 164. When the CSFS No. 108A and 164 are completed, the District Forester will contact the State Fire Duty Officer (FDO) or Fire Division Staff and relay the information collected. The District Forester will also make his recommendation on whether or not the situation warrants implementation of the fund.

Upon approval of EFF implementation, the State Forester will assign a CSFS Line Officer to the incident.

6. MINIMUM COUNTY COMMITMENT

When a wildfire is approved for EFF implementation within Clear Creek County, the following minimum wildfire suppression forces will be maintained, as much as it is possible, throughout the duration of the incident:

- Clear Creek County Sheriff's Office wildland resources - "Marmot Crew" – in the form of a 5-man squad; or two 3-man crews manning the two CSFS State Agreement engines (one type 6 and one type 4) assigned to the Clear Creek County Sheriff's Office.
- Those forces available from the Clear Creek Fire Authority and/or Evergreen Fire Protection District (in which the incident is occurring), while still providing a minimal level of response for other, new incidents within that district.
- Those mutual aid forces that are normally used by the Clear Creek Fire Authority and/or Evergreen Fire Protection District, without jeopardizing the ability of the assisting agencies to mount a reasonable response within their own jurisdiction (see Attachment 5 - "**Intergovernmental Agreement for Mutual Aid Between Fire Departments**" for Clear Creek County; Attachment 6 - the "Intergovernmental Agreement for Mutual Aid between Clear Creek Fire Authority and Evergreen FPD"; Attachment 7 - Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office; Attachment 8 - the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and Clear Creek County Sheriff's Office"); or any successor agreements as signed by the parties.

- The county Emergency Operations Center (EOC) and Emergency Management staff, if available, and if appropriate, needed, and suitable to support the operation of the incident.
- Equipment and operators (such as bulldozers, road graders, water tenders) from the county Road & Bridge Department, if available - and if appropriate, needed, and meeting specific safety/operational standards for the incident.
- Law enforcement and traffic control through the Sheriff's Office or local law enforcement jurisdiction.
- Other county-owned equipment, personnel, and resources, as may be available and as mutually agreed upon between the county and the CSFS Line Officer, given the specific conditions and needs of the incident.

7. EFF DEACTIVATION

CSFS will transfer control of an EFF fire back to Clear Creek County when: fire spread is contained; the Line Officer's objectives have been met; and a written plan has been for the next operational (burning) period.

a. Mop-up and patrol

The county and/or applicable fire protection district will be responsible for mop-up and patrol, after control of an EFF fire has been transferred back to the county and/or the applicable fire protection district from CSFS, according to an extended incident action plan (that includes the next operational [burning] period).

b. Reclamation

The EFF can pay for waterbarring and reseeding control lines, if authorized by the CSFS Line Officer and only when part of the Incident Action Plan during the EFF period. All other reclamation work must be funded by the landowner or other sources.

O. Dispatch Centers or Other Incident Support Facilities

The Fort Collins Interagency Dispatch Center (FTC) will be the point of contact for Clear Creek County Sheriff's Office Dispatch and Evergreen FPD Dispatch notification of fires threatening or involving National Forest System lands within Clear Creek County. In addition, Clear Creek County Sheriff's Office Dispatch and Evergreen FPD Dispatch will be the contact points if CSFS assistance is requested for threatening fires on state and private property within Clear Creek County. The initial attack Incident Commander should advise the local dispatcher as to which agencies are to be notified.

Requests or orders for resources from outside Clear Creek County will be routed from the Clear Creek County Sheriff's Office and Evergreen FPD through FTC, as covered by the procedures within Chapter 9, Section G - Dispatching and Resource Order Process.

FTC may be contacted at the following telephone number:

Business: 970-295-6800

The Clear Creek County Sheriff's Office Dispatch may be contacted at the following telephone numbers:

Business: 303-679-2393, or 303-679-2394

Emergency: 911

The Evergreen FPD Dispatch may be contacted at the following telephone numbers:

Business: 303-674-2323

Emergency: 911, or 303-674-3411

P. Post-Incident Action Analysis

Analysis of incidents will be conducted at a level commensurate with the complexity of the incident.

Q. Out-of-Jurisdiction Assignments

1. STANDARDS

Prior to dispatch out of the local jurisdictional / mutual aid areas (Clear Creek County), all wildland resources will meet minimum NWCG Standards for the type of resource requested. Equipment and personnel will not be dispatched outside of Clear Creek County without some prior agreement as to compensation, such as a Cooperative Resource Rate Form (CRRF) with the Colorado State Forest Service.

2. PROCEDURES

Requests for local resources by jurisdictions outside the FTC service area will be made through FTC. Any Clear Creek County agencies that receive direct requests from outside jurisdictions will notify FTC of the request and their response to it. FTC will coordinate and track the movement of Clear Creek County resources to interagency wildfire assignments, but not for mutual aid activities within the county.

3. RESOURCE MOBILIZATION DURING PERIODS OF ELEVATED FIRE DANGER OR FIRE RESTRICTIONS

During periods of elevated fire danger or the implementation of fire restrictions, Clear Creek County, Clear Creek County Fire Authority, Evergreen FPD, and other county cooperators will use discretion in the dispatch of its resources for out-of-jurisdictional assignments. The intent of these guidelines is to verify that the fire protection needs of the county and local jurisdictions can be met by available resources, prior to assisting on out-of-jurisdictional assignments.

CHAPTER 10. AVIATION PROCEDURES

Requests for any and all aircraft use will come with the necessary information shown on the Aircraft Request Form, Exhibit F-2.

A. Aviation Map

Federal agencies have mapped aviation issues in their fire management action plans. Clear Creek County and CSFS have not developed such a map. Sections A.1-6 (Listed below) will be addressed in the future development of such a map.

1. HAZARDS
2. SENSITIVE ZONES (urban-interface, aquatic, wilderness, etc.)
3. HELISPOTS, DIP SITES
4. AUTOMATIC DISPATCH ZONES (tied to preparedness planning)
5. DETECTION ROUTES
6. FOAM/RETARDANT RESTRICTION AREAS

B. Flight Following/Frequency Management

Note: There is a plan developed which identifies frequencies for specific areas of Colorado. This plan is located at each dispatch center. The current flight frequencies for Colorado are shown on the map included in **Exhibit F- 6** [which is FOUO (For Official Use Only) as they are protected frequencies] of this AOP

Fort Collins Interagency Dispatch Center (FTC) will flight follow for all aircraft ordered through them. If radio communication problems develop, FTC will coordinate with adjacent dispatch centers to provide flight following.

C. Call When Needed (CWN) Aircraft, Tactical and Support Aircraft

1. LOCAL RESOURCES

Clear Creek County does not have any local aircraft resources at this time.

2. STATE RESOURCES

The Colorado State Forest Service sponsors a Single Engine Air Tanker (SEAT) program for use on wildland fires within the State of Colorado (see **Exhibit F- 4** for SEAT Briefing). The SEAT(s) will be contracted by CSFS for a period of time to coincide with the expected wildfire season, based upon predicted weather and fuels conditions each year. The SEAT(s) will be located within the state in the areas of highest fire danger and fire activity, as appropriate. Requests to have the SEAT(s) moved to cover a specific area (such as Clear Creek County) should be made by local cooperators through the CSFS-Golden District FDO. Use of the SEAT or other State interagency aviation resources can be made by the requesting agency under the terms of the Wildfire Emergency Response Fund (WERF), as shown in Attachment 4 of this AOP.

