



## **ROCKY MOUNTAIN COORDINATING GROUP**

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **Rocky Mountain Coordinating Group**

#### **Final Meeting Minutes**

**October 16 - 17, 2002**

#### **Members Present:**

Joe Lowe	Jim Krugman (for Steve Pedigo)
Rich Homann	John Waconda
Ray Weidenhaft	Andy Parker
Len Dems	Patrick O'Leary
John Glenn	Jim Kelton
Joyce Feeley	Bob Jacob
Andy Parker (for Bill Wallis)	Paul Pooler (for Darrell Ausborn)

#### **Guests:**

Tom Corbin, BIA, Rocky Mountain Region  
Carl Gossard, BLM-NIFC

Introductions were made and the agenda was reviewed and revised.

#### **Jim Kelton, New Position**

Jim Kelton has been selected to replace Phil Street as Mountain/Prairie Regional Fire Coordinator. He will become a member of the Northern Rockies Coordinating Group. His replacement will become the new member of the Rocky Mountain Coordinating Group.

#### **Update of Operations and Fuels & Fire Use Committees** ([Attachment A](#))

- There were 71 Type 1 and 2 Incident Management Team (IMT) assignments this fire season in the Rocky Mountain Area (RMA); all except 13 were in Colorado. The Operations (OPS) Committee has not regularly received copies of IMT performance ratings from agency administrators this season.
- Recruitment notice for Incident Commanders (ICs) for Type 1, 2 and Fire Use Management Team is due out soon. The target is to staff one T1, two T2, and a Fire Use Management Team, beginning next season. There is uncertainty however about the availability of qualified Incident Commanders. Target selection dates for IC's is mid-November, team members in January.
- Discussed sharing team rotation and/or team members with other geographic areas as needed. (Refer to joint GACC meeting notes).
- S-520 trainees are actually referred to as Apprentices. Teams may take trainees as well as the Apprentices.
- National standards for team configurations has not been finalized and released.



## ROCKY MOUNTAIN COORDINATING GROUP

---

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

- Issue Paper on Type 3 Teams. ([Attachment B](#)) Local/zone board of directors and operation groups need to be encouraged to take the initiative to formalize the establishment of Type 3 teams. Local Boards would manage the teams and Dispatch Centers would coordinate and mobilize the Teams.  
Decision: Issue paper was signed and approved with recommendations. Jim Krugman will take the issue paper back to the OPS Committee and will work with them to develop recommendations for adding Type 3 team guidance to the Rocky Mountain Mobilization Guide.
- Zone Boards and Dispatch Centers need clear expectations and direction for managing Type 3 Teams as well as processes for management of local MAC.
  - -John Glenn will gather examples of local Board of Directors and Operations groups for distribution.
  - -Joyce Feeley will get an example of local MAC Group process from Craig Dispatch (Cathy Hutton).
  - -Joyce Feeley will add Dispatch Center Liaisons to RMCG phone list.

### **Post Season Briefing Paper**

Len Dems will work on a Post Season Briefing Paper and highlight critical operations and issues in the RMA, to be presented to the RMA-Agency Administrators. The intent is to maintain the communication and information flow that was established in 2002, and engage participants from all the states within the RMA, not just, where the activity is. Len will work with RMCG and Linda Gross (NMAC Liaison) to have the briefing paper done for the Agency Administrator's meeting on April 22, 2003.

### **NMAC Lessons Learned Meeting**

November 5-6, 2002, Boise, Idaho. Attendees: Steve Pedigo, Bill Wallis, Carl Gossard, Dan O'Brien. Len Dems will finalize RMA success stories and issues for the meeting.

### **Incident Management Teams**

- The Operations Committee is not getting consistent team performance ratings from the Agency Administrators. Jim Krugman and Carl Gossard are the RMA representatives for a joint task group with Great Basin and Northern Rockies Coordinating Groups. The joint group will recommend standards for performance rating format, completion, review, and follow-up actions.
- The number and type of incident management teams needed in the RMA was discussed. This is a primary topic in the joint meeting with GBCC and NRCC. (Refer to joint meeting notes) Jim Krugman and Carl Gossard are the RMA representatives for a joint meeting with the other GACC's to complete an assessment of number and type of incident management teams required within the three geographic areas.
- There is a need to establish a standard for accident investigations, outlining expectations, disbursement of findings, review, feedback, and actions taken. Jim Krugman will lead a review and recommend a process for use in the RMA by IMT's.

