

Great Basin Operations Committee Meeting

Day 1 -- November 13, 2012 -- NUIFC

Paul Peterson (Chair), Steve Banks, Steve Saw, Tracy Dunford, Scott Rasmussen, Shane Freeman, Chip Collins, Chris Ourada, Nancy Ellsworth, Dave Curry, Tenna Biggs, Beth Lund, Rex McKnight, Tracy Swenson (vice-Chair), Chris Delaney, Mark Rosenthal, Ruta Glinski, Gina Dingman, Jana Barabochkine, Roy Fetzer, Steve Douglas, Mike Morcom, Nelda St. Clair

Other Topics suggested for “bin”:

Mark Rosenthal- Numerical Evaluation component on Team Evaluations

Coordinating Group Update: (Rex)

- IMT's- Decision made to go from 6 IMT2's in the Great Basin down to 5 (2 weeks ago)- Tracy Dunford selected as new ICT2 and Mike Whalen to extend one year. Sommer (Team 8) /Ourada(Team 6) IMT's combine into 1 team (will take the number Team 6 and Adell will assume Team 7).
- Will need to discuss the rotation as having 5 teams will change what is currently in place.
- MAC group ran about 4 ½ weeks this summer- haven't been together since 2007. A number of processes and procedures have changed within the past five years including information requirements from NMAC for national resources, especially Type 1 crews. They didn't have a specific format which made it difficult. NMAC is going to be working on putting together a more streamlined process.

New GBOC Chair/vice-Chair

Tracy Swenson will be transitioning with Paul Petersen as GB Operations Committee Chair. This will be effective in January for the period of two years. Vice chair -- Beth Lund & Chris Delaney interested— vote taken and Lund named vice-Chair.

AAR and Discussion

- Teams that are not self-sufficient (cannot pay for their rooms, etc.) is becoming an issue. EGBCC ordered a Type 2 IMT and requested they be self-sufficient (per Special Needs in ROSS) but received one that wasn't. This was a major impact since EGBCC has no way to provide hotel rooms, rental cars, meals, etc. This issue needs to be taken forward to the NMAC/GMAC or the National Coordinator's Meeting. (Ruta Glinski submitted the issue as an agenda item for the National Coordinator's Meeting).
- **Aviation Issues-** Steve Banks
 - Aircraft Tactical Report –EGBCC and WGBCC have attempted to use ROSS reports to status aircraft instead of the Great Basin Tactical Report which was traditionally used. The ROSS reports do not meet the needs of the users and aviation managers, air base managers, etc. have requested they use the old format. The ROSS reports are very difficult to brief from and in

some cases lists a number of CWN aircraft that are not actually hired or available. BLM ID FMO's don't care to use the ROSS reports and WGBCC has received significant push back from their users – it's not useful to them. An issue paper is being prepared and requesting that the GACC's go back to the old format. An automated format to gather the data would be preferred. Dave Curry says it is being worked on by George Long @ EBC and Frank @ WBC. Due date – Paul Petersen would like to have something by team selection meeting- mid February. Dave agreed to have proposal by then.