Under WERF, any sheriff, municipal fire department, or fire protection district may order the appropriate (and available) aviation resource for initial attack of any wildfire. In general, the first aviation resource used on non-federal lands will be subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the aerial resource(s) by the ordering agency will be at full cost, and subject to the prior approval of Clear Creek County as specified within subsection (a) immediately below.

Any agency within Clear Creek County may order State aviation resources as needed or desired. Orders will be recognized by Clear Creek County Sheriff's Office and Evergreen FPD dispatch from any fire department chief, incident commander, and county-listed NWCG qualified engine bosses or crew bosses. All orders will be processed immediately by the appropriate dispatch center – for Clear Creek County and Evergreen FPD, all orders will go through the Sheriff's Office Dispatch to FTC; for USFS Arapaho-Roosevelt National Forest and CSFS, all orders will go directly to FTC. All county or local orders for State aviation resources may be at the requesting agency's expense, if not covered by Clear Creek County authorization as specified within subsection (a) immediately below.

For emergency use of State aviation resources on local wildfires, requests for aircraft may be made directly by the Clear Creek County or Evergreen FPD dispatch centers to FTC, followed by immediate notification to the CSFS-Golden Fire Duty Officer. Requests to FTC, for any and all air resource use, must include all the information shown on the Aircraft Request Form (Exhibit F-2), or they will not be acted upon by FTC.

Clear Creek County and Evergreen FPD are required to notify the CSFS-Golden FDO immediately upon ordering any aviation resources through FTC, if they are requesting the support of WERF for the resource's first use. Without such notification, any aerial resource use will obligate county funds under the current Agreement for Cooperative Wildfire Protection in Clear Creek County (Attachment 1 of this AOP). FTC will immediately notify the CSFS-Golden FDO whenever Clear Creek County or Evergreen FPD orders aviation resources.

a. Authorization for Resource Orders

Aviation resource orders (and costs) within Clear Creek County that are not covered by the WERF may obligate the Clear Creek County Sheriff for costs under the Agreement for Cooperative Wildfire Protection in Clear Creek County (Attachment 1 of this AOP). Any agency ordering aviation resources outside the terms of the WERF (as shown in Attachment 4 of this AOP) will be liable for the costs of these aviation resources, unless the designated County officials approve the resource order for county payment. In order for Clear Creek County to approve county payment of a resource order, the Clear Creek County Sheriff's Office must have been delegated command for an incident from the Clear Creek Fire Authority or Evergreen FPD.

In Clear Creek County, the following people **(in order of priority and availability)** have authority to approve county payment of costs for the use of aircraft or retardants:

- **Sheriff Don Krueger**
- **Under Sheriff Stu Nay**
- **Major Rick Albers**
- **Any Member of the Board of County Commissioners**
- **Clear Creek Fire Authority Chief, within district only and for district payment**
- **Chief or District Manager, Evergreen FPD, within district only and for district payment**
- **CSFS Personnel serving as FIRE DUTY OFFICERS on active fires**

3. FEDERAL AND INTERAGENCY RESOURCES

Requests by cooperators for Federal and Interagency aviation resources such as heavy airtanker air drops, helicopters, or helitack crews will be made through FTC. Be advised that the following components may be supplied as needed for the specific incident:

- **Air Attack Group Supervisor, and Aircraft**
- **Air to Ground Communication**
- **Helicopter Manager**
- **Air Service Manager of Helispots**
- **Lead Plane**
- **Heavy Air Tanker**
- **Necessary Support, Supplies, and Materials**

Use of Federal or Interagency aviation resources can be made by the requesting agency under the terms of the Wildfire Emergency Response Fund (WERF), as shown in Attachment 4 of this AOP.

Under WERF, any sheriff, municipal fire department, or fire protection district may order the appropriate (and available) aviation resource for initial attack of any wildfire. In general, the first aviation resource used on non-federal lands will be subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the aerial resource(s) by the ordering agency will be at full cost, and subject to the prior approval of Clear Creek County as specified within subsection (a) immediately below.

Any agency within Clear Creek County may order Federal or Interagency aviation resources as needed or desired. Orders will be recognized by Clear Creek County Sheriff's Office and Evergreen FPD dispatch from any fire department chief, incident commander, and county-listed NWCG qualified engine bosses or crew bosses. All orders will be processed immediately by the appropriate dispatch center – for Clear Creek County and Evergreen FPD, all orders will go through the Sheriff's Office Dispatch to FTC; for USFS Arapaho-Roosevelt National Forest and CSFS, all orders will go directly to FTC. All county or local orders for Federal or Interagency aviation resources may be at the requesting agency's expense, if not covered by Clear Creek County authorization as specified within subsection (a) immediately below.

For emergency use of Federal or Interagency aviation resources on local wildfires, requests for aircraft may be made directly by the Clear Creek County or Evergreen FPD dispatch centers to FTC, followed by immediate notification to the CSFS-Golden Fire Duty Officer. Requests to FTC, for any and all air resource use, must include all the information shown on the Aircraft Request Form (Exhibit F-2), or they will not be acted upon by FTC.

Clear Creek County and Evergreen FPD are required to notify the CSFS-Golden FDO immediately upon ordering any aviation resources through FTC, if they are requesting the support of WERF for the resource's first use. Without such notification, any aerial resource use will obligate county funds under the current Agreement for Cooperative Wildfire Protection in Clear Creek County (Attachment 1 of this AOP). FTC will immediately notify the CSFS-Golden FDO whenever Clear Creek County or Evergreen FPD orders aviation resources.

a. **Authorization for Resource Orders**

Aviation resource orders (and costs) within Clear Creek County that are not covered by the WERF may obligate the Clear Creek County Sheriff for costs under the Agreement for Cooperative Wildfire Protection in Clear Creek County (Attachment 1 of this AOP). Any agency ordering aviation resources outside the

terms of the WERF (as shown in Attachment 4 of this AOP) will be liable for the costs of these aviation resources, unless the designated County officials approve the resource order for county payment. In Clear Creek County, the following people (**in order of priority and availability**) have authority to approve county payment of costs for the use of aircraft or retardants:

- **Sheriff Don Krueger**
- **Under Sheriff Stu Nay**
- **Major Rick Albers**
- **Any Member of the Board of County Commissioners**
- **Clear Creek Fire Authority Chief, within district only and for district payment**
- **Chief or District Manager, Evergreen FPD, within district only and for district payment**
- **CSFS Personnel serving as FIRE DUTY OFFICERS on active fires**

4. NATIONAL GUARD RESOURCES

If other aircraft resources are unavailable, National Guard helicopters may be available. Aircraft normally are dispatched in pairs, and may also come with a backup ship. Ground support will be provided. Aircraft and pilots will be "carded" by the USFS Arapaho-Roosevelt National Forest and BLM before their use on Federal lands. Cost to the using agency will apply, and may vary from incident to incident. **See Exhibit F- 5** for current information about these costs.

