



## **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 and Midwest Regions)  
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

### **Rocky Mountain Coordinating Group Meeting January 21-22 2004 Final Meeting Minutes**

**Rapid City South Dakota, Northern Great Plains Interagency Dispatch Center**

#### **Members Present:**

Rich Homann  
Ray Weidenhaft  
Larry Trapp (for John Glenn)  
Paul Pooler (for Darrell Ausborn)  
Lindon Wiebe  
Len Dems  
Andy Parker (for Bill Wallis)  
Joe Lowe  
Dave Carter  
Tom Corbin  
Jim Fletcher  
Joyce Feeley

#### **Guests:**

Jim Krugman  
Paul Hefner  
Steve Hasenohrl  
Sherry Fox  
Dick Terry  
Doug Alexander

#### **Members Missing:**

Casey McCoy  
John Waconda  
Don Westover  
John Glenn  
Darrell Ausborn  
Bill Wallis

#### **RMCG Chairman Transition John Glenn to Rich Homann**

Rich Homann became the new Chair of RMCG.

#### **Introductions, Additional Agenda Items, Rich Homann**

Introductions were made around the table and a few addition agenda items were added. Joe Lowe was the meeting host and described the logistics of the Northern Great Plains Interagency Dispatch Center.

#### **Distribute signed RMCG Charter, Joyce Feeley (HO-1)**

The new RMCG charter is completed and signed. Copies of the charter were distributed to everyone. Some of the signatures were difficult to read so Joyce asked each member to print the name of who signed for their respective agency. [She will distribute the signature page electronically.](#)



## **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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **Review Fair Share Costs Document, Jim Krugman, Jim Fletcher**

Jim Krugman handed out the document he and Jim Fletcher compiled to determine "Fair Share Costs" for operating Rocky Mountain Coordination Center (RMC). Each Dispatch Center in the Rocky Mountain area compiled their operating costs by agency. Fair share costs will be determined from that. It was determined that there needs to be a formula to figure what fair share cost are based on so agencies can budget for the costs. The states will still have a problem getting the money for a facility that is not in that state. There was some discussion of the states funding a State Liaison position.

#### **Decision:**

- ✍ **The states will meet and discuss what they can do to contribute to fair share costs.**
- ✍ **Jim Fletcher will write up a description of what he sees as duties of a State Liaison.**
- ✍ **Ray Weidenhaft will look for the original agreement for fair share costs.**
- ✍ **Len Dems and Dave Carter will research ways that DOI can utilize community assistance or other funds to support state participation, through positions, in GACC and Zone activities. States and USFS will review opportunities to use the grant process to establish positions in support of GACC or Zone activities.**

***(HO-3) - Rocky Mountain Coordination Center annual operating plan***

***(HO-4) - Northern Great Plains Interagency Dispatch Center Agreement***

### **Update on RMC Center Manager, Lindon Wiebe (Closed Door session)**

Jim Fletcher is still acting in the Center Manager position for RMC. His 120-day detail is about to expire but an extension is in the works. **Jim asked that they look for other detailers to relieve him as Center Manager until a permanent Center Manager is in place.** They are still waiting on the MOU/Agreement (cross-delegation) to be completed. Lindon expects it could be completed as soon as Monday and the announcement for the 12/13 Center Manager will be on the street soon after that. The new position will be supervised by Lindon or Mark Boche.

### **RMCG Business Manager, RMCG Position**

There was still no decision made on the position. There is still no way to fund the position.

**-Len Dems will update the duties and job description.**

**-Tom Corbin will look for the position description from Region 6.**

**-Lindon will have the Forest Service contracting people look at the possibility of one individual who is currently funded by the ROSS project.**



## 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 and Midwest Regions)  
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

### **National Incident Management Organization (NIMO), Paul Hefner**

Paul Hefner gave a power point demonstration on the National Incident Management Organization. This organization is looking at Incident Management issues and ways of improving the complex incident management system. **The organization is asking for input on any issues they are considering, such as:**

- Team commitment**
- Cause and effect of Accident issues**
- Rotation**
- Team consistency**
- Data standards & data packages**
- Closeouts**
- Agency Liaisons**

Geographic Area Training Representative (GATR) Position and Rotation, Jim Krugman, Linden Wiebe, Andy Parker,