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- DOI interpretation of acquisition law-- Concerns by DOI that dispatchers are able to order and move airtankers; they feel it should be a warranted CO. This may present issues--we have seen it before.
- Mob Guide updates on Ch. 20 and Ch. 80 – main priority. Due to Scott Salisbury at WGBCC by the end of January. Nelda forwarded change letter signed by Mike Morcom.
- A/G naming convention has not been adopted nationally. Currently each frequency assigned numerical name 1-73. AK, CA, Northern Rockies, Eastern Area, Southern Area- are still not on board yet. Action: recommend Steve Banks present issue to National A/G naming convention to National Multi-Agency Coordinating Group in January 2013.
- RT-372-- Helicopter Manager Workshop for the past few years has been in conjunction with IAT. Last year had negative reviews. Going to break off from IAT and do our own workshop. Will be holding it in Northern Utah area for next year- for Great Basin Geographic Area. IAT has been informed- there will not be any training held with IAT.
- Air Attack Workshop-- April 30 - May 1 in Boise. National office provides money for airplane. Will begin rotating workshop between ID, UT, NV.
- RT-273 Local option. SEAT Manager.
- Helicopter Coordinator position at the GACC level-- Aviation Committee would like the GACC Managers to place a Helicopter Coordinator with the GACC Aircraft Desks during PL 3 and above. Would not duplicate what the MAC Group is doing if the MAC is in place. No specific aviation qualifications would be required but recommend a Unit Aviation Officer or higher level. GACC Managers (Dave and Ruta) agreed to possibly consider if they see a need.
- Efficiency of dispatching and neighborhood policy – GACC to GACC ordering did not seem efficient. Northern Rockies ordered an ATGS for a fire when a Great Basin Air Attack was available in the area. Some aircraft was overflown or released at 1800 when an adjacent dispatch center was placing orders.
- BLM Helitack and RADS - tested in CA there was interference with the arm and the location of one of the seatbelts. Training tower at Lucky peak. BLM National Office considering converting BLM Helitack Crew in Salt Lake City to RADS.
- Emergency Helicopter Hoist Operations- National Guard- aviation working committee recommends that it would be beneficial for each state (UT, NV, ID, WY) National Guard activation process be written up and compiled into a Great Basin Operations Guide. Action: Aviation Working Committee and State GBCG representatives will develop a plan by May 1.
- This last year had a scooper in Twin was utilized with success in both Idaho and Nevada. BLM ID, UT, NV work on Ops plan for scoopers. Steve Banks has the lead.
- Air Crew Orientation Guide- every unit has their own guide. Recommend consolidating one guide for the Great Basin.

- Aviation position Trainees (significant shortage area) Reminder to look at the trainee lists and include the Great Basin GATR and Aviation Committee Chair at the team selection meetings.

Support Codes for extending staffing- confusion in the field as to what and when. BLM is working on support code issue at the FLT level--putting together an "orange book"- BLM specific Fire Business outside of the yellow book. FS is working on a similar thing as well. They have been given national direction. Beth has a copy of BLM Draft and is working on the issue as well for FS. Issue was brought up in dispatch AAR as well. Bottom line BLM has no direction on use of support codes.

-Break- votes for vice chair

Nelda – FAST/ASAT

Put together two FAST and 1 ASAT team via MAC and 1 ASAT mobilized by FS.

- Took findings to aviation committee last week. Steve addressed some of them: helicopter extraction capability and lack of T3 High performance helicopters were an issue.
- Interpretations by teams were all different on the Dutch Creek protocols- will defer until tomorrow.
- Fairly easy to put together the first FAST team- met at EGBCC energy development hazards were an issue.
- Dehydration and Heat related illnesses- were concerns.
- 2nd team was difficult to put together and took a long time.
- Would like to send out an interest announcement at the beginning of the year, to have a list of people who might be interested.
- FAST and ASAT teams should be mobilized by the MAC group to ensure certain procedures are followed and delegation of authority and the interagency coordination and support.
- Suggestions were received back from both teams on improvement suggestions.
- What are we doing with the findings?
- Nelda had a couple of team members stay behind to help remedy issues that needed immediate attention.
- Issues not needing immediate attention have been passed to the appropriate committee this fall to be addressed over the winter.

Lack of agency procurement support was an issue. Teams that came in from outside the area that were not self-sufficient. Did not have the ability to find agency procurement support. Suggestion for teams coming in from outside, was going to take to the NMAC/GMAC committee. Issue with agency procurement support needs to be addressed and would like to have a fix by next fire season.

Crews

- Unavailability of T1 crews was a concern of the teams. It started out being difficult and it never improved.
- We were told our cap was 30 but we never made it to that. The cap varied also told it was 24, 26 depending on the day.
- Physical fitness level of crews was also an issue... also training was an issue- are the crews getting the appropriate training? IRPGs handed out and reaction of crew caused concern.
- Crews coming without tools, particularly saws and transportation was also an issue.