To request these aircraft, gather the necessary information shown on the **Aircraft Request Form (Exhibit F-2)** and contact FTC with the specific equipment and mission request. **The request should clearly specify that those National Guard resources are being requested specifically for a State- or County-responsibility fire.** FTC will contact the Rocky Mountain Agency Coordination Center (RMACC), which will contact the Colorado Division of Emergency Management. The CSFS-Golden District Fire Duty Officer should also be notified that a request for National Guard resources has been initiated.

D. Fixed Wing Base Management

The closest airports to Clear Creek County that are planned to serve as fixed wing air tanker bases are Jefferson County Airport (Broomfield, CO), and Pueblo Municipal Airport (Pueblo, CO). All requests for State and Federal aircraft should follow the directions in the preceding Chapter 10, Section C. The contact number for the USFS Arapaho-Roosevelt National Forest - Jeffco Airtanker Base is 303-439-0332; emergency number is 720-887-4846.

E. Single-Engine Airtanker Temporary Bases

The closest airports to Clear Creek County that are planned to serve as fixed wing air tanker bases are Jefferson County Airport (Broomfield, CO), and Pueblo Municipal Airport (Pueblo, CO). All requests for State and Federal aircraft should follow the directions in the preceding Chapter 10, Section C. The contact number for the USFS Arapaho-Roosevelt National Forest - Jeffco Airtanker Base is 303-439-0332; emergency number is 720-887-4846. For more information about use of the SEAT and requirements to set up a temporary base, see the **SEAT Briefing Guide, Exhibit F- 4.**

F. Leadplane / Air Attack Activation

The determination to use a leadplane or air attack on an incident will be made by FTC as aviation resources are ordered, or as the incident complexity changes. Air Attack will be delivered, when possible as a modular unit, with the other aviation components ordered for the specific incident.

G. Aviation Requests and Operations

1. INITIAL ATTACK

Aircraft availability for initial attack should be confirmed with FTC or the Clear Creek County Sheriff's Dispatch as conditions warrant. Some aircraft are on national contracts. It should be realized that if ordered, aircraft may come from out of state, which may greatly increase their time of arrival to the wildfire.

a. News Media Aircraft

If local news media aircraft are requested by Clear Creek County or Evergreen FPD for use near USFS Arapaho-Roosevelt National Forest lands, flight coordination between Clear Creek County or Evergreen FPD dispatch offices and FTC must occur. If communication between the news media aircraft and air resources dispatched through FTC cannot be established, then state or federal air resources may be withdrawn from the incident. Once communication between these air resources has been established, FTC will resume use of state or federal air resource use on the incident. The Incident Commander can also request a Temporary Flight Restriction (**see Exhibit F- 8**) as explained in Chapter 10, Section J, Number 6, which would prevent the use of new media aircraft.

b. Radio Frequencies

Aircraft dispatched through FTC to wildfires within Clear Creek County will use the designated air to ground frequency for Zone 5.

The use of FERN frequencies will be discouraged for air-to-ground communications for tactical use on wildfires, in order to prevent conflicts with ongoing local fire agency use.

c. Communications

If communications between ground resources and the air resources dispatched by FTC cannot be established, then state or federal air resources may be withdrawn from the incident. Once communication between these air resources has been established, FTC will resume use of state or federal air resource use on the incident. It is the responsibility of the incident commander and the jurisdictional agency to establish communications between ground resources and air resources on all wildfires.

Local Amateur Radio Emergency Services (ARES) personnel and equipment may be available to help establish ground to air communications on wildfires within Clear Creek County. Procedures for ordering ARES resources are shown in Section 9.K.

2. BOUNDARY WILDFIRES

Aircraft use on wildfires located along jurisdictional boundaries will be the responsibility of the ordering agency if pre-approval or consultation with all affected agencies has not occurred at the time of the resource order. Aircraft used over federal lands are subject to the restrictions listed in Chapter 10, Section G, Number 6, and the restrictions shown in Chapter 10 Section G, Number 1, subsections a through d.

3. URBAN/WILDLAND INTERFACE FIRES

Fire suppression aircraft usage in or near residential areas must be approved by the jurisdictional agency prior to usage.

4. MUTUAL AID PROCEDURES

There are no mutual aid aviation resources available for use in Clear Creek County at this time.

5. AIR SPACE RESTRICTIONS

The Incident Commander may request a Temporary Flight Restriction (TFR) if non-fire aircraft may pose a hazard for air operations (**Exhibit F-8**). All TRFs must be requested through FTC for wildfires or prescribed fires, following the current procedures listed in the RMA Mobilization Guide.

6. INCIDENTS INVOLVING MULTIPLE AIR RESOURCES

Aircraft control on complex incidents, especially those involving multiple air resources, should be coordinated through FTC and on the incident by the appropriate (and qualified) air operations personnel. See also Chapter 10 Sections G, Number 1, subsections a through d, for specific instructions on use of air resources not dispatched through FTC.

a. Radio Frequencies

Aircraft dispatched through FTC for initial attack of wildfires within Clear Creek County will use the designated air to ground frequency for Zone 5. The use of FERN frequencies will be discouraged for air-to-ground communications for tactical use on wildfires, in order to prevent conflicts with ongoing local fire agency use.

b. Communications

If communications between ground resources and the air resources dispatched by FTC cannot be established, then state or federal air resources may be withdrawn from the incident. Once communication between these air resources has been established, FTC will resume use of state or federal air resource use on the incident. It is the responsibility of the incident commander and the jurisdictional agency to establish communications between ground resources and air resources on all wildfires.

Local Amateur Radio Emergency Services (ARES) personnel and equipment may be available to help establish ground to air communications on wildfires within Clear Creek County. Procedures for ordering ARES resources are shown in Chapter 9 Section K, Number 1.

7. QUALIFICATIONS AND RESTRICTIONS ON AIR RESOURCE USE

Aircraft being used on Federal lands, or in association with Federal or interagency resources, must be certified, also known as “carded”, per Chapter 10, Section H of this AOP.

H. Aircraft Inspection Schedules

Federal fire suppression aircraft are inspected annually by either the U.S. Forest Service or the Office of Aircraft Service and certified for their capabilities.

I. Wildfire Emergency Response Fund (WERF)

The WERF was created to provide funding or reimbursement for the first aerial tanker flight or first hour of rotor time for a helicopter when ordered at the request of any county sheriff, municipal fire department, or fire protections district. The use of WERF applies to the initial attack phase of each incident only. Under WERF, any sheriff, municipal fire department, or fire protection district may order the appropriate (and available) interagency aviation resource for initial attack of any wildfire, subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the aviation resource by the ordering agency, will be at full cost, and subject to the prior approval of Clear Creek County as specified within Chapter 10, Section C.

J. Aviation Dispatch Procedures

Unless local air resources (i.e. Jefferson County Sheriff’s Office) are requested directly, all aviation dispatches will follow the current procedures Rocky Mountain Area (RMA) Mobilization Guide, particularly covering the following topics:

1. STATUS
2. AIRCRAFT HIRES
3. SELECTION PROCESS
4. FLIGHT MANAGEMENT
5. FLIGHT FOLLOWING
6. FTC will flight follow for all aircraft ordered through them, and following the current procedures listed in the RMA Mobilization Guide.
7. TEMPORARY FLIGHT RESTRICTIONS (TFR)
8. All TRF’s must be requested through FTC for wildfires or prescribed fires, following the current procedures listed in the RMA Mobilization Guide. Additional information concerning TFRs is available in **Exhibit F-8** of this AOP.

