

**SOUTH CENTRAL ZONE
COOPERATIVE FIRE MANAGEMENT AGREEMENT
OPERATING PLAN**

**Between The
MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION**

**The Counties Of
GALLATIN and PARK**

**The
USDI NATIONAL PARK SERVICE, YELLOWSTONE NATIONAL PARK**

**The
USDA FOREST SERVICE, CUSTER GALLATIN NATIONAL FOREST**

I. PURPOSE:

The Purpose of this Operating Plan (OP) is to define a framework of cooperation for the operating procedures and responsibilities for wildland fire management between the Montana Department of Natural Resources (DNRC), the counties of Gallatin and Park (Counties), the USDI National Park Service, Yellowstone National Park (NPS), and the USDA Forest Service, Custer Gallatin National Forest (Forest Service), with the participation of Madison, Meagher and Sweet Grass (Counties), under the provisions of the Montana Cooperative Fire Management and Stafford Act Response Agreement #17-FI-11015600-010. The parties may be collectively referred to as the South Central Zone (SCZ). As per direction in the Montana Cooperative Fire Management and Stafford Act Response, the South Central Zone Interagency Operating Plan (SCZOP) is hereby incorporated and made a part of this agreement as Appendix A.

II. RECITALS (As stated in the Montana Cooperative Fire Management and Stafford Act Response Agreement):

- A. State and private lands, for which the State is responsible for wildland fire protection in Montana, and the federal lands on which the respective Federal Agencies are responsible for wildland fire protection, are intermingled or adjacent to state and private lands in some areas, and wildland fires on these intermingled or adjacent lands may represent a threat to the lands of the other.
- B. The Agencies each maintain wildland fire management organizations and wish to improve efficiency, effectiveness and limit duplication in wildland fire management.
- C. Local municipal, rural fire districts and fire service area fire departments are responsible for structure fire suppression, dump fires, and vehicle fires. Agreements for these types of activities with local fire departments are not a part of this Agreement.
- D. The Federal Agencies have entered into a National Interagency Agreement for Fire Management to cooperate in all aspects of fire management.
- E. It is to the mutual benefit of the Agencies to coordinate efforts on all wildland fire

management activities including, but not limited to: prevention, detection, suppression, training, aviation, unplanned and prescribed fire use, and fuels management.

- F. It is the intent of the Agencies to make State resources available to assist in wildland fire protection activities on federal lands, and other lands on which the Federal Agencies provide fire suppression support, including in other States and International.
- G. It is the intent of the Agencies to make Federal resources available to assist in wildland fire protection activities on state and private lands on which the State provides assistance or protection.

III. INTERAGENCY COORDINATION:

As specified in the Montana Cooperative Fire Management and Stafford Act Response Agreement:

A. **Cooperation with Local Government Fire Forces (Provision #VII.24):**

Local government fire forces are made available to the Federal Agencies through the State within the Northern Rockies geographic area. Cooperation with local government fire forces at the city or county government level is desirable. Local Cooperative Fire Agreements for wildland fire protection involving local government fire forces should be coordinated with the State in order to provide for continuity and ensure the proper assignment of responsibilities in accordance with State law. Except to ensure compliance with State law and a general compliance with similar agreements that are in place elsewhere, it is not intended for the State to initiate the local agreements or serve as a primary entity in addition to the agreeing parties. To avoid duplication of negotiating separate agreements with several local fire departments, local fire departments may be included in OPs provided the State is a signatory.

The State is only responsible for the cost of a county or local fire department fire in specific instances. Fires, or portions of fires, occurring on county or local fire department protection areas are generally the responsibility of that organization; and the organization is responsible for the costs unless the State has agreed to provide assistance.

B. **Burning Permits (Provision #VIII.37):** Burning procedures, when applicable, will be included in zone and or local AOPs, per the Montana Fire Rules and Regulations found at Administrative Rules of Montana (ARM) 36.10.101 and 36.10.204, as amended.

C. The following supplements are authorized under the Montana Cooperative Fire Management and Stafford Act Response Agreement:

1. **Zone/Local OPs:** A plan generated at the zone or local level that identifies and establishes standard procedures and processes such as but not limited to: local dispatching procedures, initial attack, and communications. For implementing the terms of this Agreement, Local Agency Administrators are responsible for the development and approval of OPs. Zone/Local OPS will be developed and approved annually by May 1.

The State will incorporate county fire protection chapters into each zone and or local

operating plan as appropriate. This will define the relationships between Federal, State, and County protection entities. Mobilization of Local Government Fire Forces will be done in accordance with the Northern Rockies Coordinating Group (NRCG) Mobilization of Local Firefighting Resources Guide.

2. **Project and Financial Plans:** The Agencies may jointly conduct mutual interest projects within their authority. These projects may include activities such as preparedness, fire rehabilitation, fuels management, prescribed fire, fire analysis/planning, training, prevention, public affairs, wildland urban interface coordination, and other beneficial efforts. Agency Administrators are responsible for the development and approval of Project and Financial Plans.

3. **Cost Share Agreements:**

A Cost Share Agreement will be prepared and approved by the responsible unit administrator(s) or their authorized representatives, except under the conditions of reciprocal fire protection or independent action, when there is (1) a multi-jurisdictional incident or (2) an incident which threatens or burns across direct protection boundaries of the State and Federal Agencies. *See Appendix C for a sample Cost Share Agreement.*

The Agencies agree that all reasonable and necessary costs incurred to meet the protection responsibilities within each Agency's Direct Protection Area will be the responsibility of that Agency. This approach can be superseded by an incident specific Cost Share Agreement based on some other mutually agreed to equitable basis. For temporary support level functions or facilities established during periods of extraordinary fire activity, similar cost sharing procedures may be used by the involved Agencies.

IV. GENERAL PROVISIONS:

It is mutually understood and agreed upon by and between the parties that:

- A. **Bi-Annual Meetings:** SCZ representatives will meet bi-annually, in the spring and fall. Meeting topics will include, but are not limited to: updating and approving the SCZOP, Agency Updates, NRCG Sub-Committee reports, and other related topics.
- B. **Conference Calls:** When the Northern Rockies Geographic Area reaches Preparedness Level 5, the formal zone MAC will be activated. At preparedness level 5 conference calls will occur daily at 1600. Call topics will include initial and extended attack activity, large fire activity, outstanding resource needs / resource sharing. It will be the responsibility of the Custer Gallatin National Forest to coordinate these calls and provide feedback to the GMAC on a daily basis, until the fire danger moderates. The MAC conference call number is in the SCZOP (Appendix A, Part I).
- C. **Bozeman Interagency Dispatch Center Operation Support:** The U.S. Forest Service, Montana DNRC and the National Park Service have all agreed to support the operation of the Bozeman Interagency Dispatch Center.

The Custer Gallatin National Forest and Yellowstone National Park have entered into a financial agreement supporting positions on the shared Type 6 Engine and a Temporary Dispatcher position. The funding allocation and number of positions is negotiated on an annual basis.

Montana DNRC contributes annually to the operation of the Dispatch Center through the purchase of a variety of items based on availability of funding. This support could include office furniture, electric equipment and items for the Expanded Dispatch.