- Crews who say they are T2IA crews but cannot function as such. Beth was not seeing much of a difference between T2 and T2IA crew. Bring it to the attention of the NMAC. Hard to correct the issue of transportation with crews coming from out of area. Delaney- Bigger issue- the current standards we have for crews are not adequate, need to go back to agencies and take to NWCG to increase fitness standard for crews. Certification process for T2IA crews within the great basin? Peer review process? Paul- for any BLM T2IA crew it will be a state FMO certification. Nelda- Possibility of having a crew coordinator at NICC working for NMAC? Had a previous IHC Supt. As part of GMAC at one point. Felt like it was very beneficial for the group. In the process of writing an IHC allocation paper to take to NMAC.
- Felt there was a breakdown in communication between NICC and NMAC. We are going to see the Mission Specific Process in the future, will be looking for feedback on how we can enhance it and make it more workable. Think we can up with something between the new 209 and WFDSS. Discrepancies between 209 and resource orders... lack of quality of 209s made it difficult to allocate crews.
- Specific actions for the ops group to take to the coordinating group- would like feedback on crew certification process and allocation process. Dunford- we have a standard but we are not adhering to it- recommendation is to do what local BLM is doing and have a certification process/review. All we can do is work on our own crews within our area... put together a group to work on getting a T2IA crew standardization. Nelda, Jess Costello, Dunford, Rosenthal- will take Jess' recommendation from a couple of years ago and put something together prior to the Mob Guide going to print.

Trainees- we previously had a list of priority trainees for GACC. Training group has also noticed this issue and is working on it. Trainee coordinator- each geographic area is looking to appoint an individual for this purpose.

Nelda is working on developing a **process of tracking the issues** that have come up to ensure they are followed up on and solutions found.

Delany- what level interest is there in the **loss/use reports** from the cache. Beth feels the ops group should be looking at those. FS has vested interest in it, Beth is doing it for the intermountain region and will bring in what she has worked on up to this point.

IMT evaluations were posted last Friday- was the format ok for sharing documents... yes

- What needs to be addressed.....?
 - 3- 4 different formats. Why aren't we using a standard form?
 - Form was to be utilized to get standard feedback from all agency administrators.
 - Do we need different questions, are questions relevant? This may be more of an agency administrator issue. How do we get them to document honest and open. Is it timing? Do the issues get found/understood after the team has left, but evaluation has already been done.
 - What about the final evaluation to be done once the finance package is completed? If the evaluation is enough to get the appropriated feedback, what about putting together a task group to do calls (like an AAR) to agency administrators? The form is lengthy and there is some duplication can it be modified.....

- Review IMT eval, make recommendations for change: **Shaw, Lund, Rosenthal, Kidd**. Deadline for DRAFT is Mid-February- team selection. Chair of coordinating group needs to reemphasize to agency administrators the importance of these evaluations.

IMT close-out process: numerous formats for close out packages.... AAR with honest feedback?

- Meeting format: Notable success, challenges, issues that need to be looked into, bullet statement narrative, not each section writing daily summary.
- National lessons learned format- 4 questions.
- Keeping it to the command and general staff.
- Would it be beneficial to have the AAR Facilitator led?
- How necessary is the close-out? Good opportunity to discuss with the agency administrator issues and success, as long as there is an appropriate format. Issues should be discussed all along the way and not held until the close-out. **IC group take the lead** for the development. Coordinating group push to agency administrator's importance of evaluations and expectations/format of the close-outs.

Team Rosters....

- No T2 team was mobilized without having at least one vacancy in C&G. One team went out with 3-4 C&G vacancies. Wasn't consistent in one person/qualification with trainees.

IMT rotation to work with 5 teams: **Jana, Nancy, Nelda, Freeman, Swenson, Dunford**.

Succession moving all to T1 qualification – “Evolving Incident Management” project

- Look at posting with the announcements for team members that apply ... find a T2 team to target getting T1 qualified. Let folks know up front.
- Current process does not fit getting all those T1 qualified by 2016. Several different groups are working on getting something out beginning spring. May be beneficial to poll IC's to see where interest lies.
- 420, 520 selection/nomination criteria . Most were folks that were not known, which made it hard to prioritize. Ensure they have T1 experience, exposure. It is a requirement that they have some % completed prior to going to course. Why is there a different process in place for 520 nominations? Why don't the nominations go to the training group and then go to the coordinating group?
- Recommendation to send NIMO team out with T2 teams to mentor them and bring them up to T1 level... may run into road block to get all the T2 folks qualified as T1 if we don't start now.
- Training committee to coordinate 520 nominations, not ops committee? Not appropriate to have training committee do that, training committee didn't feel they knew the folks well enough to make those decisions
- The Operations Committee may need to provide more follow-up and coordinate with IC's about 520 candidates prior to forwarding names to GBCG.