CHAPTER 11. FIRE PREVENTION

A. Cooperative Activities

The following fire activities need to be coordinated between agencies:

1. FIRE DANGER:

News releases about fire danger and prescribed burning will be coordinated, and when practical, issued by the appropriate information officer as a joint release by the cooperating agencies to newspaper, radio and television media. This effort will reduce public confusion on the subject, and direct attention to fire danger for all elevations and ownerships.

Red Flag and other fire weather or operational advisories will be called into the Sheriff's Dispatch Office, which will be responsible for notification of those fire departments for which they dispatch.

2. FIRE PREVENTION:

Coordination of fire prevention activities, including school contacts, will be coordinated between the participating agencies.

3. FIRE RESTRICTIONS:

When contemplating a closure to open burning or lifting of fire bans, all agencies or fire departments will advise its cooperators of the situation and consider joint action(s) as needed. In all cases, cooperating agencies should utilize the guidelines in Chapter 11, Section D, Number 1 when considering these actions.

a. Local Restrictions

Agencies or fire departments wanting to place or remove restrictions upon fire use within their jurisdictions within Clear Creek County will consult with all adjacent agencies or departments, county sheriff and forest level offices, and the CSFS-Golden District concerning fire danger. Where appropriate, joint announcements concerning fire restrictions or appropriate fire uses will be made to reduce confusion on the part of the public. **Note:** The Clear Creek County Sheriff is authorized under Colorado statutes to place fire restrictions at the local or county-level, for private and state lands outside the jurisdictions of the Clear Creek Fire Authority and Evergreen FPD.

b. County-wide Restrictions

The Clear Creek County Sheriff's Office, Clear Creek Fire Authority, Evergreen FPD, USFS Arapaho-Roosevelt National Forest (Clear Creek Ranger District, Arapaho-Roosevelt National Forest), and CSFS-Golden District will jointly consider placing or removing county-wide restrictions. A press release will be issued jointly by the Sheriff's Office and all other agencies involved, if a closure will affect multiple ownerships. The Clear Creek County Sheriff's Dispatch Office will disseminate this information by fax and email to all Clear Creek County personnel. **Note:** The Clear Creek County Sheriff may directly initiate a county-wide fire ban, as authorized by the Board of County Commissioners.

c. Area/Region/Forest-wide Restrictions

Wildland agencies have agreed, at the State and Regional levels, that Area/Region/Forest-wide restrictions should be coordinated through each Interagency Dispatch Center's Board of Directors. The CSFS-Golden District office will represent county-level agencies and cooperators by providing current information on fire danger and activity within Clear Creek County to the Fort Collins Interagency Dispatch Center (FTC), phone number (970)-295-6800. The Clear Creek County Sheriff's Dispatch Office will disseminate information about area-wide restrictions by fax and email to all Clear Creek County personnel.

d. State-wide Restrictions

When State-wide Restrictions are instituted, all participating agencies to this AOP will coordinate their fire prevention activities. The CSFS-Golden District office will represent county-level agencies and cooperators by providing current information on fire danger and activity within Clear Creek County to FTC, phone number (970)-295-6800. FTC will communicate dispatch area-wide fire danger information to the Rocky Mountain Area Coordination Center, phone number (303)-275-5700. The Clear Creek County Sheriff's Dispatch Office will disseminate information about state-wide restrictions to all Clear Creek County personnel.

e. Seasonal Restrictions

Agencies or fire departments wanting to place or remove seasonal restrictions upon fire use within their jurisdictions within Clear Creek County will consult with all adjacent agencies or departments, county and forest level offices, and the CSFS-Golden District concerning fire danger and appropriate fire use. Joint announcements concerning fire restrictions or approved fire uses will be made by all affected agencies to reduce confusion on the part of the public.

4. FIRE PERMITS

Each agency shall issue and control burning permits on lands within its responsibility and authority. When such permits are issued for lands within the protection boundary of another cooperator, that cooperator shall be informed of the time and location that the permit is issued for. Private landowners may obtain permits from the Clear Creek County Fire Authority or Evergreen Fire Protection District (in their jurisdictions) for open burning in Clear Creek County.

5. FIRE WEATHER REPORTS

Because of the renewed awareness of the importance of having current fire weather forecasts to help ensure personnel safety, each agency is encouraged to obtain forecasts from the **National Weather Service, Fire Weather Forecasters**. Each agency shall be responsible for gathering fire weather information and requesting spot weather forecasts for their individual fire incidents, but may request assistance in gathering or transmitting such information from any of the other fire agencies. Requests will be sent directly to the National Weather Service – Boulder, 303-494-3877, fax 303-494-4409, to the attention of the **Fire Weather Forecaster**. County agencies and fire departments can also submit these requests to the National Weather Service through the Clear Creek County Sheriff's Dispatch office. Fire weather forecast requests can also be sent to FTC, for submission to the National Weather Service.

B. Information and Education

1. FIRE DANGER INFORMATION

a. Fire Weather Station Locations

Fire weather and danger rating information is made available as described in Chapter 8, Section A, Number 2.

b. Data Sharing and Methods

Information relative to fire weather and fire danger ratings will be shared as described in Chapter 8, Section A, Number 2. Special fire weather events and warnings will be broadcasted to all fire agencies as they are received from the National Weather Service or FTC.

c. Fire Danger Dissemination

Fire danger ratings can be obtained from FTC as described in Chapter 8, Section A, Number 2.

d. Fire Prevention Signs

Signs are located throughout the county and are updated by the local agencies, based upon the local fire danger rating. The CSFS-Golden District maintains a database of fire danger signs located with Clear Creek County, which can be used to coordinate the dissemination of fire prevention information.

The Colorado Department of Transportation's (CDOT) programmable Highway Information Signs located on I-70 can be used for advisories during periods of Very High or Extreme fire danger. The CSFS-Golden Fire Duty Officer will contact CDOT to initiate these advisory messages.

2. JOINT OR SINGLE AGENCY PRESS RELEASES

News releases on fire danger or prescribed burning activities will be coordinated, and when practical, issued jointly to newspaper, radio and television media by the cooperating agencies in this AOP. This effort will reduce public confusion on the subject, and direct attention to fire danger at all elevations and ownerships. Press releases will use the most current fire danger ratings and fire weather forecasts, as detailed elsewhere in this AOP.

3. SMOKEY BEAR PROGRAM

See Chapter 11, Section A, Number 2.

4. FIRE INFORMATION PROGRAMS

Programs on fire prevention activities may be available through the Colorado State Forest Service, U.S. Forest Service, and local fire departments, upon request.

5. RED FLAG WARNINGS

Red Flag warnings (and Fire Weather watches) issued by the National Weather Service Forecast Office will be communicated by the cooperating agencies as covered in Chapter 11, Section A, Number 1.

6. FIREWISE COMMUNITIES PROGRAM

The Colorado State Forest Service supports the Firewise Communities program, a national educational effort to develop wildfire mitigation programs within local communities and subdivisions. CSFS will work through the Clear Creek County Office of Emergency Management to coordinate education and organizational efforts about the Firewise Communities program with local communities and subdivisions. Communities are generally defined by CSFS as a distinct location having a local authority that can act on behalf of the community.