Jim Strain

Jim Krugman submitted an issue paper proposing RMCG establish a process for the potential selection of a new GATR representative and an accurate position description. **(HO-5)** Copies of the GATR operating guidelines were also given to each RMCG member for review. It was agreed that members would review the documents this evening and discuss the issue tomorrow. **(HO-6)**

**Decision:** **RMCG rejected the proposal for a rotation of the GATR position and the need for a process to identify roles and responsibilities. It was discovered in the RMCG notes dated October 11-12, 2000 that RMCG did approve Kim Bang as the GATR for the Rocky Mountain area. That decision stands.**

### **Dispatch Committee Update, Sherry Fox and Len Dems (HO-7)**

**RMA Cache** Lack of responsiveness, flexibility and support are all concerns mentioned by the Dispatch Committee. RMCG is aware of the problems and the problems are being addressed. The Cache operating plan is being reviewed; the Driver issue is being worked on at a National level.

**Decision:**

**Type 1 Helicopter Manager/Type 1 Helitanker** - There is a concern about response time if the helicopter manager has not been approved to ride in the helitanker.

**Decision:** **Manager has been approved, no longer an issue**



## **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 and Midwest Regions)  
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

Combining or moving units from one center to another - Issue paper (**Attachment A**) The Dispatch Committee made the following recommendations to RMCG:

1. RMCG send a message to Agencies that making moves from one Dispatch Center to another must be approved by RMCG.

**Decision:** No current action this proposal. RMCG supports but does not establish center locations. The RMCG will facilitate a resolution to the issues, through the dispatch liaison, once the issues are clearly identified and alternatives established. The zone Board of Directors should drive this process and the ensuing discussions. RMCG needs clarification of what is going on and how it affects the Dispatch Center.

2. RMCG form a panel to explore alternate funding plans for the RMA Dispatch Centers.

**Decision:** Rejected this proposal. The Forest Service is still looking for ways to help Medicine Bow NF pay support the dispatch centers. RMCG will recommend the players attend the Fire Program Analysis (FPA) meeting and see how it all fits in with dispatch.

The issue paper will be discussed again pending the outcome of the FPA meeting.

Writing the RMA Mob Guide - Concern that Dispatch was not involved.

**Decision:** No longer an issue. The Mob Guide is a Dispatch task. Jim Fletcher is coordinating efforts with all individuals and groups that recommended or submitted updates.

Individual Agencies Policies and Procedure create Non-standard Operating Procedures.

**Decision:** Information Only

NICC Resource order priorities and the allocation of resources

**Decision:** Information only

Resource Requests - If not filled within 48 hours, the requests are automatically returned unfilled, per the National Mobilization Guide.

**Decision:** This is the national standard established after discussion and review that all GACC's will follow. Jim Fletcher will continue to bring the issue forward to the NICC as opportunities warrant.

ROSS - Restructuring Dispatch's was of doing business.

**Decision:** Information Only,

IQCS - Implementation is Spring of 2004

**Decision:** Information Only

FireOrg (Workload Analysis)

**Decision:** Information Only



## 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 and Midwest Regions)  
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

### Dispatch Staffing Levels

**Decision:** [Information Only](#)

Interagency Dispatcher Position Descriptions - GS-5, 7 9 are complete and available for use.

**Decision:** [Information Only](#)

AD Issue - Dispatch is being told AD hiring is not a dispatch function. Dispatch requests RMCG address this within each of their agencies various resource units. Make them aware of the need for their support to fire and resource availability impacts.

**Decision:** [Each member is assuring clarification of AD procedures and administrative responsibility \(not dispatch\) for the AD program. Jim Krugman is working on a paper that will outline the Forest Service Region 2 policy for signing up Ads. Hopefully this paper will lead into standardizing the procedure and another paper outlining each agency's procedure. This was discussed at the fall dispatch committee meeting and coordinated with IBM Committee](#)

Fire Code - A single code for all agencies use. Firecode chart (**Attachment B**) was developed by Chris Buckman.

**Decision:** [Being worked on](#)

IMT Mobilization - The RMA Dispatch Committee explored the possibility of Incident Management Teams (IMTs) dispatching themselves to incidents. The RMA Dispatch Committee formed an IMT Mobilization work group to explore this option. The workgroup consisted of all RMA ICs and three Center Managers.