D. **Protection Responsibilities:** The SCZ Administrative Organizations are listed in the SCZOP (Appendix A, Part II). In general, fire protection responsibilities are as follows:

1. The **private landowner** under Montana law is required to provide fire protection for his/her private land as per MCA 76-13-201. The State of Montana recognizes several options by which landowners may meet this requirement. The County-State Cooperative Fire Protection Program is the option utilized for private lands inside and outside the Custer Gallatin National Forest (CGNF) Administrative Boundary not located in a "Forest Fire Protection District" or under an "Affidavit Unit." (*Reference: individual DNRC/County Fire Management Plans*).
2. The **Forest Service (CGNF)** has primary responsibility to provide wildland fire protection for all DNRC lands and private "classified forest lands" within the CGNF Forest Administrative Boundary located within established "Forest Fire Districts," or by assignment under an "Affidavit System". The CGNF also has wildland protection responsibilities for Bureau of Land Management lands in Gallatin and Park Counties.

The CGNF does not have structure suppression responsibility for private property and shall not respond to structure fires, vehicle fires, or traffic accidents in lieu of the local fire department having jurisdiction. The Forest Service may, as available, respond to such incidents when adjacent wildlands covered under this agreement are threatened by fire from such incidents.

3. As per MCA 7-33, Part 22, the **County governing body**, is granted authority for the purpose of protection and conservation of range, farm, and forest resources and, with respect to rural fire control, shall provide for the organization of volunteer rural fire control crews and county volunteer fire companies, (i.e. County Fire Districts, Rural Fire Districts, County Coop Programs). Pursuant to MCA 7-33-2401, the board of county commissioners, upon receipt of a petition, may also establish a Fire Service Area within an unincorporated area that is not a part of a Rural Fire District. The County provides structural protection and suppression for private property within established Rural Fire Districts and Fire Service Areas and may or may not provide structural suppression within County Fire Districts (there are areas for which there is no established structural fire protection). The county governing body may enter into mutual aid agreements for itself and for county volunteer fire companies for the purpose of fire protection and conservation (7-33-2202 (5)).

4. **Yellowstone National Park** provides wildland protection exclusively for National Park lands, unless specific requests for assistance have been processed through dispatch.

- D. **Mutual Aid**: The party responsible for providing direct fire protection in a given area is referred to as the Protecting Agency or agency with jurisdiction. A party providing suppression assistance, or other support/resources to the Protecting Agency, is referred to as a Supporting Agency. To support fire protection within a mutual response area, the Supporting Agency may, voluntarily or upon request, take initial response action to prevent and control fires on the Protecting Agency's area.
The Protecting Agency will not be required to reimburse the Supporting Agency for initial response actions; however, Mutual Aid without reimbursement shall not exceed the first operational period, and may be less, as mutually agreed to in the SCZOP. The length of the First Operational Period will be agreed by both the Jurisdictional and Supporting Agencies at the time of the incident. This decision will be documented and included in the final fire package. The agency with jurisdiction will be responsible for all costs after the initial Mutual Aid period or at such time the incident becomes an escaped fire, whichever comes first.
- E. **Independent Action**: Except as otherwise described in the SCZOP, any party on its own initiative and without reimbursement, may go upon lands protected by another party to suppress wildfires if the fire is a threat to property within the initiating party's primary protection responsibility. In such instances the initiating, or Supporting Agency, will promptly notify the agency with jurisdiction of the action and provide a preliminary (oral) report within 24 hours, followed by a written incident report with ten (10) days.
- F. **Detection and Dispatching Procedures**: There are no full time staffed "lookout" facilities on the CGNF. Horse Butte lookout near Hebgen Lake maybe staffed during periods of high fire danger. There is one lookout staffed by the Helena National Forest which covers a portion of the northern Bridger Range. Yellowstone NP staffs the following lookout: Mt. Washburn. Mt. Holmes and Mt. Sheridan maybe staffed during periods of high fire danger or fire activity. The primary detection method utilized in the area is aerial fixed wing detection flights. Fire reports are also received from the public and commercial/private aircraft. All agencies agree to immediately notify the other agency of all reported fires which are on, or are threatening, agency protected lands. Dispatch Operating Procedures and Dispatch Centers are further defined in the SCZOP (Appendix A, Part IV and V).
- G. **Communications**: The Parties are permitted to utilize each other's radio frequencies for safety and wildland fire operations in accordance with the SCZOP. Clear text will be used between the cooperating agencies. Radio frequencies and the SCZ Incident Communication Plan are identified in the SCZOP (Appendix A, Part VI).
- H. **Zone Multi-Agency Coordinating Groups (ZMACs)**: South Central Zone management strategies are implemented within the scope of NRCG guidelines for ZMACs and may collectively be referred to as the South Central Zone Multi-Agency Coordinating (SCZMAC) Group. NRCG's expectations for zone MACs are included in the SCZOP (Appendix A, Part VII).


- I. **Fire Restrictions and Closures:** The purpose of fire restrictions is to reduce the risk of human-caused fires during unusually high fire danger or burning conditions. Burn bans and fire restrictions impose many limitations on our publics, and therefore should be implemented only after all other prevention measures have been taken. Agencies within the South Central Zone will strive to coordinate the implementation/rescinding of county burn bans, fire restrictions and area closures throughout the fire season (May thru Sept), as provided for in the SCZOP (Appendix A, Part VIII).
- J. **Burn Permits:** The State of Montana requires a burning permit during the established Forest Fire Season (May 1 - September 30) for forested lands. Requirements for County Burning Permits differ by county. Some counties issue seasonal permits while others require daily permits. Dates of permitted periods may be adjusted based on severity of fire seasons. SCZ permitting procedures are included in the SCZOP (Appendix A, Part IX).
- K. **Fire Prevention:** The South Central Zone's goal is to improve local awareness of fire safety with an emphasis on wildland/urban interface. The parties agree to cooperate in prevention activities where practical, including but not limited to: local parades, school visits, urban interface efforts, and conservation education efforts. The parties may assist one another on special projects and share in the cost by providing services or materials as mutually agreed upon through separate agreements that incorporate Project and Financial Plans. Annual fire prevention events are listed in the SCZOP (Appendix A, Part XI).
- L. **Wildland Fire Training:** The Agencies will cooperate in all aspects of wildland fire and aviation training. This may include training scheduling, course development, course presentation, and selection of trainees. As applicable, training will meet National Wildfire Coordinating Group (NWCG) 310-1 standards. The SCZ Training Schedule will be prepared annually, prior to May 1, and documented in the SCZOP (Appendix A, Part XI).
- V. **OTHER**
- A. This instrument is executed as of the date of the last signature and is effective through **December 31, 2021** at which time it will expire unless terminated by the mutual consent of all agencies involved or superseded by an updated OP. This Operating Plan replaces Forest Service Agreement #12-FI-11011100-008. **Nothing in this Plan is intended to supersede any agency's cooperative fire agreements or any other agreements (except as noted above).** *Reference CFPA-General Provision, Part 57.*
- B. This Operating Plan will be reviewed annually for currency during a formal review period for modification(s) provided in January – March. Manual or policy change for any signatory party that affects this agreement would automatically be modified therein. Modifications that are minor in nature including changes to principal contact information, billing information, and radio frequencies etc. will be reviewed annually and concurred to by all parties; however, rerouting for new signatures will not be required.
- C. SCZMAC representatives will make themselves available annually, at a minimum, to review and update the SCZOP by May 1.