To become a Firewise Community/USA, a community must meet the following standards:

- Sponsoring a local Firewise task force
- Maintain a plan that identifies local solutions to the wildland/urban interface fire issue
- Invest \$2.00 annually per capita in local Firewise projects
- Observe a Firewise Communities/USA day each spring, dedicated to a Firewise program
- Submit an annual report to CSFS, documenting local achievements that meet these standards

C. Engineering

1. LAND USE PLANNING (URBAN/WILDLAND INTERFACE)

The Colorado State Forest Service is available to review land use plans for local counties as required under state statute. CSFS-Golden District will work with Clear Creek County and the local fire departments to prepare a wildfire hazard review on all proposed subdivisions and land development. Implementation of the recommended wildfire hazard mitigation procedures is determined by the Board of County Commissioners, prior to subdivision approval.

2. DEFENSIBLE SPACE AND FUELS TREATMENT

Private landowners and other agencies contract with the Colorado State Forest Service to mark defensible spaces and fuel breaks for wildfire mitigation, and for prescribed burning activities.

The USFS Arapaho-Roosevelt National Forest develops wildfire mitigation areas and fuels treatment according to National Forest Plans, which direct the long-term (10+ year) management of natural resources on these lands.

Clear Creek County has a current wildfire mitigation regulation. The new regulations by Clear Creek County (effective as of January 1, 1996) require defensible spaces be developed for new construction and additions greater than 400 square feet in size within the wildland zone.

3. RAILROADS AND UTILITIES

All railroads and utility companies should coordinate their right-of-way maintenance activities with the Clear Creek Sheriff's Department, Clear Creek Fire Authority, Evergreen Fire Protection District, and U.S. Forest Service as necessary. Notification of the jurisdictional agency should be made prior to the start, and at the end, of any maintenance activities. Any applicable permits will be obtained by the railroads or utility companies according to all pertinent federal, state or county statutes and regulations.

D. Law Enforcement Activities

Traffic control will be coordinated by the local jurisdictional law enforcement agency, to expedite the routing of vehicles and personnel to and from major fires, and to exclude unauthorized personnel from the fire area.

It will be the responsibility of the agency upon whose land the fire originates to take law enforcement action. When initial attack is made by other than the jurisdictional agency, the assisting agency will immediately gather and preserve information and evidence pertaining to the cause of the fire for the jurisdictional agency.

1. ISSUING OPEN BURNING AND CAMPFIRE PERMITS

Each agency shall issue and control burning permits on lands within its responsibility and authority. When such permits are issued for lands within the protection boundary of a cooperator, the cooperator shall be informed of the time and location that the permit is issued for. Private landowners may obtain permits from the Clear Creek County Fire Authority or Evergreen Fire Protection District (in their jurisdictions) for open burning in Clear Creek County.

2. RESTRICTIONS AND CLOSURES

In the case of any restrictions on open burning or public activities because of extreme fire danger, either by Governor's proclamation or by local issue, the county sheriff will be responsible for enforcement of these restrictions on all non-federal lands, and may assist on other lands at the request of the appropriate agency.

Creation, implementation, and termination of fire restrictions will be covered as described in the Northern Front Range Fire Restriction and Fire Closure Criteria in **Exhibit M**.

3. FIRE CAUSE INVESTIGATIONS

Investigation shall be made on all federal and non-federal fires to determine cause; responsible party, time of ignition, and all other pertinent information relating to the cause of the fire (**see Exhibit T**). Agreements may exist between the County Sheriff (and/or police authorities) and the jurisdictional agencies that apply to investigation and enforcement. Fire cause determination is needed for EFF incidents and required for FEMA incidents.

a. Fire Cause and Origin

Although an assisting agency may have a fire extinguished upon arrival of the jurisdictional agency's forces, the jurisdictional agency should discuss the fire with the assisting agency to aid in the investigation and take steps to:

- *preserve the point of origin
- *preserve all clues that may relate to the cause
- *note all traffic leaving the area as they arrive, to include vehicle descriptions and license numbers.

E. Incident Reports

The jurisdictional agency will prepare the statistical incident report (**See Exhibit T**). Information for this report will be provided by the initial attack agency if other than the jurisdictional agency. An incident report will accompany all reimbursement requests. The jurisdictional agency will make all incident reports available to the CSFS Golden District Office as requested.

Local cooperators (Clear Creek Fire Authority, Evergreen Fire Department, and Clear Creek County Sheriff's Office) should report all wildfires through the NFIRS system directly to the Colorado Department of Public Safety, Division of Fire Safety. During periods of higher fire danger or actual fire activity, notification of wildfire suppression activities should be sent by fax, email, or pager to the CSFS Golden District Fire Duty Officer, FTC, and other participating agencies on a daily or weekly basis. This information may be used to request the pre-positioning of aircraft and other resources closer to Clear Creek County, by the CSFS-Golden District. This information is also used to determine the need for fire restrictions by all the participating agencies.

CHAPTER 12. FUEL MANAGEMENT AND PRESCRIBED FIRE CONSIDERATIONS

The USFS Arapaho-Roosevelt National Forest, BLM, CSFS and all other land management agencies (and fire departments) agree to cooperate in the development and implementation of prescribed burning programs and projects. Agencies and fire departments conducting prescribed fire activities will report their prescribed fire activities to the Sheriff's office dispatch, Fort Collins Dispatch Center 970-295-6800, the fire protection district within which the fire is occurring, and to each other. In addition, the Sheriff will maintain a record of all controlled burning activities occurring on private lands. Each agency or department will be responsible for obtaining any burn permit necessary at the county, state, or federal levels for their individual burns. Fire departments will also inform the CSFS if they will be conducting prescribed burn activities.

Wildfires resulting from escaped prescribed fires ignited by a party to this Agreement, on lands it manages, shall be the responsibility of that party. The party responsible for the prescribed fire will reimburse other parties to this Agreement consistent with the terms and conditions contained herein, for costs incurred in suppression of such wildfires.

If parties to this Agreement conduct a cooperative prescribed fire, details covering cost sharing, reimbursement, and responsibility for suppression costs, should it escape, shall be agreed upon and documented in the burn plan. Burn plans will be prepared according to CSFS Form # 170 - Prescribed Burn Plan (**Exhibit N**), or a cooperating agency's equivalent format.

A party may take appropriate suppression action when lands under its protection are involved in or threatened by the escaped fire. Such suppression action may be taken on its own initiative or at the request of the responsible party. A party may take appropriate suppression action, at the request of the responsible party, when lands under its protection jurisdiction are not involved in or threatened by the wildfire.

CHAPTER 13. COST REIMBURSEMENTS

When a wildfire occurs on lands of more than one agency and costs are incurred beyond the initial attack-period, one of the following options may be used to determine reimbursable costs to the agencies involved:

1. Each agency assumes its own costs as expended during the fire control effort.
2. Division of fire costs based upon ownership and acreage percentages.
3. Some other method mutually agreed upon by Agency Representatives. Such method will be agreed upon in writing as soon as possible after determining that multiple ownerships are involved. Reference Attachment 6, *Incident Cost Share Agreement*, for additional options.