### **AD Issues**

- RMCG will follow the national direction that ADs may hold incident management team positions as long as there is a trainee who will eventually replace the AD. ADs will not fill primary team positions as IC or Finance.



## **ROCKY MOUNTAIN COORDINATING GROUP**

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

- Crews: Type 2 AD crews are being mobilized on school buses for extended driving periods, with one driver, and no ability to provide logistical support for the crew. Dispatch centers and Buying Teams are being regularly requested to provide necessary logistical support without prior coordination.
  1. It is the home unit's responsibility to assure that AD resources are mobilized with and provided necessary logistical needs en route to the incident.
  2. Bus drivers are required to adhere to established driving regulations. Long duration mobilizations may require more than one driver.
  3. Consideration should be given to utilizing coaches versus school buses for extended travel. Commercial air travel is also an option.

### **Contract Issues**

- It has been identified that there is inequality between standard AD rates, and contractor rates.
- Contractors' certification process.
- Not enough contract representatives to monitor contracts. Consider COTR as an IMT position.
- R & R standards for contractors are not clearly understood; how many back-to-back tours are they allowed?
- Contracts were not regularly available to IMT's. They are now posted on the web.
- [Ray will take the above issues to the Incident Business Committee meeting next week and prepare a briefing on the results for use at the NMAC and national ops meetings.](#)

### **Engine and Tender Standards**

NWCG and Redbook typing and staffing standards for Engines and Tenders are currently different. The RMCG opposes changing standards to accommodate a busy season, as was done in 2002. [Jim Krugman and OPS Committee will assure engine typing standards are identified in the Mob Guide.](#)

### **RMA/MAC Review and Critique**

Carl Gossard led the discussion and review of MAC operations in 2002. Carl was one of two MAC Coordinators assigned to the RMA this year. Information will be used to update the MAC Activation Plan, Group guidelines, and report to NMAC in the Lessons Learned meeting November 5-6, 2002.

- Review the MAC unit guidelines and final reports from this fire season.
- [Patrick will get the MAC operational guidelines and unit reports from the hard drive at RMC and send them to RMCG for review.](#)

### **Success Stories:**

- ◆ The Rocky Mountain Area conducted a tabletop MAC exercise prior to the season. MAC Guidelines were updated and the session was facilitated by qualified MAC Coordinators. This was an extremely valuable exercise for the RMCG. 2003 pre-season exercise scheduled for April 22, 2003.
- ◆ Membership of RMA-MAC consists mainly of RMCG members. The group meets on a regular schedule throughout the year, has a common understanding of interagency issues and good communication throughout. This added to the success of the extended MAC process.



## **ROCKY MOUNTAIN COORDINATING GROUP**

---

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

- ◆ Consistent application of incident priority criteria, daily MAC schedule and agenda, clear separation of MAC vs. RMCG issues, and an assigned MAC Coordinator, greatly assisted in meeting goals and objectives of the extended season.
- ◆ The MAC organization expanded, as necessary to meet the needs of the RMA during the season. MAC-Weather (Predictive Services), MAC-Operations, MAC-Plans, Media Center, frequency coordinator(s), airspace coordinator(s), FAST, STAT, Prevention Teams, GIS Group, Smoke/Air Quality Group, Long-Term Assessment Team, Rehab Group, all interagency in nature added to the success. Each section completed a "guidebook" for future mobilization.
- ◆ A daily conference call was conducted with RMA Incident Commanders, MAC Coordinator and MAC members. A briefing agenda was provided to each IC for consistency and time management. According to the IC's, this was successful and permitted good information exchange among peers and to the MAC Coordinator.
- ◆ A formal Agency Administrator Liaison position was established to work for MAC to coordinate the numerous social, political, economic, and environmental issues of the season with the RMA-Agency Administrators. Regular briefings and updates were conducted and facilitated engagement of federal and state managers.

