

**CENTER MANAGER MEETING**  
**October 2-3, 2007**  
**Prescott, Arizona**

**ATTENDANCE:**

Kenan Jaycox, SWCC	Jeremy McKellar, NM-ABC	Bill Jackson, AZ-SDC
Tilly Elliott, NM-SDC	Wendy Tolman, NM-SFC	Chuck Holt, AZ-TDC
Eva Wilson, NM-TDC	Ronnie McCabe, AZ-PHC	Norma Orozco, AZ-WDC
Claren Martinez, NM-TDC	Steve Webb, AZ-PHC	Jeff Andrews, AZ-PDC
Nicole Finch, NM-ADC	Michelle Lassila, AZ-ADC	Glenn Joki, AZ-ADC
Beth Spencer, NM-ADC		

Reviewed last meeting notes/action items.

**NEXT MEETING IS SCHEDULED FOR MARCH 4-5, 2008 IN SANTA FE, NM**

**REVIEW OF THE 2007 SEASON/SUCCESS AND ISSUES**

Southeast Arizona benefited from AZ being dry and NM being wet. Next spring they will mobilize Law Enforcement for the Coronado during initial attack, due to the border issue. They will not IA any fire without Law Enforcement, due to the dangerous border issues.

Prescott & Kaibab had a lot of resources staging, but not much work for them.

Tonto NF started off busy with Promontory, but then it stayed pretty quiet. It was a learning year with Interagency, having San Carlos and Pima joining their Dispatch. It ran successfully, without too many problems. Their Mob center was pretty busy. They also hired two BIA Dispatchers, who have a lot of experience and are glad to have them.

Santa Fe was very quiet all year. Their only issues were the WUI fires were hard to manage, but once they were able to get IC's on them, it worked out very well.

Albuquerque had a mild season. They switched to Wild Cad and are fully up and running for tracking and IA. The Center Manager took another position, so the job will be flown soon. The Mob Center for them was also very busy.

Apache Sitgreaves was slow, but when they did get busy, NM resources helped out a lot. They also just hired a new Center Manager, Beth Spencer.

Alamogordo was extremely slow. Roswell had some grass fires, but they didn't amount to much.

Taos quiet. A couple of fires which almost went Type II, but didn't. They were very wet. They were able to send a lot of their folks out on assignments.

Silver City had more fires than 2006, but they had so much moisture, the fires weren't any problem. Lots of good exchanges with R1.

SWCC was fortunate this year to have minimal activity. They will be looking at different ways to address the Hotshot rotation, if we have another season like this year.

### **THREE TIER UPDATES**

Silver City – No issues with Three Tier

Taos - Still working on radio transition plans for the planned merger with Four Corners Dispatch. They still do not have radio coverage at this time.

Alamogordo – They are set up with Roswell. Very good radio coverage. Two dispatchers will start on 12/11/07. Construction was suppose to begin on Sept. 1, but hasn't started yet. BLM will finance the project to expand their office. BLM will sponsor the Center Manager.

Springerville - Dispatch will be moving to Showlow soon and hopes to be operational by the first of November. Working with the BIA. There is a request for them to get communications set up in Showlow. ISO will help get the communications set up. Phones also still need to be set up. Beth Spencer was hired as their Center Manager. They also hope to be up and running by next fire season.

Albuquerque – exploring options to make some of the BIA units third tier. Agreements and communications plans are being worked out.

Santa Fe - State of NM is the only getting a new radio system in their shop and will get their radio frequencies ISO is funding this. No other problems

Tonto – San Carlos and Phoenix only needed one repeater set up. Pima never really had any frequencies of their own. Pima is using Tonto frequencies at this time and that is working. Gila Fire Department may take on the Pima Agency, but that is up in the air. It worked really well.

Arizona State Land - Yuma BLM and the tribal agencies along the Colorado River will be dispatched from ADC. Communications are well established.

Tucson – has taken over aircraft dispatching from Safford and will have completely merged by fire season 2008. Safford BLM agreed to fund the Asst. Center Manager. Transition plans and ops plans are in place and working well. The next couple of weeks they should get a BLM computer in their office. They will try to move out of Tucson and build a fire center. They will try to get the Tohono-Odham merged with their office. Things have been running smoothly.