Chapter 13, Sections C and D will be addressed by the cooperating agencies as needed.

A. Non-Reimbursable Items

B. Reimbursable Items

C. Wildfire Prevention

D. Wildfire Readiness

E. Wildfire Suppression

This section covers the following topics as they relate to Wildfire Suppression: Dispatching; Initial Attack; Mutual Aid; Reinforcements; Aviation; Cost-Share Plan; Out of Jurisdiction Assignments; Billing Procedures; and Resources Rates.

Fire Protection Districts have primary responsibility for controlling wildfires in their jurisdictions. The Clear Creek County Sheriff has primary responsibility for coordination of all fire suppression efforts occurring in the unincorporated area of the county, outside of a fire protection district, or wildfires that exceed the capabilities of the fire protection district on all state and private lands within Clear Creek County. Federal agencies are ultimately responsible for fire management on (public) Federal lands within Clear Creek County.

The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

When a wildfire exceeds the capability of the fire protection district to control or extinguish, the fire protection district may request to transfer the responsibility for the wildfire to the Clear Creek County Sheriff. The request to transfer responsibility for a wildfire will be made in writing (such as the Delegation of Authority Form found in **Exhibit V-2**) between a representative of the fire protection district and the Clear Creek County Sheriff's Office. The request will be accompanied by a Complexity Analysis Form completed by the agency representatives (**Exhibit Q-1**).

The County Sheriff, his designated officer, or other agencies may request local state and federal agencies help with the understanding that the requesting agency may have to pay for suppression costs incurred by those agencies. The Sheriff will notify the Board of County Commissioners, or their designee, of such requests for assistance when it is anticipated that costs may be incurred.

The Wildfire Emergency Response Fund (WERF) will be utilized for assistance on state and private lands only, within the state of Colorado. The fund will be utilized for the costs of the first aerial drop on a wildfire and two days of wildfire hand crew use. In the case of helicopter use as the first response, the fund will be utilized for helicopter rotor time only, including the pilot. Utilization of this fund does not require an agreement between CSFS and the using county sheriff, municipal fire department, or fire protection district.

Responsibility for wildland fire suppression costs, outside of the WERF, on private and state lands within a fire protection district (FPD) or fire authority are covered by the FPD. The Clear Creek County Sheriff's Office is responsible for wildfire fire suppression on private and state lands within the unincorporated area of the county, or wildfires that exceed the capabilities of the fire protection district on all state and private lands within Clear Creek County. Wildfire suppression costs will be determined according to mutual aid agreements, formal transfer of command documents, cost-share agreements, or shall be covered as mutually agreed upon by the county and district involved.

For Wildland Urban Interface (WUI) fires involving structures, the distribution of costs should be commensurate with values protected. Structure protection costs should be borne whenever possible by the jurisdictional Agency, Department or Fire Protection District in which the structures are located – unless otherwise addressed in a cost-share agreement for the incident (See Sec 13.6, & **Exhibit R**). Those Fire Departments and Fire Protection Districts which are supported by tax revenues should not expect reimbursement when performing structural protection duties on an incident within their jurisdictions.

Fires with multiple objectives

Generally, Agencies that elect not to suppress an ignition, with intent to manage the fire for other objectives, are responsible for all costs associated with that fire. This includes the cost of protecting private land, structures, infrastructure and other public lands, unless negotiated otherwise with the affected jurisdictions. Where incidents have an initial suppression objective, but then offer an opportunity to manage a portion of the fire for objectives, Agencies should follow the standard mutual aid and cost share principles.

1. DISPATCHING

Dispatch of resources will be handled by the jurisdictional agencies as covered in Chapter 9 (Wildfire Suppression Procedures).

2. INITIAL ATTACK

Any costs incurred by assisting agencies for initial attack during the Mutual Aid Period of a wildfire within Clear Creek County, and which were requested by the jurisdictional agency, shall NOT be considered reimbursable - **unless other payment arrangements are agreed upon by the involved agencies for a particular fire. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies, and unless otherwise covered under WERF. CSFS must be notified of WERF activation.**

Any agency that provides a reasonable initial attack response in another agency's zone when the jurisdictional agency is unable to respond, may, at its discretion, request reimbursement from the jurisdictional agency - unless otherwise covered by applicable mutual aid agreements or agreements made on an incident-specific basis. **Initial attack response guidelines are shown in Chapter 9, Section F of this AOP.**

a. Cross-Boundary Fires

When a wildfire occurs on lands of more than one agency and resource costs are incurred beyond that of local initial attack resources, one of the following options may be used to determine reimbursable costs to the agencies involved:

- Each agency assumes its own costs as expended by it in the fire control effort.

- Division of fire costs based upon ownership and acreage percentages.

- Some other method mutually agreed upon by Agency Representatives. Such method will be agreed upon in writing as soon as possible after determining that multiple ownerships are involved. See **Exhibit R** - CSFS/Federal Agencies Cost-Share Principles, and Items to consider when negotiating a Cost-Share Agreement.

When a fire burns on both sides of a protection boundary or threatens another jurisdiction, and is beyond the mutual aid period, a cost share agreement shall be prepared and approved by the Agency Administrator or their designee. The intent is to distribute the financial burden based on a method agreed upon by a representative from each affected jurisdiction. A cost share agreement should be negotiated as soon as practical. The Unified Command should draft the cost share agreement prior to fire close out.

b. Special Management Areas

Any costs incurred by assisting agencies for initial attack or the first operational period (approximately 12 hours) of a wildfire within Clear Creek County, on lands owned by Denver Mountain Parks, shall be considered reimbursable according to the guidelines in Chapter 7, Section E (Special Management Consideration Areas) and Section F (Initial Attack Dispatch Levels) - **unless other payment arrangements are agreed upon by the involved agencies for a particular fire. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies.**

Payment for reimbursable wildfire suppression costs on lands owned by Denver (Denver Mountain Parks) require that CSFS be notified at the time of the fire by the jurisdictional agency. ***Failure to notify CSFS will jeopardize the opportunity for reimbursement to the responding agencies.***

3. MUTUAL AID

Mutual Aid is defined in Chapter 5 of this AOP.

Reimbursement for mutual aid activities between participating agencies in Clear Creek County will be handled as covered by: the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" for Clear Creek County (Attachment 5); the "Intergovernmental Agreement for Mutual Aid between Clear Creek Fire Authority and Evergreen FPD" (Attachment 6)[Currently In Process]; Attachment 7 - Wildland Fire Protection Agreement between Clear Creek Fire Authority and Clear Creek County Sheriff's Office; the "Intergovernmental Agreement for Mutual Aid between Evergreen FPD and Clear Creek County Sheriff's Office" (Attachment 8); or any successor agreements as signed by the parties.

4. REINFORCEMENTS

Reinforcements will be ordered and utilized as covered in Chapter 9 (Wildfire Suppression Procedures). Reimbursement for reinforcements, if applicable, will be handled according to the procedures listed below for Extended Attack.

a. Extended Attack

Any costs incurred by assisting agencies during extended attack (beyond Mutual Aid Period, as defined in Chapter 5 of this AOP) on a wildfire in Clear Creek County, and which were requested by the jurisdictional agency, SHALL be considered reimbursable - unless otherwise covered by: applicable mutual aid agreements, reciprocal aid, and automatic aid; agreements made on an incident-specific basis; or agreed participation that meets the minimum County commitment under EFF.

