



## **Montrose Interagency Coordinating Group (MTCG)**

**BLM – Uncompahgre & Gunnison Field Offices  
USFS – Grand Mesa, Uncompahgre & Gunnison National Forests  
NPS – Black Canyon of the Gunnison National Park &  
Curecanti National Recreation Area,  
Colorado Division of Fire Prevention and Control**

## **Charter**

### **Mission Statement**

The Montrose Interagency Coordinating Group (hereafter referred to as MTCG) is responsible for furthering interagency cooperation, communications and coordination, and to implement interagency fire management direction within the sphere of influence of the Montrose Interagency Dispatch Center and its neighboring Dispatch Centers.

### **Purpose and Duties**

- Provide interagency leadership and coordinated implementation of current policies, directions and standards for fire management activities.
- Instill professionalism in all aspects of fire management and develop a full partnership, trust and mutual assistance among fire management entities.
- Recommend a unified course of action to agency administrators in order to promote safety and provide oversight in all aspects of fire management.
- Provide a communication link between local, state, tribal and federal entities.
- Serve as a focal point for requests for interagency action to and from the area and local level.
- Serve as a forum for the identification of interagency fire management issues and their solutions such as:
  - Supporting and promoting ecosystem management, urban / rural / wildland interface, fire prevention and education and fuels and resource management within the scope of current Wildland Fire Policy.
  - Managing interagency safety and training programs within the sphere of influence.
  - Establishing committees / task groups to address interagency issues within the MTCG sphere of influence;
  - Providing oversight to area and national training nominations at the 300 level and above

Facilitate coordination and efficiency in all fire management activities by:

- Establishing an interagency preparedness plan within agency guidelines which defines parameters and specific action items for each preparedness level.



- Establishing a delegation of authority for the Montrose Interagency Dispatch Center to set priorities for the movement and commitment of resources on an interagency basis based on specific preparedness levels.
- Directing the establishment of priorities beyond that authority delegated to Montrose Interagency Dispatch Center.
- Providing oversight to the Montrose Interagency Dispatch Center.
- Establishing and maintaining a local Multi- (MAC) Group agency Coordination
- Coordinating fire severity requests.
- Coordinating fire use restrictions during periods of high fire danger.
- Coordinating zone sponsored training at the 100 and 200 levels through the training committee.
- Providing oversight and approval of the Montrose Interagency Dispatch Standard Operating Plan and Mobilization Guide.
- Providing coordinated input into County Wildland Fire Annual Operating Plans.
- Coordinating prescribed fire and smoke management.
- Representing the MTCG at meetings of the Rocky Mountain Area Coordinating Group.

The MTCG members will be responsible to ensure that respective policies and procedures are maintained and that agency administrators are informed. Policy recommendations which require changes, modifications, or costs will be reviewed and approved by agency administrators before implementation.

### **Membership:**

The MTCG, established as a board of directors, will be comprised of the lead fire manager or their designee from each of the following agencies:

USDI Bureau of Land Management – Southwest District BLM

USDA Forest Service – Grand Mesa Uncompahgre Gunnison National Forest

Colorado State Division of Fire Prevention and Control- SW Region

USDI National Park Service – Black Canyon National Park and Curecanti National Recreation area.

A representative from each of the following offices will serve as advisors/liaisons to the Board:  
Montrose Interagency Dispatch Center Manager  
Rocky Mountain Coordinating Group



MTCG members must have the authority to fully represent their agency in Board functions. An alternate representative needs to be designate by each Agency Board Member to cover in his/her absence. ***MAC Group members must have a written delegation of authority from their Agency Administrator.*** Based on the order of board member agencies listed above, a chairperson will be chosen to serve a one year term. A vice chair will be the representative from the next agency on the list and will assume the chair position as it becomes vacant. Terms will be based on a calendar year. Interim vacancies will cause the rotation of the chair and vice chair to move accordingly. The chairperson is responsible for calling meetings, calling for items and setting agendas, running the meetings and follow-up on action items. They will also sign appropriate MTCG documents/correspondence. The vice chair will serve in the absence of the chairperson. The MTCG members or designees will also serve on the Multi-agency Coordinating (MAC) Group when activated.