**Decision:** [The decision of the workgroup is attached. \(Attachment C\)](#)

RMCG Safety Committee - The Dispatch Committee had nominated someone to the Safety Committee that has since taken a new job.

**Decision:** [Information Only](#)

Dispatch Charter - Presented to RMCG for approval and signature

**Decision:** [Len Dems made Edits to the Dispatch Committee charter and the final charter was signed and approved.](#)

RMC Center Manager Selection - The Dispatch Committee would like to request that Greg Warner be allowed on the selection panel as a RMA dispatch community representative.

**Decision:** [Taken under advisement.](#)

### **Training Committee Update, Jim Strain (HO-8)**

Jim reviewed the training accomplishments for the Rocky Mountain area for the past year.

Training Needs Analysis - Still shows demand for additional training courses. Counties, VFDs, National Fire Plan hires, and private Contractors still need training.

MOUs - MOUs were signed with Hutchinson Community College and Colorado Firecamp.

310-1 and FS 5109 Workshop - Workshop was held with much positive feedback.



## 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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

S-420 - Held in Denver last spring.

Fire Academies - All are forging ahead and tied closely with the Training Committee.

New Zone Representatives - Quinn McLeod - Pueblo, Scott McDermid - Durango

Some other issues Jim felt RMCG should stay abreast of:

Leadership training - still an issue with relation to cost and expense.

S-420 - Candidate pool continues to shrink.

PMS 310-1 and FS 5109 - Issues still complicate the training and qualifications arena.

MOUs - Private contractors will be an issue or RMCG to deal with.

Other Committees - Need to work on better linkage with Operations Committee.

Charter - Jim Strain gave members a copy of the most current Training Committee charter. Some revisions identified were:

Page 1, #3, add "or equivalent" to the end of the sentence.

Page 1, #4, add "or the Field Manager's Instruction Guide" to the end of the sentence.

**Jim Strain will make the revisions and e-mail to Rich Homann.**

Jim Krugman requested the following change to the Rocky Mountain Training Center Web page:

The flow chart titled, "To Apply for a NWCG Course" to reflect that all USFS employee applications for both in and out of area 300-600 level courses will channel through Sue Shirts, Region 2 Training Specialist for approval. The flow chart would reflect an arrow returning the applications to Kim Bang for forwarding to course coordinators.

**Decision: The Training Committee will revise the flow chart to reflect the change for the Forest Service.**

### **Operations Committee Update, Dave Carter**

Issue paper, Recommending additional positions for Type I and II IMTs. (HO-9)

1. Liaison Officer be added to the Type I Team

**Decision: Not approved; Liaison should be a person from local agency, not attached to the team.**

2. A second Information Officer be added to the roster of the Type I team.

**Decision: Not approved; order and fill with trainee.**

3. A second Computer Technical Specialist be added to the roster of the Type I team.

**Decision: Approved**

The Draft IMT roster was presented to RMCG. (HO-10)

**Decision: RMCG approved Joe Lowe as Incident Commander Trainee on the RMA IMT2-B.**

**RMCG approved Len Dems as Incident Commander Trainee on the RMA IMT2-B.**

**On the RMA IMT2-B, the Information Officer position is vacant and the Information Officer Trainee will be a shared position.**

**RMCG approved I-520 Team mentoring for: Pete Blume- ICT1 (T), Dave Carter-OSC1 (T), Dave VanNorman- OSC1 (T), Don Mitchell- OSC1 (T), Bruce Short- PSC1 (T)**



## 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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

Issue paper, Deputy Incident Commander Strategy (Attachment D) (HO-11)

1. Should the IC for the Type 1 IMT choose to retire, would either Jim Krugman or Dave Sisk be available to assume the IC role?

**Decision:** Not applicable, IC will continue in the role through 2004.

2. The decision to approve the Type 1 Deputy IC to serve as the Primary in the event of the primary IC's unavailability rests with local Geographic Coordinating Groups. Does RMCG concur that either Dave Sisk or Jim Krugman, as the designated Deputies, will be assigned as the primary Type 1 IC in the event Steve Hart is unavailable?