- D. SCZMAC representatives identified as Principle Contacts in the SCZOP (Appendix A) are authorized to make revisions to the SCZOP, as needed and as agreed upon through consensus. The latest revision of the SCZOP will automatically be incorporated into this agreement without necessitating a formal modification.
- E. Upon approval of each revision, the SCZOP shall be provided to the Forest Service Grants and Agreements Specialist for inclusion in the official agreement file and also to Rita Chandler, USDA Forest Service, lead principal for the Montana Cooperative Fire Management and Stafford Act Response Agreement. Copies shall be provided as follows:

Rita Chandler	Charlie Boucher
USDA Forest Service	Grants Management Specialist
Region One	Custer Gallatin National Forest
PO Box 7669	3710 Fallon Street, Suite C
Missoula, MT 59807-7669	Bozeman, MT 59718
Telephone: 406-329-3409	Telephone: 406-624-3767

- F. MODIFICATION. Modifications of this agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed; with the exception of Appendix A, which will be updated annually as provided for in *Provision V.C.*
- G. TERMINATION. Any party, in writing, may terminate this agreement in whole, or in part, at any time before the date of expiration. No party shall incur any new obligations for the terminated portion of this agreement after the effective date and shall cancel as many obligations as possible. Full credit shall be allowed for each party's expenses and all non-cancelable obligations properly incurred up to the effective date of termination.
- H. AUTHORIZED REPRESENTATIVES: By signature below, the Agencies certify that the individuals listed in this document as representatives of the Agency, are authorized to act in their respective area for matters related to this agreement.

The authority and format of this agreement has been reviewed and approved for signature.


 Charlene Boucher, U.S. Forest Service
 Grants Management Specialist


9/22/2017
 Date

In witness whereof, the parties hereto have executed this agreement as of the last date written below.



COUNTY EXECUTION


 Gallatin County Commissioner

Date


 Patrick Lonergan,
 Gallatin County Fire Warden

9/20/17
 Date

 9-25-17  9-25-17
Park County Commissioner Date Greg Coleman, Date
Park County Fire Warden

AGENCY EXECUTION

Hoyt Richards, Area Manager- Central Land Office, Date
Monatana Department of Natural Resources and
Conservation

Daniel N. Wenk, Park Superintendent Date
USDI NPS, Yellowstone National Park

Mary C. Erickson, Forest Supervisor Date
USDA Forest Service, Custer Gallatin National Forest

Park County Commissioner

Date

Greg Coleman,
Park County Fire Warden

Date

AGENCY EXECUTION

Hoyt Richards

3-9-18

Hoyt Richards, Area Manager- Central Land Office,
Montana Department of Natural Resources and
Conservation

Date

Daniel N. Wenk, Park Superintendent
USDI NPS, Yellowstone National Park

Date

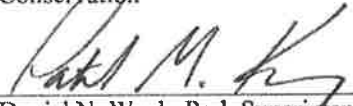
Mary C. Erickson, Forest Supervisor
USDA Forest Service, Custer Gallatin National Forest

Date

Park County Commissioner	Date	Greg Coleman, Park County Fire Warden	Date
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AGENCY EXECUTION

Hoyt Richards, Area Manager- Central Land Office, Montana Department of Natural Resources and Conservation	Date
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FOR  *9-22-17*

Daniel N. Wenk, Park Superintendent USDI NPS, Yellowstone National Park	Date
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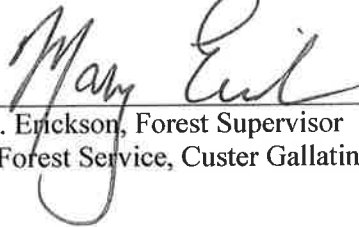
Mary C. Erickson, Forest Supervisor USDA Forest Service, Custer Gallatin National Forest	Date
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Park County Commissioner	Date	Greg Coleman, Park County Fire Warden	Date
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AGENCY EXECUTION

Hoyt Richards, Area Manager- Central Land Office, Montana Department of Natural Resources and Conservation	Date
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Daniel N. Wenk, Park Superintendent USDI NPS, Yellowstone National Park	Date
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9/22/2017

Mary C. Erickson, Forest Supervisor USDA Forest Service, Custer Gallatin National Forest	Date
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APPENDIX A:

**SOUTH CENTRAL ZONE
INTERAGENCY ANNUAL OPERATING PLAN**

Montana Department of Natural Resources and Conservation

Gallatin and Park Counties

USDI National Park Service, Yellowstone National Park

USDA Forest Service, Custer Gallatin National Forest

with the participation of

Madison, Meagher and Sweet Grass Counties

Date of Last Revision: March 13th, 2017

Attachment to Montana Cooperative Wildland Fire Management and Stafford Act Response
Agreement 17-FI-11015600-010
Expires on December 31, 2021

SOUTH CENTRAL ZONE INTERAGENCY ANNUAL OPERATING PLAN

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PART I: PRINCIPAL CONTACTS (2011)

ZMAC Call in Number

1-888-844-9904; Passcode is 2280430#

<p><u>Forest Service</u> Mike Gagen Federal Building PO Box 130 Bozeman, MT 59771 Phone: 406-587-6717 Fax: 406-587-6977 Email: mgagen@fs.fed.us</p>	<p><u>Gallatin County / Gallatin Co DES</u> Patrick Lonergan 34 N. Rouge Bozeman, MT 59771 Phone: 406-582-2350 Fax: 406-582-2355 Email: plonergan@bozeman.net</p>
<p><u>DNRC</u> Craig Campbell Bozeman Unit 2273 Boothill Court #110 Bozeman, MT 59715 Phone: 406-556-4506 Fax: 406-587-9726 Email: ccampbell@mt.gov</p>	<p><u>Park County</u> Greg Coleman 414 East Callender Livingston, MT 59047 Phone: 406-823-0823 Fax: 406-222-4161 Email: gcoleman@parkcounty.org</p>
<p><u>DNRC</u> Derek Yeager Billings Southern Land Office Airport Industrial Park Billings, MT 59105-1978 Phone: 406-247-4406 Fax: Email: dyeager@mt.gov</p>	<p><u>Sweet Grass County</u> Kris Novotny PO Box 25 Big Timber, MT 59011 Phone: 406-930-0379 Fax: Email: pwbtmt@itstriangle.com</p>
<p><u>National Park Service</u> John Cataldo Mammoth Fire Cache PO Box 168 Yellowstone National Park, WY 82190 Phone: 307- 344-2182 Cell:404-581-1890 Email: john_cataldo@nps.gov</p>	<p><u>Meagher County</u> Rick Seidlitz PO Box 355 White Sulphur Springs, MT 59645 Phone: 406-475-4043 Fax: Email: mcfire47@gmail.com</p>
<p><u>BLM</u> John Thompson Western Montana District 106 North Parkmont Butte, MT 59701 Phone: 406-533-7611 Fax: 406-533-7660 Email: j75thomp@blm.gov</p>	<p><u>Madison County</u> Dustin Tetrault Madison County Fire Warden Ennis, Montana Phone: 406-843-4253 Cell: 406-596-0171 Email: dtetrault@madison.mt.gov</p>

PART II: ADMINISTRATIVE ORGANIZATIONS

Gallatin County:

County:

Administrator: County Fire Warden

Dispatch Center: 911 Communication Center

DNRC:

Administrative Unit: Bozeman Unit Office

Dispatch Center: Bozeman Interagency Dispatch Center

Madison County:

County:

Administrator: County Fire Warden/Sheriff

Dispatch Center: County Sheriff Department

DNRC:

Administrative Unit: Dillon Unit Office

Dispatch Center: Dillon Interagency Dispatch Center

Meagher County:

County:

Administrator: County Fire Warden

Dispatch Center: County Sheriff Department

DNRC:

Administrative Unit: Helena Unit Office

Dispatch Center: Helena Interagency Dispatch Center

Park County:

County:

Administrator: County Fire Warden

Dispatch Center: Livingston Communications Department

DNRC:

Administrative Unit: Bozeman Unit Office

Dispatch Center: Bozeman Interagency Dispatch Center

Sweet Grass County:

County:

Administrator: County Fire Warden

Dispatch Center: County Sheriff Department

DNRC:

Administrative Unit: Southern Land Office, Billings

Dispatch Center: Billings Interagency Dispatch Center

U.S. Forest Service:

Administrative Unit: Custer Gallatin National Forest

Dispatch Center: Bozeman Interagency Dispatch Center

See **PART V: DISPATCH CENTERS**; and **PART XII PARK, DISTRICTS and RURAL STATIONS** for additional information and phone numbers.

PART III: MUTUAL AID:

Mutual Aid Areas and Initial Response: The party or agency responsible for providing direct fire protection in a given area is referred to as the Protecting Agency or agency with jurisdiction. A party providing suppression assistance, or other support/resources to the Protecting Agency, is referred to as a Supporting Agency.

The Protecting Agency will not be required to reimburse the Supporting Agency for initial response actions taking place within a mutual response area within the first Operational Period following initial dispatch of suppression resources. The length of the First Operational Period will be agreed by both the Jurisdictional and Supporting Agencies at the time of the incident. This decision will be documented and included in the final fire package. Any agreed upon assistance by the supporting agency beyond the first operational period, including resources not pre-identified in the SCZOP, will be reimbursed and will follow the guidelines established in the Montana Cooperative Fire Management and Stafford Act Response Agreement.

Incident Command: The Incident Commander from the agency with jurisdiction may request assistance from another agency or agencies when it is determined that such assistance is essential to protect life and property. A request for assistance should include the type of incident, the type of equipment and number of personnel and specify location where assistance is needed. Giving assistance is not mandatory. However, if an agency cannot give assistance it shall immediately inform the requesting agency that assistance cannot be given. The assisting agency shall report to the Incident Commander. All operations will be under the incident command system. The requesting agency shall release an assisting agency when services are no longer required or when the assisting agency is needed for service in its own area or when the assisting agency requests release.

Aviation Resources: All non-mutual aid ordering of aviation resources (helicopters, air attack, lead planes, air tankers, and smokejumpers) associated with such an incident will be approved by the responsible agency prior to ordering and the responsible agency will bear the cost of the resources.

Equipment: Each agency shall be responsible to see that its own equipment is properly maintained and safely operated and its personnel properly trained. Each Agency will honor each agencies qualification standards for initial and extended attack.

Cost Share Agreements: A Cost Share Agreement may be prepared by the responsible unit administrators or their authorized representatives when there is (1) a multi-jurisdictional incident or (2) and incident which threatens or burns across direct protections boundaries. Cost Share Agreement examples are provided in Exhibit C.

Wildland Fire Decision Documentation: During the fire season there will be multiple wildland fire decision documentation processes that may be used by the Agencies, the Wildland Fire Decision Support System (WFDSS), or the Incident Situation Assessment (ISA). The following guidelines will be used:

1. Each Agency will decide which decision documentation process they will use and document that in local OP's.

2. In the event of a multi-jurisdiction incident, Agencies will identify which document will convey the final management decision.
3. The Delegation of Authority (DOA) will incorporate these planning documents and will clearly communicate the intent of the leader(s). The DOA will be signed by all Agencies.

A wildland fire decision document will be completed in a timely manner for any fire that is declared an escaped fire. The Jurisdictional Agency provides resource based input to the incoming team through the Jurisdictional Agency's line officer signature, development of the wildland fire decision document, and presence of a Jurisdictional Agency resource advisor on the incident. The wildland fire decision document documents the Jurisdictional Agency's direction for the specific incident. Periodic assessments by the Agency Administrator of the wildland fire decision will occur.

For state and private lands within County protection, the County is the Protecting Agency. It is the responsibility of the State or County, if possible, to incorporate the non-federal landowners concerns into the wildland fire decision documentation process.

Delegation of Authority and Incident In-briefing Package – The zone agrees the priority for emerging incidents is to provide incoming incident management teams a signed Letter of Authority and a complete in-briefing package which includes clear leader's intent and achievable management objectives. A WFDSS or ISA document will be completed once the delegation of authority and in-briefing have been completed.

PART IV: DISPATCH OPERATING PROCEDURES:

A. County Incidents:

- For incidents where the County is the Protecting Agency (i.e. the agency responsible for providing direct fire protection in a given area), initial attack dispatch of local government resources will be handled through the local Dispatch Center.
- At the request of the County Fire Warden, BZC may provide dispatch support to order local government resources directly from the Billings, Dillon, Great Falls, and Helena Dispatch Centers. The sending Dispatch Center will be responsible for assuring notification and coordination with the Northern Rockies Coordination Center.

B. DNRC (Reference Part II - Administrative Organizations, for DNRC Administrative Units within each County)

- The DNRC serves as a liaison between the BZC and local government resources for planned pre-suppression and suppression activities where the county is the Protecting Agency assisted by DNRC.
- The support and dispatch network for "Project Incidents" for the Bozeman DNRC Unit will be BZC. The BZC may provide additional services (i.e., initial attack dispatch) if specifically requested to do so by the DNRC.
- Employees of the DNRC Bozeman Unit will be dispatched thru BZC. This includes dispatching to incidents within and outside of the BZC's established Dispatch Zone. All orders for Bozeman DNRC Unit Resources by the Northern Rockies Coordinating Center (NRCC) will be placed thru BZC. The DNRC is responsible for the status of their employees.

C. Bozeman Interagency Dispatch Center (BZC)

- BZC will dispatch all resources under the "closest forces" principle in order to maximize efficiency and minimize cost.
- Current staffing for BZC does not include a DNRC representative, therefore, a DNRC Agency Representative will be ordered when ordering local government resources for incidents within the BZC Dispatch Zone, or when BZC enters into a support role for County or other incidents.
- BZC requests for local government resources (to be utilized within or outside of the BZC Dispatch Zone) will be placed as follows: a) Gallatin and Park county resource requests will be placed thru the Bozeman DNRC Unit Office. If contact cannot be made with the Bozeman DNRC Unit, the order will be placed directly to the County Fire Warden; b) Meagher, Madison, or Sweet Grass county resource requests will be made thru the appropriate DNRC dispatch center (reference Part II, Administrative Organizations).