Any costs incurred by assisting agencies for extended attack or beyond the first operational period (approximately 12 hours) of a wildfire within Clear Creek County, on lands owned by Denver Mountain Parks, shall be considered reimbursable according to the guidelines in Chapter 7, Section E (Special Management Consideration Areas) and as determined by the CSFS-Golden District representative at the incident. This applies for all wildfires, unless otherwise affected by applicable intergovernmental agreements or agreements made on an incident-specific basis.

5. AVIATION

Aviation resources will be ordered and utilized according to Chapter 10 (Aviation Procedures) of this AOP. Cost reimbursement for aviation resources will be handled in one of the following manners:

- as shown in Chapter 10 (Aviation Procedures) of this AOP;
- as specified in the Wildland Emergency Response Fund (WERF) procedures established by the Colorado State Forest Service and shown as Attachment 4 of this AOP;
- as specified in any incident-specific cost-share agreements developed according to Chapter 13, Section E, Number 1, subsection a (Cross-Boundary Fires);
- as specified in any incident-specific cost-share agreements developed according to Emergency Fire Fund Contract Agreement between Clear Creek County and Colorado State Forest Service, and shown in Attachment 3 of this AOP;
- as specified in any incident-specific cost-share agreements developed by an Incident Management Team, and approved by the jurisdictional agencies involved under a unified command;
- or as specified in the current Colorado Cooperative Fire Management Agreement, and shown in Attachment 2 of this AOP.

In general, the agency ordering the aviation resources will be responsible for paying for the costs of using these resources. Reimbursement to the ordering agency, from other jurisdictional agencies, will be handled by billing and/or transfer of funds between the involved agencies. Payments and requests for reimbursements between Clear Creek County and the Federal agencies will occur through the Colorado State Forest Service, who will coordinate this process.

Clear Creek County and Evergreen FPD are required to notify the CSFS-Golden FDO immediately upon ordering any aviation resources through FTC, if they are requesting the support of WERF for the resource's first use. Without such

notification, any aerial resource use will obligate county funds under the current Agreement for Cooperative Wildfire Protection in Clear Creek County (Attachment 2 of this AOP). Clear Creek County Sheriff's Office will immediately notify the CSFS-Golden FDO whenever Clear Creek County or Evergreen FPD orders aviation resources.

6. COST-SHARE PLAN

EFF Fires – When a fire is accepted by the State as an EFF incident, the Cost Share Principles agreed to by State and federal agencies will apply (and located in **Exhibit R** of this AOP).

Non-EFF Fires - When a wildfire occurs on lands of more than one agency and costs are incurred in addition to the initial attack, reimbursement will be made according to a cost-share plan following the guidelines in Chapter 13, Section E, Number 1, subsection a (Cross-Boundary Fires).

7. OUT-OF-JURISDICTION ASSIGNMENTS

Equipment and personnel will not be dispatched outside of Clear Creek County without some prior agreement as to compensation, such as a Cooperative Resource Rate Form (CRRF) with the Colorado State Forest Service. Ordering and utilization of local resources for out-of-jurisdiction assignments will follow procedures in Chapter 9, Section P (Out-of-Jurisdiction Assignments). Reimbursement will follow procedures in Chapter 13, Section E, Number 8 as shown below.

8. BILLING & REIMBURSEMENT PROCEDURES

Payment for all costs on reimbursable fires either to or by the county, fire protection districts, or volunteer fire departments, shall be coordinated, if necessary, through consultation with the local CSFS District Office. This especially applies to fires which go beyond the first burning period before being declared contained or controlled.

All reimbursement requests for fire costs that go through CSFS will have invoices sent to the CSFS State Office – Fire Division **within 30 days after incident resources are released**. The CSFS State Office will attempt to make payment as soon as possible after receiving the invoice. Invoices are required to have proper documentation supporting expenses before the process for payment can be completed.

a. Out-of-Jurisdiction Fires

All reimbursement requests for fire costs that go through CSFS will have invoices sent to the CSFS District Office **within 30 days after incident resources are released**. The CSFS State Office will attempt to make payment as soon as possible after receiving the invoice. Invoices are required to have proper documentation supporting expenses before the process for payment can be completed. **See Exhibit U- 4 for the most current information concerning formats and documentation requirements for reimbursement requests.**

b. Special Management Areas

Payment for all reimbursable costs for fires on Denver Mountain **must** be coordinated through the CSFS, and that CSFS is notified at the time of the fire by the jurisdictional agency. **Failure to notify CSFS will jeopardize the opportunity for reimbursement to the responding agencies.** See **Exhibit U- 4** for the most current information concerning formats and documentation requirements for reimbursement requests.

9. RESOURCE USE RATES

Resource rates for Clear Creek County cooperators will be developed and documented on the Cooperative Resource Rates Form (CRRF) (**Exhibit U-3**). Procedures specific to the CRRF are shown in Chapter 13, Section E, number 10 below. The following sections refer to resource rates not covered specifically within the CRRF's.

a. Personnel

The salary and wages of regular local, state, and federal fire personnel shall be at the actual cost to the assisting agency for work time from the time of departure until return to official station, including overtime. Casuals shall be paid at the current AD Firefighter rates, **Exhibit U-1**. It is suggested that **USDA/USDI Fire Time Sheets, Optional Form 288**, as revised, be used for reimbursement. (Special instructions for use of this form on non-Federal wildfires may exist. Check with the Time-Keeping Officer at the incident.)

b. Equipment

Unless other arrangements have been previously made (current Cooperative Resource Rate Forms), the assisting agency will be reimbursed by the jurisdictional agency for the use of agency-owned equipment at the current state or federal rates, or at the current contractor rate as shown in **Exhibit U-3**. Such rates shall cover operation, repair, and depreciation. Reimbursement for hired equipment shall be at the actual cost of the equipment hired for the fire by the assisting agency. Approval for the use of heavy equipment, such as dozers, must be obtained from the jurisdictional agency. Reimbursement documentation should be completed on **USDA/USDI Emergency Equipment Use Invoice, Optional Form 286**, as revised.

c. Supplies and Material

The jurisdictional agency will reimburse the assisting agency for the actual costs of supplies and materials used for the fire effort.

Any damages incurred on the incident must be documented on **Form SF 95; Claims for Damage, Injury or Death**, as revised, or a similar format. Claims for damages must be submitted at the time of the incident to the jurisdictional agency (or through the Incident Management Team - Finance Section).

d. Reimbursement Verification

All reimbursements need approval by the billing agency representative before submission. Each billing should have the incident name, date, and location noted. All requests for reimbursement should be accompanied by the agency incident report and submitted within 30 days following the incident. **Contact the CSFS-Golden District for the most current information concerning formats and documentation requirements for reimbursement requests - this information is also included in Exhibit U- 4 of this AOP.**

e. Payment for CSFS State Agreement Vehicles

Payment for Colorado State Forest Service State Agreement Vehicles on loan to fire protection districts and/or the Sheriff's Office assigned to the local CSFS District, and which are used on federal or other reimbursable wildfires, **must** be made to Colorado State Forest Service.