**Decision:** Yes, Approved. In the absence of the primary IC either Jim Krugman or Dave Sisk, as the designated Deputies, will be assigned as the primary Type 1 IC.

3. In the absence of the primary IC either Jim Krugman or Dave Sisk, as the designated Deputies, will be assigned as the primary Type 1 IC. Should the one who is not assigned as the Primary serve as the Deputy?

**Decision:** Yes, Approved.

It was recommended that S-420 be presented at the Colorado Fire Academy every other year.

**Decision:** Task the Training Committee to develop S-420 at the Colorado Wildfire Academy beginning 2005. Darrell Ausborn will convey the task to the Training Committee.

Team Survey - In an effort to encourage participation of RMA IMTs, the Operations Committee conducted a Team survey. From the results of that survey the Operations Committee made a recommendation to RMCG that a letter of appreciation be sent to the supervisors of team participants at the completion of a team assignment. It is felt the letter will deter "lack of supervisor support" for people to participate on teams.

**Decision:** RMCG agreed with the recommendation but feels it needs further discussion, such as, who does it?  
Tom Corbin has done this in the past and will provide RMCG with a template.

The Team sub-committee went very well this year. The Operations Committee would like to keep it. They would also like to establish a sub-committee for Equipment.

**Decision:** RMCG did not approve establishing an Equipment sub-committee. They would like the Operations Committee to draft up some objectives and then they will discuss it again.

On the team survey team members thought were certain items that should be furnished, such as jackets, gear bags, equipment to do their job and budgets for travel to meetings, etc. The Area has done some of this in purchasing GPS and computers for the teams but still more could be done. They would like the cooperators to look into an equitable way to fund teams to include incentives.

**Decision:** Once again, RMCG has no budget to purchase the needed items.  
Jim Krugman will work with the teams to develop a list of needed items.



## 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 and Midwest Regions)  
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

Issue Paper, Cache Van Sub-kit - The Operations Committee recommends a sub-kit be created and stocked with additional items believed to be needed by the teams in addition to the national van items. **(Attachment E) (HO-13)**  
**Decision:** **RMCG did not approve this issue. Teams should use the cache and follow standard operating procedures. At the time of dispatch, order the needed items (Preorder). If they are available they will be sent, but items cannot be set aside for each team.**

Issue Paper, IMT Trailers - The Operations Committee recommends stocking each IMT trailer with additional items that are not NFES items that are usually purchased by a Buying Team at each incident. **(Attachment F) (HO-13)**  
**Decision:** **RMCG did not approve this issue. RMCG requested the Teams draft a list of the items and give it to the Liaison. They also need to clarify how they will maintain and refurbish the trailers. The list and the clarification are due to RMCG by March 15, 2004.**

Dispatch Center Naming - Jim Krugman has found the documentation in the RMCG notes stating RMCG approved Dispatch Centers would be named after the town/city they were located in. Since that is the policy where does RMCG want to go from there? Does RMCG want to change that policy, and if not how are we going to deal with it?  
**Decision:** **RMCG discussed this issue but did not make a decision at this time. It will be put on the agenda for the spring meeting.**

### **Incident Business Management, Ray Weidenhaft**

The Business Committee wrote a letter to RMCG identifying some concerns about Buying Team rotation. None of the members at the meeting could remember seeing or hearing about the letter.

**Decision:** **Rich Homann will contact John Glenn and ask him about the letter.**

Buying Teams will no longer put rental cars for the teams on their credit cards. The workload is too much and will often max out the credit limits for buying team members. They suggest that it be handled at the Dispatch Center. Further direction will be addressed in the new Fire Business Management Handbook.

Dispatch Center should not authorized rental cars for Ads. Some other form of transportation should be worked out.  
**Ray will talk to Kermit Johnson about ADs and rental cars.**

### **Information and Education Committee, Rich Homann**

The Committee has been busy trying to coordinate a Fire Prevention Week.