### **Areas for Consideration:**

- ❑ Determine weather-briefing needs for one per day versus two per day MAC calls.
- ❑ Consider streamlining MAC Group to one representative per agency.
- ❑ Ensure more timely and complete information and decision distribution to the field.
- ❑ Reinforce agenda for Incident Commander conference calls. Calls should focus on the IC's and the MAC Coordinator.
- ❑ MAC Operations is a critical unit for allocation discussions and decisions.
- ❑ The Long-Term Assessment (Finney/Bahr/Gleason) product has great potential. Need to assure the continued future planning efforts and reinforce the issue with NMAC.
- ❑ Strengthen the fire behavior and fuels components for the seasons planning effort.
- ❑ MAC Representatives need to have written delegations of authority.
- ❑ Ensure clear expectations and process for Local MAC operations and their interface with RMA-MAC.
- ❑ Recommend to NMAC consideration for establishing qualifications for the MAC Coordinator position.

### **NMAC Issues**

**Fire and Aviation Safety Teams:** Minimal guidelines, expectations, organization, reporting format and follow-up process are identified at the national interagency level. Especially cumbersome are the resolution of issues, national in scope...there are agency specific safety processes in place, however when an interagency regional FAST team identifies national level issues, there is not a comparable group to forward the document to, for recommending corrections and identifying actions. *(New FFAST guidelines should mitigate this, RMCG (Len) provided comments on FFAST-Draft to group chair.)*

**WFSA's:** The RMA completed a review and assessment of incoming documents this season and found them to be ineffective for assigning priorities and allocating resources. It appeared that WFSA's were completed because they were required, and not used as a process to assess alternatives and select a preferred strategy. The WFSA process needs an overhaul to become useful as a strategic fire management tool.



## ROCKY MOUNTAIN COORDINATING GROUP

---

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

**National Severity:** Considerations need to include national level severity planning and alternatives to better assure the availability of resources to respond to the various geographic areas. Particularly, to support multiple geographic areas that begin fire season early in the season.

**National Mobilization Guide:** Update as necessary to include changes implemented by NMAC during PL 4 and 5. For example, clearly articulate the expectations, process, and rotations for T1 IMT's. It is inappropriate to change resource standards and supervision requirements because of higher preparedness levels (i.e. one engine foreman for two engines).

**National Resources:** NMAC needs to understand and be knowledgeable of established preparedness plan drawdown levels in each geographic area. Example, Type 1 crews were not fully accounted for by NMAC. Holding crews in geographic areas was accepted early in the season, but frowned upon later in the season. Consistency needs to be applied.

**NMAC:** Early on it appeared that NMAC was responding to, rather than planning ahead for the long season. While higher Planning Levels were ongoing in geographic areas, national planning levels or higher levels of coordinated response at the national level had not been initiated. This may also be an opportunity to review mob guide criteria for response. Perhaps this is just a perception by the RMA. Does NMAC expand the organization and bring in additional assistance as conditions change? NMAC should consider using a MAC Coordinator.

**NMAC versus NICC:** Define the role of NICC in relation to NMAC. It was a perception that NICC frequently made decisions that were the responsibility of NMAC and did more than provide intelligence to the group.

**MAC Coordinator Qualifications:** Consider formalizing the qualifications and updating training to reflect the evolving, critical role and function of the group.

**Readiness Reviews:** Geographic area MAC's, NMAC and NICC should conduct annual readiness reviews.

**Contracting:** Contract requirements for various hand and engine crews are not consistent and are applied differently. A need exists to gain consistency with the contract resources and establish a clear understanding of requirements and how they are integrated with non-contract forces, i.e. R&R.

**State Coordination:** Additional coordination is necessary to address cost share agreements, 310-1 standards, IHOG standards, and use/qualifications of volunteer and paid fire departments.

**Cumulative Fatigue:** Obviously an issue in 2002, new, better and different ways of doing business are necessary to address this area of concern for operational and support positions. Reference the document completed by Sarah Gallop. ([Attachment C](#))

- [Len Dems will incorporate these comments for the NMAC Lessons Learned meeting.](#)



## ROCKY MOUNTAIN COORDINATING GROUP

---

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **New Fire Operation Job Codes**

The USFS has issued direction regarding new Job Codes. ([Attachment D](#)) Other agencies have not received notification of changes. Additional information or plans for coordination is not available at this time.