These vehicles will be reimbursed at the rates established annually by CSFS. State Agreement vehicles located within the CSFS Golden District and which may be used on fires in Clear Creek County are shown at the end of **Exhibit U-2.**

10. COOPERATIVE RESOURCE RATES FORM (CRRF)

The Cooperative Resource Rate Form (CRRF) is not a stand alone document. As an attachment to the County Annual Operating Plan, the CRRF documents Cooperator resource costs and conditions - should use of these resources by another agency become necessary. When the CRRF form is used, local fire agencies are considered a Cooperator by agreement, and not a contractor. As an attachment to the County Annual Operating Plan, linkage is provided through agreements with CSFS to the current COLORADO COOPERATIVE FIRE MANAGEMENT AGREEMENT (Attachment 2 of this AOP).

Contact the CSFS-Golden District for the most current information concerning development and documentation of appropriate rates for cooperator resources - this information will also be included in Exhibit U- 4 of this AOP.

CSFS-Golden District will receive and review all CRRF's for local cooperator resources. If the CRRF's are approved by CSFS for appropriate and documented rates, the CRRF's will become part of the county AOP for the period shown on the forms. If the CRRF's are not approved by CSFS, the forms will be returned to the cooperator along with an explanation on why the rates were deemed unacceptable.

CSFS-Golden District will forward copies of all approved CRRF's for Clear Creek County resources to the Clear Creek County Office of Emergency Management. Copies of completed CRRF's forms will be included in the applicable county AOP (**Exhibit U-3** of the Clear Creek County AOP). CRRF's submitted after the county AOP have been approved and updated will be distributed to the participating agencies as other updates to the AOP are prepared according to Chapter 14, Section C or on a monthly basis as appropriate.

CHAPTER 14. GENERAL PROCEDURES

A. Periodic Program Reviews

Federal agencies, CSFS and Clear Creek County review fire programs annually. Changes that affect interagency cooperation through this plan will be brought to the attention of all participants as they are made.

B. Annual Updating of the Plan

This operating plan must be reviewed annually. If no changes are made, a statement letter with signatures of all parties to this AOP will be distributed. It is the intent of the parties to this AOP to conduct the review on or before April 1st by participating agency representatives. The Colorado State Forest Service (CSFS) District Forester will be responsible for setting date, time and location of these meetings. The CSFS will also be responsible for providing letter updates to the primary participants.

The Clear Creek County Sheriff and the CSFS-Golden District will be responsible for preparing copies of the Annual Operating Plan for distribution to all Clear Creek County offices, Evergreen FPD, USFS Arapaho-Roosevelt National Forest, BLM, FTC, and the CSFS-State Office.

This plan becomes effective on the date signed by the last agency and shall remain in effect until terminated in writing by the parties involved, or until this plan expires as described under Plan Approval in Chapter 1.

C. Changes During Year (due to budget cuts or supplemental funding)

In the event that any participant of this plan has a policy or other change that affects any part of this plan, those changes will be brought to the attention of the CSFS office in Golden. CSFS will then distribute the proposed changes to the plan to all other participants for their review and approval.

D. Resolution of Disputes Procedure

Any and all disputes will be resolved by a meeting of all cooperating agency representatives signatory to this agreement. When a dispute is determined to exist, the CSFS Golden District will call a meeting of all parties to resolve the problem.

CHAPTER 15. DIRECTORY OF PERSONNEL AND/OR AUTHORIZED AGENCY REPRESENTATIVES – CSFS GOLDEN DISTRICT AREA

A. Bureau of Land Management

CANON CITY DISTRICT: 719-269-8500 FIRE 719-269-8552 FAX 719-269-8596
STATE OFFICE: 303-239-3689 / Ken Kerr, State FMO

B. Colorado State Forest Service

GOLDEN DISTRICT OFFICE: 303-279-9757
GOLDEN DISTRICT FIRE #: 303-279-2011
GOLDEN DISTRICT FAX #: 303-278-3899
FIRE DUTY OFFICER PAGER NUMBER: 303-855-0119 (DURING FIRE SEASON)
Alternate (all district staff) Pager Number: 303-855-0118 (IF NO ANSWER FOR 855-0119)

<u>NAME</u>	<u>TITLE</u>	<u>OFFICE</u>	<u>CELL</u>
ALLEN GALLAMORE	DISTRICT FORESTER	303-279-2011 x302	303-489-8060
PAT McLAUGHLIN	ASST DIST FORESTER	303-279-2011 x304	303-489-3595
KIRK WILL	ASST DIST FORESTER	303-279-2011 x310	303-489-3597
LAWTON GRINTER	FORESTER	303-279-2011 x305	303-915-4039
COLLIN WASSINNK	FORESTER	303-279-2011 x307	303-946-1307
KEVIN MICHALAK	ENGINE BOSS	303-279-2011 x309	720-838-6828

NORTH AREA OFFICE

VAUGHN JONES	NORTH AREA FMO	303-239-3851	303-909-5735
DAVE FARMER	NORTH AREA FORESTER	970-491-8064	970-217-6479

CSFS STATE OFFICE FDO: 1-970-222-2748 (cell/pager)

C. USDA Forest Service

FORT COLLINS INTERAGENCY DISPATCH CENTER: 1-970-295-6800
1-970-490-5291 (pager) FAX 1-970-295-6801

PUEBLO INTERAGENCY DISPATCH CENTER: 1-719-553-1600
FAX 1-719-553-1616

ARAPAHO-ROOSEVELT NATIONAL FOREST 1-970-295-6600
GEOFF BELL, FIRE MGMT OFFICER 1-970-295-6631/ 1-970-217-9814 (c)
(VACANT), ASSISTANT FIRE MGMT OFFICER, 1-970-295-6639

CLEAR CREEK RANGER DISTRICT: 303-567-3000; FAX 303-567-3021
WILL BRIGGS 303-541-2520(o), 303-461-9393(pgr) / 303-441-3851 x5961(pgr),
303-956-2465 (c)
DAVE BUCHANAN 303-441-3851 #5962 (pgr) / 303-266-6741(pgr) / 303-506-7659
(c) 303-258-9193 (Nederland Work Center)

BOULDER RANGER DISTRICT: 303-541-2500 / 303-541-2515 FAX
WILL BRIGGS 303-541-2520 (o) / 303-461-9393 (pgr), 303-441-3851x5961 (pgr),
303-956-2465 (c)
DAVE BUCHANAN 303-441-3851x5962(pgr) / 303-266-6741(pgr) / 303-506-7659(c)
303-258-9193 (Nederland Work Center)

PIKE-SAN ISABEL NATIONAL FOREST 1-719-553-1400 (o)
SHANE GREER, FIRE MGMT OFFICER 1-719-553-1630 (o)
JEFF VANIS, ASSISTANT FIRE MGMT OFFICER 1-719-553-1631 (o)

SOUTH PLATTE RANGER DISTRICT: 303-275-5610 / FAX 303-275-5642
GARY SHAFFER 303-275-5632 (o) / 303-601-6439 (c)
DANNY ESCOBEDO 303-275-5360 (o) / 303-588-7674 (c)
KRIS HEINY 303-275-5636 (o)
DAVE MOBLEY 303-838-5633 (Buffalo Creek Work Center)

