SOUTHERN AREA COORDINATION CENTER OPERATING PLAN

FOR INTERAGENCY AGREEMENT

NUMBER

19-IA-11083150-015

Between

The United States Department of Agriculture, Forest Service, Region Eight (8); and

The United States Department of the Interior, National Park Service, (Intermountain, Southeast, Northeast, Midwest) Region; and

The United States Department of the Interior, Fish and Wildlife Service, (2, 4, 5) Region; and

The United States Department of the Interior, Bureau of Indian Affairs, (Eastern Southern Plains, Eastern Oklahoma);

The United States Department of the Interior, Bureau of Land Management, Southeastern States Region;

This Operating Plan is hereby made and entered into by and between the parties pursuant to the Master Interagency Agreement (FS Agreement # 19-IA-11083150-014) signed and dated 2018. This Operating Plan, inclusive of any referenced attachments or exhibits, is tiered to the Agreement. A formal modification to the Agreement is unnecessary, but shall not contradict the Agreement.

I. PURPOSE

This is the Southern Area Coordination Center Operating Plan applicable to all signatory parties within Southern Area. Its purpose is to set forth agreed upon services to be provided to the federal and state wildland fire management agencies within the Southern Area, through the Southern Area Coordination Center (SACC) and responsibilities of each participating member in the operation of the SACC.

II. ADMINISTRATIVE OVERSIGHT

The Southern Area Coordination Center is managed by the Southern Area Coordinating Group (SACG). The SACG will provide direction and guidance to the SACC as needed.

III. SERVICES

A. SACC will conduct, but is not limited to, the following activities:

1. Establish incident priorities and resource allocation during periods of competition or depletion of resources. The Center Manager or Acting will manage prioritization and allocation at lower preparedness levels and will be assisted by the Southern Area Multi-Agency Group during higher preparedness levels.

2. Develop and implement a system for maintaining cost effective and timely coordination of interagency emergency response for wildland fire and all hazard incidents. This will be
accomplished by identifying, positioning and utilizing established procedures and resources to meet anticipated and existing wildland fire and all-hazard incident needs through the use of the closest available resources regardless of location and agency affiliation.

3. SACC will establish standard procedures, which guide the operations of multi-agency logistical support activity in the Southern Area. These procedures will be described in the Southern Area Interagency Mobilization Guide prepared annually by SACC and approved by the SACG. This guide is intended to facilitate the interagency mobilization and coordination of resources, ensuring that the most timely and cost effective incident support services are provided.

4. When staffed, SACC will provide daily weather and intelligence briefings, situation reporting and will keep the SACC website current and accurate.

5. SACC will track, roster and mobilize the Southern Area Incident Management Teams.

B. All federal and state wildland fire management members in the Southern Area will:
   1. Provide SACC with accurate status of agency resources in Resource Ordering and Status System (ROSS)
   2. Advise SACC if restrictions must be placed on member resources due to wildland fire member policy.
   3. Provide appropriate funding codes for all requested resources.

IV. INTERAGENCY RESOURCES
A. The Southern Area Interagency Mobilization Guide is considered part of this Operating Plan and outlines interagency resource movement and commitment.

V. SOUTHERN AREA MULTI-AGENCY COORDINATING GROUP (SAMAC)
A. The Southern Area MAC Group will be activated when SACC is experiencing increased activity and needs assistance in setting incident priorities and allocating resources.
B. The SAMAC may be activated at Preparedness 3 and higher by the SACG.
C. Details on the SAMAC can be found in the SAMAC Operating Plan.

VI. ADMINISTRATION
The SACC is an interagency effort and the Center Manager or acting Center Manager will:
A. Be delegated authority for day-to-day operational needs, including supervision.
B. Initiate Performance Evaluations/Appraisals, Individual Development Plans, and Travel and Training Plans of employees within the office in conjunction with the supervisor of record
C. Meet bi-annually (or as often as needed) with the official supervisor of record and the employee for Performance Evaluations/Appraisals.
D. Additional meetings may be called by any party to this Agreement after consultation with other parties, at such time and place as agreed upon to discuss any problems arising under this Agreement.

VII. FUNDING
A. SACC will operate on an annual budget supported and approved by SACG.
B. The current fiscal year budget and the proportionate agency costs are outlined in the SACC Financial Plan.
C. The SACC Financial Plan will be approved annually. The next fiscal year budget will be submitted to and approved by SACG prior to June 15th annually.
D. The plan will include salary, fixed costs and non-fixed cost for SACC operations. The agreed upon percentage share will be applied to the total planned budget for each agency.
E. The SACC Center Manager is responsible for tracking the reimbursable funds of each agency. At the end of the fiscal year the Center Manager will reconcile the budget with each agency based on the actual amount spent.
F. The Center Manager is responsible for reviewing the budget periodically to determine if adjustments are needed. Requests for additional funds will be presented to the SACG for final decision.

G. Financial obligations of each contributing agency are payable at end of each fiscal year for the upcoming year.

H. Transfer of funds will be conducted using the Interagency Agreement (IA) mechanism.

I. Specific contribution amounts and breakdowns are listed in the SACC Financial Plan.

VIII. AGENCY OFFICERS.

SACG members are delegated responsibility for carrying out this Agreement by their administrators. Those individuals will review, modify, and approve the Operating Plan by close of business at the annual winter SACG meeting.
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written below

USDOI FISH AND WILDLIFE SERVICE

[Signature]

Regional Director  Actng
Date: 12-7-15
USDA FOREST SERVICE
REGION 8

Regional Forester
Date: 11/14/18

Agreements Specialist
Date: 11/5/18
USDOI BUREAU OF LAND MANAGEMENT
EASTERN STATES

State Director
Date: ________________

MARIA GOCHIS
Contracting Officer
Date: ________________

Digitally signed by MARIA GOCHIS
Date: 2018-12-18 09:15:20 -07'00'