### **Fuels and Fire Use Committee, Andy Park for Bill Wallis**

Andy passed out copies of the most current charter for review. One comment was that the charter did not follow the format of the other Committee charters in that it did not mention the election rotation. **Andy will take the charter back for revision. When it is complete he will e-mail it to Rich Homann. Rich will send it out to member for review.**





## **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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **Safety Committee, Joe Lowe**

Joe Lowe reported there are currently four open slots on the Safety Committee. [Members should try to appoint someone from their agency to fill one of the slots.](#)

The Safety Committee has been working on a Purpose and Expectations paper for Fire and Aviation Safety Teams (FAST). Joe handed out a draft of the paper. [\(HO-16\)](#)

### **Rocky Mountain Coordination Center, Jim Fletcher**

RMA is moving forward with the Mobilization Guide. They have increased the numbers from last year. Format will be basically the same but Chapter 50 will be white.

Duty Officer(s) rotation was given to members and approved.

Copies of the 2003 RMC operating plan were passed out. There will be a few minor changes to the 2003 annual operating plan.

### **Awards/Spring Meeting Agenda Discussion, Rich Homann**

The Spring Fire Management meeting will be held in Fort Collins, Colorado at the Marriott.

- ? [Lindon Wiebe, Rich Homann, Bill Wallis and Len Dems will work on the agenda. Send any agenda items or meeting suggestions to Rich Homann.](#)
- ? [A letter of notification and request for Award nomination will be sent.](#)

### **Strategic Planning, Lindon Wiebe**

Lindon gave everyone a copy of a very good article from the Los Angeles Times entitled "Line of Fire". The things that happened in the article could happen to any of us. He asked that everyone read the article and then discuss the Cramer Incident Action Items Plan Input Request. [\(Attachment G\) \(HO-14\)](#) Lindon feels this is a good opportunity to look at other ways to prepare ourselves. He feels we need a Strategic Plan for what we want to do in the long term.

**Decision:** [Lindon will take the lead to develop this as an agenda topic of the Spring Fire Management Meeting.](#)

### **Minimum Impact Suppression Tactics, MIST, Len Dems [\(Attachment H\) \(HO-15\)](#)**

An interagency group of Subject Matter Experts (SME) reviewed current general agency policy, guidelines, National Wildfire Coordinating Group (NWCG) training material, and NWCG position task books dealing with MIST. The NWCG tasked the Incident Operations Standards Working Team (IOSWT) and the Training Working Team (TWT) to review the SME recommendations and present their conclusions to NWCG. The NWCG accepted the IOSWT recommendations and is providing guidance and information as outlined in the handout.

**Decision:** [Len referred to the recommendation that GACGs review the guidelines. He asked all members to do that and send comments back to Rich Homann by \[March 1, 2004\]\(#\).](#)

If issues are identified act on them, if not, we should respond to NWCG. [Len will send the paper out to everyone electronically.](#)



## **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 and Midwest Regions)

**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

### **Attachments:**

- A. Issue paper, Combining or Moving Units From One Dispatch Center to Another**
- B. FireCode Chart**
- C. IMT Mobilization Workgroup Decision Paper**
- D. Issue Paper, Deputy Incident Commander Strategy**
- E. Issue Paper, Cache Van Sub-kit**
- F. Issue Paper, IMT Trailers**
- G. Cramer Incident Action Items Plan**
- H. Minimum Impact Suppression Tactics, MIST**



## 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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

<b>** Action Items from 01/21/2004** - Rapid City, South Dakota</b>					
ITEM #	ACTION ITEM 1	DUE 2	RESPONSIBLE 3	STATUS 4	PAGE 5
1.	Electronically distribute the signature page of the RMCG charter.	ASAP	Joyce Feeley	C	1
2.	Meet and discuss way to contribute to fair share costs.	ASAP	State Representatives	P	2
3.	Write a description of duties for a State Liaison.	ASAP	Jim Fletcher	P	2
4.	Look for the original agreement for fair share costs.	ASAP	Ray Weidenhaf	C	2
5.	Research ways that DOI can utilize community assistance or other funds to support state participation, through positions, in GACC and Zone activities.	ASAP	Len Dems Dave Carter	P	2
	Review opportunities to use the grant process to establish positions in support of GACC or Zone activities.	ASAP	States & USFS	p	2
6.	Update the duties and job description the Business Manager.	04/05/04	Len Dems	P	2
	Look for the position description from Region 6 for the Business Manager	ASAP	Tom Corbin	P	2
	Have the Forest Service contracting people look at the possibility of one individual who is currently funded by the ROSS project.	ASAP	Lindon Weibe	P	2

