



# Alaska Wildland Fire Coordinating Group

**U.S. Department  
of the Interior**

Bureau of Indian Affairs

Bureau of Land Management

National Park Service

US Fish and Wildlife Service

**State of Alaska**

Department  
of Natural Resources  
Division of Forestry

Department  
of Environmental Conservation

**U.S. Department  
of Agriculture**

US Forest Service

**Native Organizations**

Association of Village  
Council Presidents

Chugachmiut

Tanana Chiefs Conference

Anchorage Fire Department

To: AWFCG Members

From: Peter Butteri  
Chair, Operations Committee

Subject: 2009 Alaska Interagency Type 2 Incident Management Team Procedures

Date: April 6, 2009

The Alaska Wildfire Coordinating Group (AWFCG) Operations Committee will sponsor the 2009 Interagency Type 2 Incident Management Teams (IMT) and coordinate with the Alaska Interagency Coordination Center (AICC) on procedures for team mobilization, availability notification and rotation.

Two Type 2 IMTs will be sponsored in 2009. Rob Allen will serve as Incident Commander for the "Green Team", and Tony Doty will be the "Black Team" Incident Commander. Lists of additional primary, alternate, trainee and apprentice team members are available at <http://fire.ak.blm.gov/logdisp/overhead.php>. Each Type 2 team will consist of the following:

- |  |   |
|--|---|
| <b>ICT2</b> Incident Commander           | <b>COML</b> Communications Unit Leader    |
| <b>OSC2</b> Operations Section Chief     | <b>SPUL</b> Supply Unit Leader            |
| <b>PSC2</b> Planning Section Chief       | <b>SITL</b> Situations Unit Leader        |
| <b>LSC2</b> Logistics Section Chief      | <b>TIME</b> Time Unit Leader              |
| <b>FSC2</b> Finance Section Chief        | <b>CTSP</b> Computer Technical Specialist |
| <b>SOF2</b> Safety Officer               |   |
| <b>PIO2</b> Public Information Officer   |   |
| <b>ASGS</b> Air Support Group Supervisor |   |

When a Type 2 IMT is ordered, these thirteen primary team members and a maximum of thirteen trainee/apprentice positions will automatically be filled. Other team positions will be ordered by the IMT as dictated by the demands of the assigned incident.

## **Team Nomination and Selection Procedures**

Team nomination and selection procedures are described in the Nomination and Selection Process document available at: <http://fire.ak.blm.gov/logdisp/overhead.php>. Applications for team positions will be accepted throughout the year. Team selections for the upcoming season are made in February.

## **Assumptions/Rational**

Due to the shortage of qualified personnel nominated to primary team member positions, it may not be possible to field more than one Alaska Incident Management Team (Type 1 or Type 2) at the same time. There is inherent value in maintaining the Type 1 IMT. However, the Type 2 IMT program must be given priority over the Type 1 IMT during the Alaska fire season. The Type 1 IMT is dependent upon a viable Type 2 IMT program.

## **Team Physical Fitness Standards**

It is recommended that all team members meet a minimum of a “light: physical fitness rating, unless otherwise required by the PMS 310-1/NFES 1414, their position, or their agency. Team members need to meet any physical fitness requirements by April 12, 2009.

## **Type 2 Team Rotation Procedures**

AICC will maintain the AK Type 2 IMT Team on Call document at <http://fire.ak.blm.gov/logdisp/overhead.php>. Reference the Alaska Type 2 IMT Specific Information. Type 2 Team Rotation-Adobe PDF Version-(Text Version).

1. The teams will begin 10 calendar-day rotations starting at 00:01 on April 12, 2009. The Operations Committee in conjunction with AICC will determine when the rotation cycle ends, the tentative ending date is July 30. The rotation schedule will be adjusted when a team is committed to an incident.
2. After being on-call for ten days without an assignment, a team will rotate to the bottom of the rotation list.
3. On the day and time a resource order for a team is received at AICC, the next team on the rotation schedule will be off-call until the first team returns from the incident. The off-call IC may attempt to put a second team together during this period.
4. After receiving an assignment, a team will go to the bottom of the rotation list. If the assignment lasts 24 hours or less, from receipt of an order at AICC to release of the team back to the rotation, the team will maintain its position at the top of the rotation list for the full ten day period.