D. Mutual Assistance/Expanded Dispatch

- Incidents occurring in Mutual Assistance areas may be responded to by either party (County or CGNF). Emphasis will be placed on notifying the responsible or Protecting Agency and coordinating initial attack efforts with that agency.
- The County may request BZC resources directly thru the local dispatch center to the BZC for incidents that occur within CGNF Administrative Boundaries on which there is joint protection responsibility (i.e., established Fire Protection Districts and Affidavit lands).
- For incidents that occur within CGNF Administrative Boundaries on private lands where CGNF is not the primary Protecting Agency, requests for CGNF resources will be made as follows: a) the County Fire Warden to DNRC to BZC; or b) resources may be ordered directly through BZC if DNRC personnel are not available. In most cases, incidents that occur within CGNF Administrative Boundaries will be considered a threat to CGNF protected lands and CGNF resources will respond concurrently and in coordination with County resources.
- For incidents that occur outside CGNF Administrative Boundaries and Mutual Assistance areas, requests for CGNF resources will be placed by the County Fire Warden to DNRC to BZC; or may be placed direct to BZC if DNRC personnel are not available. BZC will coordinate the County's request through the appropriate Area Office (Billings or Helena) until contact can be established with the appropriate DNRC Unit. Particular care should be taken to assure that any orders for resources (i.e., helicopters, airtankers, etc.), are coordinated through the appropriate DNRC channels to assure proper payment.
- An *Expanded Dispatch* organization will be established for incidents as needed. For incidents where the County is the Protecting Agency assisted by the DNRC, the location of the Expanded Dispatch operation will normally be the BZC in Bozeman. In the case of a boundary fire, the Initial Attack Dispatch Center (Billings, Helena, Dillon, or BZC) will continue to provide support for the incident. For example, a fire initiates on private lands in Sweet Grass County, goes into extended initial attack, and then enters CGNF lands. In this case numerous resources would have been ordered and tracked thru the Billings Dispatch Center and Billings would remain the primary Dispatch Center for the incident. An exception would be if the incident is in the initial stages and only minimal resources have been ordered, then the cooperating agencies will mutually agree upon which Dispatch Center to utilize.

PART V: DISPATCH CENTERS

Custer Gallatin National Forest		
Bozeman Interagency Dispatch Center	406-624-3830 (8-4:30) 800-326-2454 (after hours)	Gaylen Yeates, Center Manager Cristi Heaney, Assistant Mgr
CGNF Ranger Districts: • Yellowstone (Livingston & Big Timber) • Gardiner • Bozeman • Hebgen Lake	(after hour numbers) 406-223-0143 406-223-0143 406-580-5279 406-580-5279	Contact: Ashley Sites, Zone FMO Ashley Sites, Zone FMO Fred Jones, Zone FMO Fred Jones, Zone FMO
BLM – Western Montana District		
Fire Dispatch	406-683-3975 406-553-7611 406-490-1123	Dave Moser, Center Manager John Thompson, FMO Thompson Cell Phone
24 – Hour Dispatch		
Yellowstone National Park		
Fire Dispatch	307-344-2181 (7-17:30) 406-581-4234 307-344-2182 406-581-1890 307-344-2188 406-224-0705 307-344-2640	Laura Dooley, EOC Manager Dooley Cell Phone John Cataldo, FMO Cataldo Cell Phone Ed Folts, Lead Dispatcher Folts Cell Phone 24 – Hour Dispatch
DNRC		
Bozeman DNRC Unit	406-556-4507 406-586-5243 406-570-4272 (after hours) 406-925-0446	Craig Campbell, Unit Manager Katie Svoboda, Office Manager Craig Campbell Katie Svoboda
Helena Interagency Dispatch	406-449-5475 406-444-4242 (after hours)	Chris Adamcik, Center Manager
Central Land Office, Helena	406-458-3505 406-458-3526 406-458-3501 406-431-2561 (after hours) 406-431-1948 (after hours)	Greg Archie, Fire Program Mgr David Hamilton, Rural Fire Hoyt Richards, Area Mgr Greg Archie, Fire Program Mgr David Hamilton, Rural Fire
Helena Unit Office	406-458-3517 406-431-2562 (after hours)	Andy Burgoyne, Unit Manager John Huston, Fire Supervisor
Dillon Unit Office	406-638-6305 406-638-6305	Tim Egan, Unit Manager Don Copple, Unit Fire Sup
Southern Land Office, Billings	406-247-4400 406-247-4406 406-698-3473 (after hours)	Matt Wolcott, Area Manager Derek Yeager, Fire Prog. Mgr. SLO Duty Officer
County Dispatch Centers		
Gallatin County 911: • Bozeman • West Yellowstone	406-582-2100 406-646-7600	Kerry O’Connell Dispatcher on duty Brian Gootkin, Sheriff
Madison County Sheriff: • Ennis	406-843-5351	Roger Thompson, Sheriff Dispatcher on duty
Meagher County Sheriff: • White Sulfur Springs	406-547-3397	Jon Lopp, Sheriff Dispatcher on duty
Park County Sheriff: • Livingston	406-222-2050	Scott Hamilton, Sheriff Dispatcher on duty
Sweet Grass County Sheriff: • Big Timber	406-932-5143	Dan Tronrud, Sheriff Dispatcher on duty

PART VI: PRIMARY RADIO FREQUENCIES

BOZEMAN INTERAGENCY DISPATCH CENTER

4/22/16

AVIATION FREQUENCIES

	RECEIVE	TRANSMIT	MODE
	FREQ/TONE	FREQ/TONE	
National Flight Following	168.650 / 110.9	168.650 / 110.9	Narrow
Air Guard	168.625	168.625 / 110.9	Narrow
Air to Air IA #1 (MT05)	118.2500	118.2500	
Air to Air IA #2 (MT05)	124.0250	124.0250	
Air to Air IA #3 (MT05)	134.0000	134.0000	
Air to Ground IA #1 (MT05) A/G 46	167.7000	167.7000	Narrow
Air to Ground IA #2 (MT05) A/G 69	169.2000	169.2000	Narrow
TAN – Air to Ground – EMS – Life Flight	155.340	155.340/156.7	Narrow
Shenango Helibase	122.900	122.900	
West Yellowstone Tanker Base	123.975	123.975	

U.S. FOREST SERVICE

CUSTER GALLATIN NATIONAL FOREST

		PRIMARY		REPEATER	MOD E
		RECEIVE	TRANSMIT	TRANSMIT	
		FREQ / TONE	FREQ / TONE	FREQ / TONE	
West Zone	WZ North Direct	164.8250	164.8250 / 123.0		Narrow
	WZ South Direct	164.8250	164.8250 / 131.8		Narrow
	Bridger West	164.8250		169.9250 / 103.5	Narrow
	Cinnamon	164.8250		169.9250 / 146.2	Narrow
	Garnet	164.8250		169.9250 / 156.7	Narrow
	Horse Butte	164.8250		169.9250 / 136.5	Narrow
	Hyalite	164.8250		169.9250 / 110.9	Narrow
	Eaglehead - West	164.8250		169.9250 / 123.0	Narrow
	Skyline	164.8250		169.9250 / 131.8	Narrow
	WZ - Tactical	168.6125	168.6125		Narrow
East Zone	EZ North Direct	171.5500	171.5500 / 110.9		Narrow
	EZ South Direct	171.5500	171.5500 / 123.0		Narrow
	Bridger East	171.5500		164.1250 / 103.5	Narrow
	Contact	171.5500		164.1250 / 136.5	Narrow
	Crazy Mtn.	171.5500		164.1250 / 156.7	Narrow
	Eaglehead - East	171.5500		164.1250 / 123.0	Narrow
	Mill Cr.	171.5500		164.1250 / 107.2	Narrow
	Monument Peak	171.5500		164.1250 / 146.2	Narrow
	Sheep Mtn.	171.5500		164.1250 / 100.0	Narrow
	Tin Can	171.5500		164.1250 / 167.9	Narrow
	Trail Creek	171.5500		164.1250 / 110.9	Narrow
	Washburn	171.5500		164.1250 / 131.8	Narrow
	EZ - Tactical	163.7125	163.7125		Narrow