Williams - Truxton Agency may merge, but nothing has really been looked at, at this time. They have the NPS in place and it has always run smoothly.

Prescott – They have been talking to the local Fire Departments in doing their IA in the near future. There is an agreement set up with Flagstaff and ADC already. This is only for IA, not ROSS. Nothing has been set up at this time.

### **MOBILIZATION CENTER STUDY GROUP**

A mobilization center study group tasked by SWCG is being put together to look at mob center efficiencies, locations, what the future holds, etc. The percentage of crews serviced by these two Mob centers is high. A draft charter is complete and the group will begin work later this year.

### **DISPATCH WORKSHOP**

This year it will be held in Sedona AZ. January 28-February 1 @ the Radisson Resort. Nicole will create a questionnaire for the Dispatch community to fill out, as to what they would like to see at this year's workshop. Funding for the workshop will rotate through the different agencies beginning in 2009. Suggestions were to be more structured and do break outs with more Dispatch training. Maybe do the Fire Refresher there Nicole will send out a questionnaire on things folks would like to see this year.

### **INCIDENT RELEASE PRIORITIES**

SWCC will work with the Incident Host Dispatch Office and IMT to coordinate the release priorities for resources assigned to southwest incidents. This verbiage will be entered into the Mob Guide in 2008. It will give Dispatchers guidance in releasing resources particularly in the higher PL Levels.

### **NEIGHBORHOOD AGREEMENT REVIEW/UPDATES**

This agreement is working well. No changes needed. If you know your neighbors do not have the particular resource, put the information into documentation and place up to SWCC then SWCC will know that the neighbors have been shopped.

### **AIRTANKER DIVERSIONS/RESPONSIBILITIES**

If an Airtanker is being diverted to a new fire, whose responsibility would it be to contact the Dispatch offices involved? Discussion was held and it was determined SWCC needs to contact both Dispatch offices. There will be minimal "reassignments". When a Tanker gets ordered to a new fire, the previous office where it's assigned will release to the current Tanker Base and SWCC will place a new order. This way the dispatch office that controls the tanker base will be involved and pass the required information for the new fire to the tanker base.

### **AVIATION "SUPPORT" ORDERS**

The A# for fixed wing tactical aircraft needs to be generated from the incident host. Dispatchers needs to stay away from creating support A#'s on someone else's incident.

## **ROSS CHANGE SUBMISSIONS**

Chuck brought up the ROSS Change board. He submitted two changes. Jetports should be a required field on the Resource Order. This should already have been taken care of in the new installation. His second submission is trying to make the Trainee field a required field when ordering. There would be some stipulations, i.e. having the order make its rounds first to get a fully qualified individual, but then if it comes back through the system, the Trainee will kick in. If you think of anything that could make the system better, don't hesitate to submit your idea to the change board.

## **CREW MOBILIZATION ISSUES**

Discussed several issues when mobilizing crews.

- When mobilizing a crew, fill the order as soon as possible, if you don't it may be pulled, due to no activity in ROSS
- Rostering all crews in ROSS is best as ordering unit can print manifest
- Fly vs. Drive – Bottom line...it will depend on the nature of the incident or NICC's direction
- Need contact information for crew, i.e. cell phone numbers for CREP or CRWB and/or bus driver. This is used for diversions, emergencies or any type of logistical needs
- Certifying crew qualifications – It is the home unit's responsibility to make sure the crews they send out are qualified
- Self-Sufficiency issues – Document whether or not crews are self-sufficient and if they are not, document their needs. The incident may or may not want a crew unless it is self-sufficient. Do not mobilize a non self-sufficient crew via driving without first setting up logistics on how they will be taken care of.
- Identification Cards – All members are required to have proper ID on them. Just because you drove during mobilization doesn't necessarily mean you will drive back. Members may need commercial flights home and an ID is a requirement.
- Disciplinary issues on incidents. SWCC compiles all known information and passes to the home unit of the individual(s).
- Trainee vs. Qualified Type I Crews

Frank will write up an issue paper on the above issues and present them at the National Coordinator's meeting in December. This will also be discussed at the upcoming NMAC/GMAC meeting. Possibility of a Type 1 Trainee qualification in ROSS.