OTIS- assigned to Tracy in April, not much has happened since then. It is in large part a big can of worms to get into. Charter is about 90% complete.

- Need to define what we are going to do with that FS has 46 computers on order. Each team will get 6 computers.

- Issue will be getting someone to do the imaging... or get them up and running. Will be at EGBCC initially.
- Looking for someone to help track them. Property Management is an issue. Develop a core group with representation from the operations committee.
- Looking to have things in order by team meetings.
- Charter will be complete by team meetings and computers should be here.

Need clarification from the coordinating group if there is going to be Team Meeting... Command and General Staff only?

Team nominations every year? More people might be more likely to apply to for a 1 year commitment. The IC would still be a 3 year commitment.

Day 2 -- November 14, 2012 -- NUIFC

Paul Peterson, Steve Banks, Steve Shaw, Tracy Dunford, John Kidd, Shane Freeman, Scott Rasmussen, Chip Collins, Chris Ourada, Nancy Ellsworth, Dave Curry, Mike Whalen, Rex McKnight, Tracy Swenson, Chris Delaney, Mark Rosenthal, Tenna Biggs, Sue Stewart, Beth Lund, Steve Douglas, Mike Morcom, Roy Fetzer, Ruta Glinski, Bob Houseman, Jana Barabochkine, Gina Dingman, Nelda St. Clair, Carol Salo

Steve Banks- Aviation Group issues-

- Same as yesterday- updating mob guides, taking helicopter manager workshop away from IAT, Type of aircraft contract- specify on ROSS order what contract is being used.... Issue Papers...

Tenna Biggs- Training update

- Handout – list vacant, AD, Out of GACC positions on GB IMTs.
- FS has 2000 active taskbooks, 1000 trainees, 488 FS employees went out as trainees.
- One piece of information missing was how many trainees we actually got signed off... didn't get info back from training specialists.
- GACCs are going to be working on getting priority list of trainees. GB Priority Trainee Mob Program: Took California's plan and adapted it. Need to have trainee coordinator who will have to "keep an eye" on how the trainees are doing, where they are going, work with Training Specialist, Teams, and expanded dispatches. Tenna has offered to be the priority trainee coordinator this summer to get it off the ground.
- Another issue is the teams keeping their trainees longer than may be required. Not signing them off until the end of the summer, when they could be signed off early and given another trainee. Coordinator could help with this. Karen Feary had a good spreadsheet (tracked trainees and who got signed off) that could be utilized for this purpose.
- Training committee should be over this- Folks at the training center could be utilized to help with this effort (OK with Steve Shaw).
- There will also need to be some education with the agency administrators to enlighten them on the need to bring Trainees.

--Paul requested all IC's to send in a completed trainees list to him.

Action: Tenna will put DRAFT plan out to Coordinating Group--will send out electronic version to get feedback.