BOZEMAN INTERAGENCY DISPATCH CENTER (cont)

NATIONAL PARK SERVICE

YELLOWSTONE NATIONAL PARK

		PRIMARY		REPEATER	
		RECEIVE	TRANSMIT	TRANSMIT	
		FREQ / TONE	FREQ / TONE	FREQ / TONE	MODE
FIRE CACHE OPS		172.5000 / 103.5	172.5000 / 103.5		Narrow
NORTH	Direct	166.3250 / 167.9	166.3250 / 167.9		Narrow
	North Rptr	166.3250 / 167.9		166.9250 / 167.9	Narrow
LAMAR	Direct	166.3750 / 192.8	166.3750 / 192.8		Narrow
	Lamar Rptr	166.3750 / 192.8		166.9750 / 192.8	Narrow
	Cooke Rptr	166.3750 / 179.9		166.9750 / 179.9	Narrow
SOUTH	Direct	165.5875 / 110.9	165.5875 / 110.9		Narrow
	South Rptr	165.5875 / 110.9		164.8000 / 110.9	Narrow
	Top Notch Rptr	165.5875 / 118.8		164.8000 / 118.8	Narrow
	Bechler Rptr	165.5875 / 127.3		164.8000 / 127.3	Narrow
WEST	Direct	166.8750 / 136.5	166.8750 / 136.5		Narrow
	West Rptr	166.8750 / 136.5		169.4000 / 136.5	Narrow
	Holmes Rptr	166.8750 / 146.2		169.4000 / 146.2	Narrow
SOA	Direct	167.1500 / 206.5	167.1500 / 206.5		Narrow
	SOA 1 Rptr	167.1500 / 206.5		163.1250 / 206.5	Narrow
	SOA 2 Rptr	167.1500 / 218.1		163.1250 / 218.1	Narrow
	SOA 3 Rptr	167.1500 / 229.1		163.1250 / 229.1	Narrow
Common	NPS Direct	168.6125 / 136.5	168.6125 / 136.5		Narrow

MONTANA DEPARTMENT OF NATURAL RESOURCES

CENTRAL LAND OFFICE – BOZEMAN UNIT

		PRIMARY		REPEATER	
		RECEIVE	TRANSMIT	TRANSMIT	
		FREQ / TONE	FREQ / TONE	FREQ / TONE	MODE
Bozeman DNRC		151.235	151.235		Narrow
Bridger Ridge		151.235		159.420 / 127.3	Narrow

South Central Zone Multi-Agency Response Communications Plan

CHANNEL	FUNCTION	FREQUENCY/TX tone	MODE
GOLD	CHECK IN	153.905/156.7	Narrow
MAROON	COMMAND	154.280/156.7	Narrow
ORANGE	AIR TO GROUND	151.400	Narrow
YELLOW	AIR TO GROUND	151.220	Narrow
RED	OPS / COMMAND	154.070/156.7	Narrow
SCARLET	OPS / COMMAND	154.295/156.7	Narrow
RUBY	OPS / COMMAND	153.830/156.7	Narrow
CORAL	OPS / COMMAND	154.265/156.7	Narrow

PART VII: SCZMAC COMMITTEE REPRESENTATIVES & NRCG EXPECTATIONS:

South Central Zone Chair	Mike Gagen
South Central Zone Co-Chair	Fred Jones (chair starts Fall 2017)
South Central Zone MAC Coordinator	Mike Gagen
Operations	Ashley Sites
Aviation	Pete Lannan
Training	Todd Opperman
Business	Katie Svoboda
Prevention - Education	Marianne Baumberger
Restrictions	Greg Coleman

NRCG basic expectations for ZMAC Group operations include:

1. All zone MACs would become active when the geographic area reached PL5.
2. Zone MAC members would have the appropriate delegation of authority in place from zone agency administrators. This delegation should mirror the delegation each GMAC member has in place. (*See Exhibit E for example of Delegation of Authority*).
3. Fires within each zone would be prioritized daily using the geographic area prioritization worksheet and forwarded to the Northern Rockies Coordination Center.
4. Zone MACs would formulate alternative strategies for large fire management within the zone based on the current Northern Rockies AMR strategy document.
5. The GMAC would allocate critical resources to the zones and the zone MACs would allocate and reallocate resources between fires within the zone and share resources with neighboring zones.
6. Ensure initial attack capabilities are maintained within the zone. Ensure drawdown plans are developed and maintained for the zone and that severity resources are used most effectively.
7. Conduct IC calls within the zone.
8. Share resources within the zone and between zones.
9. Increase capability of managing Type 3 incidents.

PART VIII: FIRE RESTRICTIONS AND CLOSURES:

See South Central Montana Area Fire Restrictions and Closures Guidebook / 2013 - 2018

PART IX: BURN PERMITS:

Gallatin County:

A Gallatin County burn permit must always be obtained and activated before starting a burn. Burn permits are obtained online at: <http://burnpermits.mt.gov/>. During specific times of the year, a permit and/or permission must also be obtained from the Montana Department of Environmental Quality (DEQ) before burning. From September 1 - November 30, all burners must check [the burn closures website](#) or call the Ventilation Hotline at 1-800-225-6776 to see if burning is restricted. From December 1 - February 28, all burners must notify the DEQ (406) 444-3490 prior to ignition.

Park County:

Open Burning is allowed year round in Park County with the exception of closures due to unsafe conditions. A Park County burn permit must always be obtained and activated before starting a burn. Burn permits are obtained online at: <http://burnpermits.mt.gov/>. During specific times of the year, a permit and/or permission must also be obtained from the Montana Department of Environmental Quality (DEQ) before burning. From September 1 - November 30, all burners must check [the burn closures website](#) or call the Ventilation Hotline at 1-800-225-6776 to see if burning is restricted. From December 1 - February 28, all burners must notify the DEQ (406) 444-3490 prior to ignition. All burners in the West Zone (south of I-90) must have a valid Burn Identification Number (BIN) obtained through the DEQ. Check the burn closures website or call the DEQ for information on how to receive approval to burn with your BIN.

Sweet Grass County:

The County requires property owners to contact the sheriff's office before burning.

Meagher County:

The County requires a permit during the period May 1 thru September 30 for all open burning on private lands. These may be obtained through the Sheriff's department. The County does not require a permit during the remaining period of the Open Burning season, March 1 thru April 30 and October 1 thru November 30.

Madison County:

A Madison County burn permit must always be obtained and activated before starting a burn. Burn permits are obtained online at: <http://burnpermits.mt.gov/>. During specific times of the year, a permit and/or permission must also be obtained from the Montana Department of Environmental Quality (DEQ) before burning. From September 1 - November 30, all burners must check [the burn closures website](#) or call the Ventilation Hotline at 1-800-225-6776 to see if burning is restricted. From December 1 - February 28, all burners must notify the DEQ (406) 444-3490 prior to ignition.