## **SHOPPING ROSS ORDERS**

SWCC will continue to place resource orders to units who may not show anyone available and expect that center to do what they can to try and fill the order, regardless of what ROSS shows. Until we can better handle on ROSS availability and furthering the use of self-status, shopping will continue. Hopefully we will eventually get to the point of using ROSS availability only, but not quite there yet.

## **D-CLASSES AND ROSS TRAINING**

D-312, first week of November – Need Coaches  
D-311, May be taught in Showlow  
D-310, end of November – Need Instructors and Coaches

Nicole may be able to set up some ROSS training. Depending on how many folks need this training, she may be able to do one in NM and one in AZ.

## **COOP PLANS/BACKUP CONNECTIVITY/SERVERS**

Passed out SWCC's COOP (Continuity of Operations Plan) out to everyone and discussed their plans, in an event of an emergency. They will be able to continue their operations without being connected to the Forest Service and they also have a back-up office they can use at FUTA. Every office should have a COOP, or be thinking about what they would do, if they had an emergency near or at their office. Make sure they are updated each year.

## **USFS AGREEMENT WITH REGION 1**

This agreement was used heavily this year. It worked well in most cases but occasionally put the dispatch offices and SWCC in a difficult spot where priority fires outside of Region 1 needed resources, but the USFS Region 3 resources were being "held" for Region 1. Ken will discuss concerns to USFS Operations and see how we can improve for next year.

## **2007 IMT Mobilization Issues**

### Team Availability

Need to reaffirm with IC's that their availability in ROSS is accurate. There were several occasions this year where an IMT was showing available on the Sit300 and in ROSS and the teams were UTF when a request was placed. Ongoing communication with team members and their availability is critical in maintaining accurate availability, then communicating this regularly with SWCC.

### Driving versus Flying

The SWCC will communicate with the IC and the hosting dispatch of the IMT about the parameters of the request. The date and time needed and travel distance required will usually determine the most efficient mobilization. The contact information for the host dispatch and/or agency administrator will be given to the IC and any negotiation on date and time needed and mobilization method needs to be communicated back to SWCC. The SWCC will then update NICC on any changes from the original request parameters. If a requesting unit insists on flying, then it is incumbent on them to ensure vehicle or rental car availability, which will often support the driving option during busy mobilization periods. Remember that we kill and injure more firefighters in driving accidents than we do on the fires. Driving large numbers of folks long distances is a risky activity.

## Weight Limitations on NIFC Jet

All IMT mobilizations on the NIFC jet are subject to the weight limitations as specified in the National Mobilization Guide in Section 13.8. This includes a soft, frameless pack no more than 45 pounds and web gear/briefcase not to exceed 20 pounds. Pre-identified IMT members are authorized additional weight, not to exceed 300 pounds, per team. The IC must communicate in advance which team members are authorized additional weights.

## Vacant Positions

The Southwest Area will follow the standard size/configuration for IMT's as specified in the Southwest Mobilization Guide Section 68.3, which mimics the National Mob Guide. SWCC has orders from SWCG to ensure T1, T2, and FUMT mobilizations meet the mob guide size/configuration standards unless deficiencies are pre-negotiated in advance of mobilization with the requesting unit. Any variation from the standard configuration is at the discretion of the requesting unit upon discussions with the IC. Any approved vacancies then need to be communicated to SWCC so that the ordering GACC or dispatch office can also be notified. If the IC indicates that a vacant position needs to be ordered and filled, the SWCC will communicate with the ordering GACC to determine how to proceed. The ordering GACC may choose to try and fill these vacancies locally.

2007 examples:        -T2 team went to an incident with no FBAN, relying on ordering to fill the need.

-T2 Team tried to go to an incident with no AOBD

-T2 Team tried to go to an incident with no Procurement Unit Leader. Requesting unit OK'd as they said they had a buying team in place to cover that gap.

-T2 Team declined an assignment as they had no FSC2.

## **DATA DELIVERY / DATA CALLS**

Conducted a training session of how to use the ROSS Data Delivery System to complete the Dispatch Feasibility Study Data Calls.

DEADLINE is OCT 19, 2007