Chair and vice chair will rotate between the 6 agencies. Starting in 2015 chair will be DFPC and vice chair will be NPS, whom will be chair in 2017. Then rotate annually GMUG, BLM, DFPC then NPS.

### **Meetings:**

The MTCG will schedule three regular meetings per year - fall, winter and spring to discuss MTCG fire management activities. Regular meetings for the coming year will be scheduled at the fall meeting. Meetings will be scheduled to allow all agencies to participate. Hosting of meetings will rotate among the MTCG membership. The host will be responsible for meeting room space and any costs incurred for the meeting room arrangements. Additional meetings may be called as needed by the chairperson, with agenda and location agreed upon by the membership. The chairperson may also use conference calls to poll members on issues. Action items requiring MTCG decisions are to be distributed along with meeting agendas to the membership two weeks prior to each meeting. Board members will ensure that they will be present at all meetings, or will send a representative acting with authority to fully represent their agency.

### **Committees/Task Groups:**

The Board will identify issues and concerns of mutual interest and task out assignments to specific working committees. Specific working committees may be formed to deal with long standing issues such as training, logistics coordination, coordinated prescribed fire management, coordinated fire management analysis and planning, or other working committees as needed. The Board will provide direction, oversight, and the meeting minutes to the chairperson of each working committee. Working committees will elect a chairperson; minutes of meetings will be taken and distributed to committee members and to Board members. Committee chairpersons or their representatives are encouraged to attend the general Board meetings. Working committees may define temporary task groups which may have one or more responsibilities. The group, upon completion of its task, shall adjourn unless an additional task is assigned. There are currently two



permanent committees under the MTCG; they are the Training Committee and the Operations Task Group.

### **FIRE DUTY OFFICER; Roles and Responsibilities**

Serve as a liaison between the Montrose Interagency Coordinating Group (MTCG) and the Montrose Interagency Dispatch Center (MTC), and provides fire management (wildland and prescribed fire) oversight and support to MTC. Serves as a point of contact for the MTC coordinator, local MAC group, agency line officers and others as circumstances dictate. Assists the MTC coordinator as requested, with problem solving and provides decision support.

#### **The MTCG Fire Duty Officers will:**

Be assigned one week on-call periods, during which they will be required to be available on a 24 hour basis and be able to respond on short notice. Be required to check-in with MTC at least once daily during their designated on-call periods as defined by preparedness levels. Assure close coordination with the MTC coordinator on duty, to alleviate any duplication of duties. Serve as an extension of the Montrose Interagency Coordinating Group by providing strategic oversight and direction and keep the MTCG informed and updated on incident activity. Serve as a conduit of information between the MTC and MTCG and be responsible for organizing conference calls as circumstances warrant. Determine the need for joint duty officer responses. Initiate the activation on the Montrose Interagency MAC group, as needed. Work within existing and appropriate logistical/managerial channels.

#### **In relation to the MTCG-FDO the MTC will:**

Brief the designated FDO about current situations as requested or as circumstances warrant. Provide resource status, incident activity, and weather related potential, serious injury, fatalities or property loss. Provide close coordination with the FDO to assure that local agency and Rocky Mountain Area issues are being addressed and needs met.



Brandon Lewis FMO SW District  
 Fire Management Officer- USDI\_BLM, Southwest District

5/28/15  
 Date

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 Fire Management Officer- USDI\_NPS, Black Canyon NPS &  
 Curecanti National Recreation Area

\_\_\_\_\_  
 Date

Clayton Lewis  
 Fire Management Officer- USDA\_USFS, GMUG National Forest

29/May/2015  
 Date

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 Fire Management Officer- Division of Fire Prevention and Control, SW Region

\_\_\_\_\_  
 Date





Fire Management Officer- USDI\_BLM, Southwest District

Date

*Andrew T. Bunker*

*5/28/2015*

Fire Management Officer- USDI\_NPS, Black Canyon NPS & Curecanti National Recreation Area

Date

Fire Management Officer- USDA\_USFS, GMUG National Forest

Date

*Steven D. Ellis*

05/28/2015

Fire Management Officer- Division of Fire Prevention and Control, SW Region

Date