PART X: FIRE PREVENTION AND EDUCATION ACTIVITIES:

Following is a list of activities recommended for implementation by the SCZ. Actual implementation is contingent upon available resources and funding and may be authorized under separate agreement, as needed.

(Updated information needed)

PART XI: TRAINING:

ICS training courses scheduled by the South Central Zone cooperating agencies can be found on the South Central Montana Zone webpage. Additional ICS courses are offered at other locations outside the administrative zone. Also, additional ICS training maybe offered within the Zone if a need develops.

The most current version can be located on the South Central Montana Zone web page;
<https://sites.google.com/site/southcentralmontanazone/home>

Additional training in the Northern Rockies can be found on their website;
<http://www.nationalfiretraining.net/nr/>

PART XII: PARK, DISTRICTS, FIELD and LAND OFFICES AND RURAL STATIONS

Custer Gallatin National Forest

Bozeman Supervisor's Office
 Yellowstone Ranger District
 Gardiner Ranger District
 Bozeman Ranger District
 Hebgen Lake Ranger District

Line Officer

Mary Erickson, Forest Supervisor
 Alex Sienkiewicz, District Ranger
 Mike Thom, District Ranger
 Corey Lewellen, District Ranger
 Jason Brey, District Ranger

Office

587-6701
 223-6066
 848-7375
 522-2520
 823-6963

Yellowstone National Park

Park Superintendent
 Deputy Park Superintendent
 Chief Ranger
 Deputy Chief Ranger
 Deputy Chief Ranger

Line Officer

Daniel N. Wenk
 Steve Iobst
 Pete Webster
 Lorant Veress
 Richard Moore

Phone

307-344-2002
 307-344-2003
 406-581-6547
 406-581-8406
 307-250-2028

Butte Field Office, Bureau of Land Mgt

Field Manager

Line Officer

Scott Haight

Phone

533-7600

Montana DNRC, Central Land Office

Area Manager

Line Officer

Hoyt Richards

Phone

458-3501

Montana DNRC, Southern Land Office

Area Manager

Line Officer

Matt Wolcott

Phone

247-4400

Gallatin County

County Firewarden
 Deputy County Firewarden
 Amsterdam RFD
 Central Valley RFD
 Big Sky FD
 Bozeman City FD
 Bridger Canyon RFD
 Clarkston FSA
 Fort Ellis FSA
 Gallatin Gateway RFD
 Gallatin River Ranch RFD
 Manhattan RFD
 Hebgen Basin RFD
 Rae FSA
 Sedan RFD
 Sourdough RFD
 Three Forks RFD
 Willow Creek RFD
 Gallatin County DES

Chief

Kerry O'Connell
 Patrick Longern
 Todd Kitto
 Ron Lindroth
 Bill Farhat
 Jason Shrauger
 Ted Mather
 Wayne Hawks
 Mike Cech
 Jeremiah Hillier
 Ross Johnson
 Mike Ulmen
 Shane Grube
 Jason Revisky
 Henry Glen
 Jason Revisky
 Bruce Feiz
 George Reich
 Patrick Lonergan

Day Number

582-2085
 582-2395
 580-9764
 388-4480
 995-2100
 582-2350
 586-6427
 285-6639
 581-2816
 763-4318
 284-4380
 284-3348
 640-0301
 580-9473
 579-4100
 580-9473
 285-4152
 285-4708
 582-2395

Park County

County Firewarden
 Deputy County Firewarden
 Clyde Park City
 Clyde Park Rural
 Cooke City/Silvergate
 Gateway Hose Company
 Livingston City FD
 Paradise Valley FSA
 Park County Rural #1
 Wilsall Fire District #3

Chief

Greg Coleman
 Joe Fowler
 Don Oberquell
 Tony Bailey
 Troy Wilson
 Bob Kopland
 Ken MacInnes
 Mike Story
 Dann Babcock
 Calvin Sarver

Day Number

823-0823
 223-5367
 209-1707
 220-0015
 838-2234
 848-7357
 817-424-5686
 223-1548
 223-3769
 578-2526

Madison County

County Firewarden

Chief

Dustin Tetrault

Day Number

843-4253

Sweet Grass County

County Firewarden
 Big Timber FD

Chief

Kris Novotny
 Kris Novotny

Day Number

930-0379
 930-0379

Meagher County

County Firewarden
 Meagher County Rural FD

Chief

Rick Seidlitz
 Rick Seidlitz

Day Number

475-4043
 475-4043

PART XIII: EXHIBITS:

- A. Definitions
- B. Sample Cost Share Agreement
- C. Sample Project and Financial Plan
- D. Sample Delegation of Authority

**EXHIBIT A
DEFINITIONS**

Affidavit Land: These are private lands, which are not included in a Forest Fire Protection District, and which the landowner has the option to pay a standard fee through the county tax base system for wildland fire protection by the responsible agency.

Agency Representative: An individual assigned to an incident with full authority to make decisions on all matters affecting that agency's participation at the incident.

Boundary Fire: This includes (i) a fire burning jointly on lands of more than one party and the boundary line is known, (ii) where the fire location is known, but the protection boundary on the ground is uncertain, or (iii) where the location of a reported fire is uncertain in relation to the protection boundary.

Once the exact location of the fire is determined in relation to the protection boundary, it ceases to be a boundary fire unless falling into category (i) above.

Classified Forest Lands: Lands which have a ten percent or greater tree canopy cover or are located within one half mile of such.

Closest Forces Concept: This is the philosophy of committing the closest available appropriate resources, regardless of the Agency, for initial attack or for extended attack.

County Coop Program: As it pertains to this Operating Plan: thru agreement with the State, the County will provide wildland fire protection for areas not covered by a designated fire protection entity.

County Fire Advisor: This is a DNRC representative who is assigned to a County incident to assist the managing agency with tactical management of the incident.

County Fire District: These are areas in which an entire private land base in a county is provided wildland and structure protection/suppression by the county. Fees are paid through the county tax base system.

Escaped Fire: A wildland fire that has exceeded, or is anticipated to exceed pre-planned initial attack capabilities or fire management direction.

Fee Service Area: This is area in which the landowner pays a fee through the county tax base system for structural protection and suppression by the responsible county rural fire department.

Forest Fire District: This is area which has been established by a vote of 51% of the landowners who own 50% of the private lands. Private landowners pay an established fee through the county tax base for which in return they receive wildland fire suppression (MCA 76-13-204).

CGNF Administrative Boundary: This is the line which defines the exterior boundary for CGNF primary fire suppression responsibilities, with the exception of the Mutual Threat Zone

and Bureau of Land Management lands for which the CGNF has suppression responsibilities. Within the boundary CGNF fire suppression responsibilities are governed by various agreements for private and cooperating agency lands.

Local Government Resources: City, county, and rural fire departments which may be either paid or volunteer.

Mutual Aid: Assistance provided by a Supporting Agency at no cost to the Protecting Agency. Mutual Aid is limited to those initial attack resources that have been determined to be appropriate.

Project (Type I, II, or III) Incident: These are incidents which exceed initial attack efforts and require support resources. The support resources may, or may not, include an Incident Overhead Team. The incidents are normally not "controlled" within the first twenty four hours.