Carol Salo- Fire Business Group

- Local procurement, Finance Section chiefs, Buying team leader- AAR Conference Call.
- Update IIBMH- biggest change is the format of the book.
- 5 Buying teams in GB- days on assignment ranged from 59-131 days. Checked with local unit to see if there was an impact by these folks being gone so much- appears that it is ok. Wanting to look closer at the rotation, currently set up like the IMTs but not utilizing it.
- Bigger issue: Procurement is becoming an issue and needs to be looked at the national level.
- Our current T2 Buying teams don't meet national standard, have ties to people who have needed warrants.
- 2 BUYL are finished, we have 1 leader to replace, but looking for 2nd replacement. Working on getting trainees involved as well, issue seems to be availability for the folks to go out on assignment. Also looking for a Buying Team Coordinator.
- IBAs is much the same- priority IBAs within the Great Basin have been established. Some issues they found this year Line officers understanding of incident business...
 - Some agency administrators were not aware of how to utilize the IBA. Proposed to have a webinar with the Agency Administrators on this issue.
- Large list of actions items... in handout. Key areas:
 - 1) solicited equipment payment process- 2 pages EERA -60-80 page contract confusion.
 - 2) Workers compensation- noticed that all forms were being filled out CA-1, CA-2, CA-16. Filling out all these forms create issues for the individual. Focus on building knowledge of comps/claims, finance folks- there is a group of folks working on this, putting together webinar.
 - 3) 16 hr shift, time, lunch breaks- Issue paper attached, would like coordinating group to review. Perception vs Analysis... what has been done? Feedback is coming from local unit, looking at timesheets, I-Suite reports, but no analysis has been done.
 - 4) Firecode- Coordinating group to look at- FS put out direction on changing of FireCode. Dispatch has concerns with direction given. Issue will be taken to the Coordinating group.
 - 5) Lend/Lease program- came out this year, have created guidelines- in handout.
 - 6) Medical requirements by State- each state lead to put together requirements for their state.
 - 7) T3 organization- recommendation that there be a finance person assigned. . Mark recommended that they put together requirements/qualifications for this person. May be difficult as recommendation to the coordinating group as they are not the ones overseeing the T3 organizations at this time.

Jana Barabochkine- ICAP Process Webinar

Webinar will posted to the web to viewed if there is any questions. DRAFT ICAP instructions were passed out.

- Concern that the qualifications coordinator does not have to approve application. IQCS Master Record is to be attached.
- Agency Representative is the Agency Administrator (in program).

- People who are applying to our teams from Out of Area- Ruta is the Agency Rep. – what is her role? Is she supposed to notify someone? It should be ops group chair to ops group chair not GACC managers. Contact for this will be changed to Nelda. Notification will be made to the other geographic area ops chair when individual from that area is selected on a GB team. Adell will become Team 7.
- Business Rules-
 - 1) Teams members apply annually- IC commitment is still 3 years.
 - 2) Qualifications Coordinator- identify who that is- it should be the person who prints their redcard. Contact Dispatch office if they are unclear of who that is.
 - 3) Limit to application to 2 teams and/or the GB applicant pool- may want in the future to limit the number of qualifications individuals can apply for
- Buying Teams will be using this system as well. –doesn't include everything that is needed for them (ie. Warrant, etc) May need to draft another instruction sheet specific to Buying Teams.
- Anticipate opening this up Dec. 1. Suggested due date: January 25th. Selection meeting is slated for February 12-13th in Salt Lake City- NUIFC.

After Lunch more GBCG joined--Additional folks: Sid Beckman, Jesse Duhnkrack, Frank Waterman, Leon Ben, Sheldon Wimmer

2013 IMT Workshop-

- If it is only ops group and ICs why not do it at the team selection meeting(?)... 1 day of team selection (Ops group can review the rosters the week before).
- Logistics issues can be posted on the National Logistics (MLW) site.
- Ways to get information out- conference call, webinar, posted on web site.
- Get leaders intent out to the IC's and then let them get it to their team members.
- Critical part is to ensure that each group gets information put on a webinar or CD so that the same information gets out to all teams and is not just the IC's interpretation of what they heard.
- Business and Logistics are covered with what they currently have established- may not need every functional area covered.
- **Leaders intent will be provided to IC's on Feb. 12-13th.** IC's will coordinate all the other breakouts as necessary.
- Sue recommends that we have a committee put together to coordinate this. This should fall on the IC group. They can pick a coordinator and bring it to the operations group. IC's will meet tomorrow morning before they depart to get a feel for what this will look like.

-Transition to Coordinating Group/Ops Committee Meeting-

Aviation working group has been tasked with organizing a "how-to" guide for **using national guard-**aviation resources only, specifically hoist-operations.

Sue- there is a larger issue than just aviation utilization and we need to identify other types of support the NG can provide such as transportation, security, use of ground troops, etc.

Identify within this guide note the capabilities and what they cannot do. What agreements are currently in place? State ops group reps with Nelda as lead combine with Aviation working group to create a guide.