## **Team Member Availability**

All primary, alternate, trainee and apprentice team members will receive a copy of the initial team selection list, and may view the rotation schedule at <http://fire.ak.blm.gov/logdisp/overhead.php>. It is the Incident Commander’s (IC) responsibility to ensure that he/she has a full team during the teams’ on-call status.

### **Primary Members**

Primary team members are expected to fulfill their obligations to the Incident Management Team to which they are assigned for the entire season. An individual team member may be released from commitment in emergency situations, with approval from the Incident Commander. It is the responsibility of a primary team member to note when he/she is expected to be on-call and to notify the IC if he/she cannot be on-call as designated. Replacements will be selected from the alternate list, will be “borrowed” from another team or will be selected from other qualified individuals. It is the responsibility of the Incident Commander to arrange for replacement team members and to notify AICC. If no primary member has been selected for a position, it is the responsibility of the Incident Commander in conjunction with AICC to fill the slot during each rotation.

### **Alternates**

Alternate team members may be called on a rotation by rotation basis to fill vacant positions. Alternates will only be on-call during rotation periods that they commit to.

### **Trainees**

A maximum of thirteen trainees will be dispatched with each Type 2 team. Additional trainees may be assigned dependent on agency or Program Managers. The trainee roster for each position will be prioritized before the start of the first rotation by the Operations Committee in conjunction with the ICs. Prior to each rotation all trainees will receive an availability notification request from AICC. The top prioritized trainee in each position who responds “Available” will be selected as the trainee for that rotation and will be placed on-call. If one of the 13 identified trainee positions is vacant during a rotation, the affected Section Chief may negotiate with the IC for a trainee in another position.

### **Apprentices**

Apprentices will not be prioritized. Section Chiefs will receive a list of apprentices, and may mobilize individuals in a position they qualify for, or as a technical specialist (THSP) in order to provide an apprentice with an opportunity to gain experience in a particular field.

### **Operational Procedures**

AICC is responsible for maintaining and updating the “AK T-2 IMT On Call” document at: <http://fire.ak.blm.gov/logdisp/overhead.php> under: Alaska Type 2 IMT Specific Information. Type 2 Team Rotation-Adobe PDF Version-(Text Version)

Team personnel (primary, alternate, trainee) are individually responsible for knowing which team is on call by referencing the “AK T-2 IMT On Call” document described above. Team personnel will also be responsible for updating their respective dispatch organizations relative to ROSS availability, qualifications, and contact information, and advising their Section Chief or IC of any changes in availability status and qualifications.

All team members, when activated by AICC, must be en route within two hours of notification.

**Definitions** These definitions are for purposes of this plan. They are not to be utilized for agency specific administrative/pay procedures.

Primary	Fully qualified and available for rotation every ten days. Individuals are available for 14 day assignments plus necessary travel. Primary team members have an obligation to their assigned teams for the entire season. Supervisors of those nominated as Primary team members should have a plan in place that allows these individuals to fulfill their obligation to the teams.
Alternate	Fully qualified, yet availability is restricted. When available and requested, individuals in this category fill in for Primary team members.
Trainee	An individual who has met all required training and position experience for a specified position and is approved by their home unit's certifying official, to initiate a performance based training assignment in order to become qualified in the position.
Apprentice	An individual who had not yet completed all of the prerequisite training or experience to be a trainee. However, the individual is targeted for a specific position or training, and practical experience will be of value.
Assignment	A team will be considered as "assigned" when they have received a delegation of authority for a specific incident or incidents.
On-Call	Available to respond within a 2 hour time frame but free to conduct personal business. Will keep local dispatch informed of how to contact.
Team	A team consists of thirteen primary team members and up to thirteen designated trainees/apprentices.
Day	A day is the twenty-four hour period starting at 00:01 of each calendar day.

### **Additional Information**

Team selection lists, rotation schedules, and other information can be found on the following web site: <http://fire.ak.blm.gov/logdisp/overhead.php>. Questions and comments should be directed to your agency representative on the Operations Committee listed below.

### **2009 Operations Committee Members:**

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