---

*The Rocky Mountain Coordinating Group includes federal and state agency representatives who are responsible for the communications, coordination and implementation of interagency wildland fire management direction in the Rocky Mountain Area*



## 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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

7	Provide input on any issues being considered by the National Incident Management Organization (NIMO)	ASAP	All Members	P	2
8.	Submit a letter to the NMAC (cc to Phil Stree asking how to fix the Driver issue. (FS)	ASAP	Rich Homann	P	2
9.	RMCG will facilitate agencies and units to find the "best" dispatch organization.	When agencies or units consider a change.	RMCG	P	3
10.	Recommend the players attend the Fire Program Analysis (FPA) meeting and see how operations fit in with dispatch.	01/27/04	RMCG	C	3
	Then look for ways to fund Dispatch Centers' needs.	On-going	RMCG	P	3
11.	Responsible for writing the Mobilization Guide.	04/05/04	Dispatch	P	3
	Take the lead.	04/05/04	RMC	P	3
	Involve the Operations Committee.	04/05/04	Dispatch	P	3
12.	Write a letter to NMAC asking them support longer timeframes for keeping resource orders open.	ASAP	Rich Homann	p	3
13.	Draft a paper that will outline the Forest Service Region 2 policy for signing up Ads.	04/05/04	Jim Krugman	P	4

---

*The Rocky Mountain Coordinating Group includes federal and state agency representatives who are responsible for the communications, coordination and implementation of interagency wildland fire management direction in the Rocky Mountain Area*



## 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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

14.	Make the revisions to the Training Committee charter and e-mail to Rich Homann.	ASAP	Jim Strain	C	4
	Revise flow chart to reflect change requested by Forest Service	ASAP	Training Committee	C	4
15.	Develop S-420 at the Colorado Wildfire Academy.	2005	Training Committee	P	5
	Convey the task to the Training Committee.		Darrell Ausborn	P	5
16.	Give further consideration on the team appreciation letter, such as, who does it?	ASAP	Training Committee	P	5
	Provide RMCG with a template.	ASAP	Tom Corbin	P	5
17.	Draft up some objectives for an Equipment sub-committee and discuss it again at the next meeting.	04/05/04	Operations Committee	P	5
18.	Develop a list of items teams identified as needed to do their jobs and as incentives.	04/05/04	Jim Krugman	P	5
19.	Draft a list of the items at the time of dispatch that are not normally stocked on cache vans.	03/15/04	Teams	P	6
	Clarify how Teams plan to maintain and refurbish the trailers.	03/15/04	Teams	P	6
20.	Contact John Glenn and ask him about the letter from the Business Committee concerning Buying Team rotation.	ASAP	Rich Homann	P	6

---

*The Rocky Mountain Coordinating Group includes federal and state agency representatives who are responsible for the communications, coordination and implementation of interagency wildland fire management direction in the Rocky Mountain Area*



## 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 and Midwest Regions)  
**State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas**

21.	Will talk to Kermit Johnson about ADs and rental cars.	ASAP	Ray Weidenhaft	P	6
22.	Take the Fuels & Fire Use charter back for revision.	Now	Andy Parker	P	6
	When it is complete e-mail it to Rich Homann.	When revised	Fuels & Fire Use Committee	P	6
	Send it out to members for review.	When received	Rich Homann	P	6
23.	Appoint someone from their agency fill one of the slots.	ASAP	All Members	P	6
24.	Work on the agenda for Spring Fire Management Meeting.		Lindon Wiebe, Rich Homann Len Dems Bill Wallis	P	6
	Send any agenda items or meeting suggestions to Rich Homann.		All Members	P	6
	A letter of notification and request for Award nomination will be sent.		Rich Homann	P	6
25.	Draft some ideas for a Strategic Plan and have it as an agenda topic of the Spring Fire Management Meeting.		Lindon Wiebe	P	6
26.	Review the guidelines for MIST from IOSWT.	ASAP	All Members	P	7
	Send comments back to Rich Homann.	03/04/04	All Members	P	7
	Send the paper out to everyone electronically.	ASAP	Len Dems	P	7

---

*The Rocky Mountain Coordinating Group includes federal and state agency representatives who are responsible for the communications, coordination and implementation of interagency wildland fire management direction in the Rocky Mountain Area*