For those areas that are within the GB but lie in WY whose agreements would they utilize. Would like to have a DRAFT version out by Spring- roll-out with ICs webinar.

Safety Matrix on incidents- (Paul/Harvey)

3 or 4 tier- unclear (Harvey not present) on the issue- tabled

Energy Development Hazards-

- Oil/Gas Production Facilities... picked up by both FAST teams, effecting operations.
 - Unclear on where to go for mitigation processes.
 - Concern that teams were spending a lot of time trying to find their own contact information.
 - Recommendation from FAST team, develop or make sure that the Great Basin has some kind of information available at the in-briefing.
 - Have the information out there and available instead of having the teams go out and find the information. There is already a BLM sub-group working on this.
 - Time table and outline developed with W.O. will be some verbage included in the Red Book.
 - There is current training on the WFSTAR website.
 - Be sure to follow up and include this in the IC spring mtg. **Chris Delaney will do presentation at that time.**
 - Jana suggestion: do something similar to what the SW has on their webpage.... “What IMT’s need to know about the Great Basin”. Highlight the issue in the letter to the Agency Administrators.

T2 Crews- Was discussed yesterday...

- T2IA no standardized way to certify crews. Add Cardoza to working group.
- Results will go into mob guide. If they are not a standard working crew, they will need to be certified each time they are put together. May not make it to print this year, but would put out a letter from coordinating group.
- Both FAST teams identified concerns about the fitness level of the T2 crews on the fireline. Contributes to heat related illnesses and tactics.
- There are standards in place and those standards are being met. If they are not up to standard then it needs to be documented in their performance evaluation. They need to be given the opportunity to perform and then be documented if they cannot. The contracting officer or FMO are the ones who need to be getting the evaluations, they are currently not seeing the evaluations if /when they are done. Is there possibility for us to promote more agency “regular” crews, what opportunities do we have to build our crew capability internally. The message getting back to EGBCC from NICC is that we needed to be able to support our own needs.
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Additional Medical issues:

- IBA’s denying ALS capable 4WD ambulances, not getting the T1 IHC that have EMTs on the crew, availability (lack of) EMT’s and paramedics.
- Through the IC council we can “raise the bar”- ie. Medical plan is always the last couple pages of IAP, display map.
- Develop standard for implementation of Dutch Creek protocols for all IMTs. The specifics will need to be looked at on each incident- take the intent and apply it to the situation.

Deputy IC- workload is sufficient to warrant the position. See the need to have deputy and a Trainee. If we are looking at having a deputy on each team... where are these qualified people coming from?

- The lack of people should not force us to do what we need to do to do the job.
- Per the mob guide we cannot roster a Deputy IC- make one of the 17 negotiated a deputy IC.
- We need more qualified people, we need more trainees.
- We need to get every team a good, viable trainee. Hoping the 1 year commitment will give us a larger pool.
- We do have enough people to have a trainee or a deputy for every T2 team. Discussion will be deferred until Friday morning with the Coordinating Group. We need to roster for the workload we are encountering not worry about it upon arrival.
- Ops group will talk about this after this meeting and will have a proposal for the Coordinating Group.
- The IC's are willing to give up one of the 17 roster positions in order to get a deputy IC.
- Vacancy announcement went out for the T2 trainee ICs, but the T1 trainee announcement has not gone forward.

IMT Issues:

- availability of qualified people sitting at home waiting their team rotation
- shortage of critical positions
- Establish priority trainee list... Dedicated to getting these folks out on assignment regardless of which team is being assigned.
- Team Budgets- each were given \$2,000- feedback on that- most ICs are not using that amount. Proposal to talk about pooling funds once there is a combined East and West Coordination Center. .

Mike Morcom has written up a proposal to get the T2 teams up to T1 status.

- Advertise for a targeted team- be up front in the vacancy announcement so the expectation is known.
- Hope would be to get those who are interested in moving into the T1 qualification all on this team.
- State in the announcement the expectations that they will be working with the current T1 and NIMO teams.
- Discussion with Rowdy has occurred they are talking about 520 options.

Proposal- include this information in the IMT nomination letter- which team it is going to be and what the expectations will be.