### **Training**

- Discussion included various issues and topics regarding the training program in the RMA. Identified concerns are:
    - The current process, expectations and responsibilities regarding the Training Needs Assessment need to be reviewed and updated as necessary. Units are not consistently completing accurate assessments and thus, the Training Working Team has inaccurate information to meet their expectations.
    - The Training Working Team charter needs to be reviewed and updated as necessary.
    - The Training Working team stated that they would not endorse the scheduled South Dakota training because they did not go through the proper procedures to conduct 300 and 400 level courses. ([Attachment E](#)) Joe Lowe explained his position and understanding of the process. It was agreed that South Dakota did not follow the written procedures; that the training was being conducted with NWCG approved training packages; that the training was essential to the program of South Dakota; and that the process for training needs assessments needs to be reviewed.
- Decision:** Based on this information the RMCG directed the TWT to incorporate the South Dakota courses into the RMA catalog since the courses are NWCG approved with qualified instructors. South Dakota was advised of the proper procedure to be followed in the future. ([Attachment F](#))
- RMCG members will review the TWT charter and send any comments for revision to John Glenn by Jan. 1, 2003.
  - Add TWT Charter to January agenda.
  - Jim Krugman will prepare an issue paper concerning S-520/S-620 for the January meeting.

### **Safety Summary**

RMCG discussed the need to have a Safety Committee, relative to the issues and action items of this past season as identified on the Safety Summary. (comprehensive list from 2002 FAST reports) The previous geographic area Safety Committee was abolished, as clear goals, objectives and operational plan were not developed. RMA committees were then tasked with identifying safety as a primary goal. In light of the season 2002, a Safety Group was again considered.

**Decision:** A task group was chartered to identify interagency standards for Fire and Aviation Safety teams to better ensure clear goals for reporting, training, dispatch, team make-up, serious accident reporting/investigating, communication to the field, and follow-up to issues identified in the Safety Summary. Joe Lowe will be the Liaison for the Safety Task Group. He will draft a recruitment notice for 5 task group members by January 14. Joe will present the Draft Charter with Expectations to incorporate issues/action items, to RMCG at the January meeting.



## ROCKY MOUNTAIN COORDINATING GROUP

---

**Bureau of Indian Affairs** (Southwest, Rocky Mountain and Great Plains Regions)  
**Bureau of Land Management** (Colorado and Wyoming)  
**Fish and Wildlife Service** (Mountain/Prairie Region)  
**Forest Service** (Rocky Mountain Region)  
**National Park Service** (Intermountain Region)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **Boundary Fires**

There was some confusion this fire season concerning existing boundaries with the Northern Rockies, in South Dakota. There is a need to make sure everyone is aware of existing boundaries to know who to coordinate with on fire management, roles, jurisdiction and responsibilities. Agencies and dispatch centers need to get together.

**Decision:** The BIA needs to determine needs and the agreement for Standing Rock Reservation. The Northern Rockies and the Rocky Mountain Area will respond to these needs and agree on responsibilities. Rocky Mountain Coordination Center will facilitate a meeting prior to next fire season with Great Plains Interagency Dispatch Center and fire managers of involved agencies to clarify the boundaries and responsibilities

### **Predictive Services**

Patrick O'Leary was going to present an issue paper concerning Predictive Services. He decided to postpone presenting it until after he attends a national meeting already schedules with that topic. Briefly, he asked RMCG to consider several issues, such as: Who supervises the METs? What are the work priorities? What is the chain of command?

**Decision:** Tim Mathewson had asked for time to present Predictive Services issues to the RMCG at this meeting. Due to time constraints and joint GACC agenda priorities, Tim will present to RMCG at the January meeting. The RMCG needs to discuss issues with Tim, prior to making any decisions. Until then, operation plans and organization charts will be collected from other GACC's as examples.

### **Jim Kelton's Replacement**

Since Jim will become a member of the Northern Rockies Coordinating Group, he will not be able to take over as RMCG Chair in January. It was decided that it would not be fair to ask his replacement to assume the chair role as soon as he/she comes on.

**Decision:** In January 2003, John Glenn will assume the role of RMCG Chair and Rich Homann will become the Vice Chair.

**Next meeting of the Rocky Mountain Coordinating Group will be held in Hutchinson, Kansas, and January 14-17, 2003.**

**(Details to follow)**

**2003 Spring Meeting – John Glenn will coordinate. March 31<sup>st</sup> at the Hitching Post Inn, Cheyenne, WY.**

**Agenda Group:** John Glenn, Ray Weidenhaft, Len Dems, and Jim Krugman.

**Committee Liaisons** need to ask for Committee input and other volunteers to serve on the Agenda Group, response due December 20 to John Glenn.

**2002 Fire Season Research-Manager Partnership Workshop, 10/31/02 in Portland Oregon. RMCG representatives are Mike Frary and Charley Martin.**