Responsible Agency: The agency designated to provide wildland fire protection for a defined area.

Rural Fire District: These are areas which have been established thru petition by 50% or more of the private landowners. A rural fire district provides wildland and structure protection/suppression responsibilities and is supported by established fees through the county tax system (MCA 7-33 Part 21).

South Central Zone: A geographical subset cooperating agencies of the Northern Rockies Coordinating Group. Primary members are Gallatin and Park Counties, Yellowstone National Park, Bureau of Land Management, Department of Natural Resources, and the Custer Gallatin National Forest. Associate members include Madison, Sweet Grass and Meagher counties.

Structure Fire Protection: Protecting a structure from the threat of damage from an advancing wildland fire. This involved the use of standard wildland protection tactics, control methods, and equipment including fire control lines and the extinguishments of spot fires near or on the structure.

Structure Fire Suppression: Interior or exterior actions taken to suppress and extinguish a burning structure or improvement associated with standard fire protection equipment and training.

Unified Command: A Command structure, which provides for all Agencies or individuals who have jurisdictional responsibility, either geographical or functional, to jointly manage an incident through a common set of objectives.

Wildland Urban Interface: These are areas where private developments are occurring within wildland areas representing high risk to loss of life, property, and resources from wildfires due to exposure and increased ignition potential.

Wildland Fire: Any non-structure fire that occurs in the wildland. Three distinct types of wildland fire have been defined and include wildfire, wildland fire use, and prescribed fire.

**EXHIBIT B
SAMPLE COST SHARE AGREEMENT**

Following is a Cost Share Agreement between the Agencies identified below as negotiated for the following incident.

INCIDENT NAME: _____ INCIDENT NUMBER _____

START DATE AND TIME: _____ FIRE/"P" NUMBER: _____

This Cost Share Agreement between _____ and
_____, and with the cooperation of _____
_____ was prepared under the following authorities provide by

Cooperative Fire Protection Agreement Number _____
Dated _____

It is hereby agreed that the costs on this Incident will be shared as follows: using some mutually agreed to equitable basis as determined by the Agency administrators.

This Agreement and the apportionment described are our best judgments of fair and equitable Agency cost responsibilities.

Agency: _____

Signature: _____ Date: _____

Agency: _____

Signature: _____ Date: _____

ITEMS TO CONSIDER WHEN NEGOTIATING A COST SHARE AGREEMENT

Negotiating cost share agreements within the State of Montana has been delegated to the respective Local Agency Administrators who are party to the Cooperative Fire Protection Agreement. Cost share agreements are to be documented, including the basis or rationale used. The following GUIDELINES and METHODS should be considered when negotiating a cost share agreement. These guidelines and methods are intended to help field personnel in negotiating an equitable agreement and are not intended to be mandatory.

General Guidelines

1. All cost share negotiations should include consideration to each Agency's values at risk and resources assigned.
2. Cost share agreements should be reviewed through the duration of the incident. Any changes should be documented with review date and time and signed by the appropriate Agency officials.

Methods to Consider for Cost Sharing on Multi-Jurisdictional Fires

1. Initial Attack Agreement – During initial attack, resources are dispatched per pre-season agreements or an established operating plan, to a multi-jurisdictional fire. If the incident is controlled with initial attack resources, Agency Administrators may agree to cost share some or all suppression resource costs regardless of which Agency dispatched the resources, e.g. dozers or crews working on both areas of responsibility.
2. You Order You Pay (YOYP) – Under YOYP, each Agency is fiscally responsible for the resources they order, regardless of where they are used on the incident. YOYP procedures are as follows:
 - a. A unified ordering point is required and Agencies agree to who will order which resources.
 - b. On-incident support costs may be split by the percentage of Agency requested resources.
 - c. The ordering unit pays for off-incident support costs.
3. Acres Burned – Costs are shared based on the acreage percentage of the fire within an Agency's protection area. This method issued when Agencies' responsibilities, objectives, and suppression costs are similar.
4. Cost Apportionment – The cost apportionment process is a more complex system for identifying Agency cost share where Incident Agencies agree to share costs.
 - a. The apportionment method is used to share final incident costs based upon the usage of resources per operational period.
 - b. Costs are documented and approved by the IC(s) or other designated Incident Agency personnel on a daily basis.
 - c. Direct costs, (e.g. helicopters, crews, airtankers, retardant) are shared based upon assignment in the Incident Action Plan or actual use. Support costs (e.g. overhead team, caterer) are shared proportionally to the direct costs. Agency-specific costs are not shared.

EXHIBIT C
SAMPLE PROJECT AND FINANCIAL PLAN

SUPPLEMENTAL NUMBER _____ TO COOPERATIVE FIRE PROTECTION
AGREEMENT NUMBER _____.

I. INTRODUCTION

Brief description of project, where located, NEPA status (if required), design/specifications status, and the Federal authority under which the request is made, i.e., Cooperative Funds and Deposits Act, Granger-Thye Act, etc.*

II. SCOPE AND DURATION

The objective of this project is to _____.

It is anticipated that this project will begin _____ and will end _____.

III. PRINCIPAL CONTACTS

Principal contacts for each Agency for the administration of the project are:

Name
Address
Telephone
Email
FAX

Principal fiscal contacts for each Agency of the project are:

Name
Address
Telephone
Email
FAX

IV. DETAILED PROJECT DESCRIPTION

- A. Specific duties and tasks to be performed. Identify desired end results.
- B. Identify tools and equipment needed and who will supply them.
- C. Identify size of crew and who will be providing transportation.
- D. Other

VI. SUPERVISION AND TECHNICAL OVERSIGHT

Describe supervision (roles, responsibilities, etc.) and technical oversight.

VI. REIMBURSEMENT

Describe reimbursement and billing procedures.

VII. FINANCIAL PLAN

List which Agency is reimbursing the other and detail items to be reimbursed. Include:

Salaries

Travel

Supplies

Equipment Use

Administrative Charges

Project Total

Management code to be charged _____. Reimbursement shall be made only for actual expenses incurred. Itemized documentation in support of all expenses is required.

VIII. SIGNATURES

Agency Administrator

Date

Agency

Agency Administrator

Date

Agency

* Request made by non-Federal parties to the USFS under the authority of the Granger-Thye Act shall include the following provision:

The cooperator hereby agrees to defend and hold harmless the USDA Forest Service its representatives or employees, from any damage incident to the performance of the work resulting from, related to, or arising from this instrument.

**EXHIBIT D:
SAMPLE DELEGATION OF AUTHORITY**

DELEGATION OF AUTHORITY

_____ is assigned as Incident Commander on the _____ Fire. You have full authority and responsibility for managing the fire suppression activities within the framework of law, Agency policy, and direction provided in the Overhead Briefing and/or Wildland Fire Situation Analysis/ Wildland Fire Decision Support System (WFDSS).

Your primary responsibility is to organize and direct your assigned and ordered resources for efficient and effective suppression of the fire. You are accountable to the _____ or their designated representative listed below. Financial limitations will be consistent with the best approach to the values at risk. Specific direction for the _____ Fire covering management and environment concern is listed:

Resource limitations –

_____, will represent me on any occasion that I am not immediately available.

This authority is effective _____.

Unit Administrator Date
Time:

Unit Administrator Date
Time: