NORTHERN ROCKIES COORDINATING GROUP (NRCG) INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK SUPPLEMENT

CHAPTER 50 – INTERAGENCY COOPERATIVE RELATIONS

Supplement No: NR-2018-6

Effective Date: April 1, 2018

Duration: Effective until superseded or removed

Approved:

/s/ Mike Granger
MIKE GRANGER
Chair

Posting Instructions: Post by document, remove entire document, and replace with this supplement. Retain this transmittal as first page of document.

New Document	NR-2018-6	68 Pages
Superseded Document(s) by Issuance Number and Effective Date	NR-2017-10 (6/30/2017)	78 Pages

Digest:

Reformatted entire chapter for consistency and compliance.

Exhibit NR10-Updates Montana Department of Natural Resources (DNRC) for the following:

- Support and Tactical Water Tender rates updated.
- 01.3 Language added stating EFFs must be 18 years old at time of hire to participate in any fire line activity.
- 01.5-1 Added language to state that LGFF billing packages must be received within 90 days of demobilization of resources for payment.
- 01.5-4 Language added stating LGFF must be 18 years old at time of hire to participate in any fire line activity.
- 01.5-5 LGFF equipment in travel status, to or from a Severity assignment, will be paid at 100% of the hourly rate

Exhibit NR11- Idaho Department of Lands

- Added additional language regarding Out of State EMS providers.
- Added Idaho Water Rights language.

Exhibit NR12 – North Dakota Forest Service

- Updated Engine and Water Tender Rates.
- Added language regarding LGFF vehicles.

Exhibit NR13- South Dakota Forest Service

- Removed detail and replaced with a link to the Rocky Mountain Geographic Area Chapter 50 Supplement.

FORMAL AGREEMENTS

Agreements between Federal, State Fire Organizations and Local Governments

This supplement outlines incident business management procedures specific to DNRC, the Idaho Department of Lands (IDL), the North Dakota Forest Service (NDFS), and the South Dakota Wildland Fire Suppression Division (SD WFS) that differ from the Interagency Incident Business Management Handbook (IIBMH). These directions apply when working on fires under the protection of the respective agency or when working with state employees, county employees, or city, county or rural fire departments from the respective states.

Exhibits: **NR10 – Montana Department of Natural Resources and Conservation**

NR11 – Idaho Department of Lands

NR12 – North Dakota Forest Service

NR13 – South Dakota Wildland Fire Suppression

Table of Contents

FORMAL AGREEMENTS 2

Agreements between Federal, State Fire Organizations and Local Governments 2

EXHIBIT NR10 6

01.1 MONTANA DNRC GENERAL INFORMATION 6

BILLING: 6

01.2 EMERGENCY MEDICAL SERVICES 6

01.3 EMERGENCY FIRE FIGHTERS (EFFs) AND OTHER STATE EMPLOYEES 7

01.3-1 Entitlements 8

01.3-2 Meal Periods 9

01.3-3 Work/Rest, Length of Assignment, and Days Off 9

01.3-4 Payroll 9

01.3-5 Hiring Documents 10

01.3-6 Payment Document Requirements 11

01.3-7 Compensation for Injury/Illness 11

01.4 PRIVATE FIRE SUPPRESSION RESOURCES – Emergency Equipment Rental 12

01.4-1 Preferred Hiring Method 12

01.4-2 During Incident Sign-up 13

01.5 LOCAL GOVERNMENT FIRE FORCES (LGFF) 13

01.5-1 General Information 14

01.5-2 Within Local Government Fire Force Legal Jurisdiction 15

01.5-3 Possible Hiring Methods 17

01.5-4 Local Government Fire Force (LGFF) Personnel 20

01.5-5 Local Government Fire Force (LGFF) Equipment 24

01.5-5-1 Local Government Fire Force Ambulances and Medical Equipment 33

01.5-6 Agency Assistance with Local Government Fire Forces 37

01.6 MONTANA NATIONAL GUARD 38

01.7 MONTANA DEPARTMENT OF CORRECTIONS 38

01.8 MONTANA DEPARTMENT OF TRANSPORTATION (DOT) 39

01.9 MONTANA HIGHWAY PATROL 39

1 01.10 MONTANA SHERIFF AND PEACE OFFICERS 39
2 01.11 STATE-OWNED AND OTHER EQUIPMENT 39
3 01.11-1 Sedans, Sport Utility Vehicles, and Pickups 40
4 01.11-2 Trailers and Transports 42
5 01.11-3 All-Terrain Vehicles 43
6 01.11-4 Agency-Owned Engines and Water Tenders 43
7 01.11-5 DNRC Kitchens 43
8 01.11-6 DNRC Hand Wash Station 44
9 01.11-7 Portable Generators 44
10 01.11-8 Aircraft 44
11 01.11-9 Boats: 45
12 01.12 CLAIMS 46
13 01.13 OTHER REFERENCE MATERIALS FOR MONTANA 46
14 01.13-1 NRCG Mobilization of Local Government Firefighting Resources 46
15 01.13-2 DNRC 300 Manual - Incident Business Management 46
16 01.13-3 DNRC 900 Manual - Wildland Fire Suppression 46
17 01.13-4 DNRC IBA Operating Guidelines/DNRC IBA Job Aid 46
18 01.13-5 DNRC Local Government Fire Force (LGFF) Incident Rental Agreement 46
19 01.14 ABBREVIATIONS AND DEFINITIONS 47
20 01.15 FEMA GUIDELINES 48
21 **EXHIBIT NR11 ..... 51**
22 IDAHO 51
23 IDAHO DEPARTMENT OF LANDS 51
24 1. STATE AND COOPERATOR PERSONNEL AND EQUIPMENT 51
25 2. EMERGENCY MEDICAL SERVICES 51
26 3. Agency Provided Medical Care (APMC) 54
27 4. IDAHO NATIONAL GUARD 54
28 5. IDAHO WATER RIGHTS 54
29 **EXHIBIT NR12 ..... 56**

1 NORTH DAKOTA FOREST SERVICE 56
2 GENERAL INFORMATION 56
3 BILLING: 56
4 EFFs AND OTHER STATE EMPLOYEES 56
5 Entitlements 56
6 Meal Periods 56
7 Work/Rest, Length of Assignment, and Days Off 57
8 Engine Staffing 57
9 Payroll 57
10 Payment Document Requirements 57
11 Compensation for Injury/Illness 58
12 Hiring Method 58
13 During-Incident Sign-up 59
14 LOCAL GOVERNMENT FORCES - Equipment Rental 59
15 General Information 59
16 Local Government Fire Force (LGFF) Equipment 60
17 SEVERITY 60
18 MINIMUM STANDARDS FOR TYPE 61
19 NORTH DAKOTA NATIONAL GUARD 65
20 STATE-OWNED EQUIPMENT 66
21 Sedans, Passenger Vans, Utility Vehicles, Pickups, and Stake side Trucks 66
22 Trailers and Transports 66
23 Engines and Water Tenders 66
24 EXHIBIT NR13 68
25 SOUTH DAKOTA 68
26
27

EXHIBIT NR10

01.1 MONTANA DNRC GENERAL INFORMATION

This information is intended to provide a general outline of DNRC and Local Government Fire Force (LGFF) operating procedures. For further information contact one of the six Area Land Offices, the Forestry Division or the Fire and Aviation Management Bureau:

LAND OFFICES:

Central Land Office	Helena, MT	(406) 458-3500
Eastern Land Office	Miles City, MT	(406) 232-2034
Northeastern Land Office	Lewistown, MT	(406) 538-7789
Northwestern Land Office	Kalispell, MT	(406) 751-2240
Southern Land Office	Billings, MT	(406) 247-4400
Southwestern Land Office	Missoula, MT	(406) 542-4200
FIRE AND AVIATION MANAGEMENT BUREAU:		(406) 542-4250
FORESTRY DIVISION:	Missoula, MT	(406) 542-4300

BILLING:

DNRC will use applicable LGFF equipment rates and **actual** personnel costs for purposes of billing other agencies and private entities for fire suppression services. Rates for on-road vehicles will be billed according to rates found in Section 1.11-1 of this supplement. For off-road 4x4 SUVs and pickups used by line personnel, the applicable rates will be billed according to Section 1.11-1 of this supplement.

Rates for T1-7 Engines and T1-3 Water Tenders:

The rates contained in this supplement for T1-T7 Engines were updated for CY2017 using a combination of consensus and collected data inputs, combined with an equation that calculates a Replacement Asset Value, determined by using estimated inflation and maintenance costs. This formula is representative of the actual cost of replacing the equipment in the future. Hourly rates will remain static to the year 2021 after which they will be re-evaluated and adjusted as needed.

Rates for T1-3 Water Tenders (Support and Tactical) were reviewed and updated for CY 2018 using the same methodology as noted above. Hourly rates will remain static to the year 2021 after which they will be re-evaluated with the engine rates and adjusted as needed.

01.2 EMERGENCY MEDICAL SERVICES

Emergency Medical Services (EMS) are available in the state of Montana through the regular ordering process at interagency dispatch centers. The preferred method of hiring EMS personnel and equipment/vehicles in Montana is: 1) Local EMS Jurisdiction (Public); 2) sponsored Agency personnel licensed in Montana; and 3) Montana Fire Service Organizations, providing EMS services.

IF AN INCIDENT REQUESTS AN EMS RESOURCE TO WORK UN-ESCORTED NEAR THE FIRELINE, THE RESOURCE SHALL BE NWCG QUALIFIED IN A FIRELINE

POSITION AND HAVE, IN THEIR POSSESSION, A CURRENT INCIDENT QUALIFICATION CARD.

ALL EMS providers working within the state of Montana must have a current professional license, as determined by the Montana Board of Medical Examiners.

This can be verified by either: the individual providing a copy of their licensure or, the agency can confirm current licensure by going to www.ebiz.mt.gov/pol/ and going to "licensee look up".

a) **If ordering individual EMS personnel:** Individual EMS personnel may function at the Basic Life Support level anywhere in the state with a current licensure of EMR, EMT, AEMT, or Paramedic as long as they are following Montana State Protocols (www.emt.mt.gov). If individual EMS personnel are expected to function at any level beyond Basic Life Support, they must have medical direction (Montana recognized Medical Director) that agrees to provide medical oversight (medication procurement, QI/QA and retrospective operational review) while operating on a fire assignment. This should be confirmed in writing (the individual EMS provider should be able to provide) or via direct phone contact with the Medical Director providing oversight.

b) **If ordering an LGFF (ambulance): For additional direction, please see Section 01.5-5-1.** All EMS services are required to be licensed by the state of Montana to offer services. Service licensure can be confirmed by either calling 444-3895 or going to www.dphhs.mt.gov/publichealth/emsts. EMS services are licensed in Montana at various levels of care (basic, basic with authorization to provide ALS, or ALS). In order to be licensed at the various levels, all personnel working on that service are Montana licensed and the service must have medical oversight; therefore, verifying the licensure status of individual EMS personnel or medical oversight is not necessary.

c) **If you encounter an EMS individual NOT LICENSED in MONTANA:** If you want to utilize this person as an EMS individual provider on the fire and they hold a EMS licensure in another state (not NREMT), there is a provision for their EMS credentials to be recognized and utilized on this fire assignment. A form can be downloaded, completed and faxed to the Montana Board of Medical Examiners. The **TEMPORARY EMERGENCY/DISASTER EXEMPTION** form can be downloaded at: www.emt.mt.gov , then click on tab "regs", the form is on the left panel at the bottom, labeled "Disaster Exemption Form".

d) Proof of EMS licensure currency and medical oversight will be managed at the local level through the home unit agency certifier or the dispatch center IQCS/IQS account manager.

e) EMS personnel must furnish medical supply inventory upon arrival at incident. While at the incident the EMS personnel will keep a daily log of medical supplies used for reimbursement purposes at the end of the incident. All replacement items must be documented in writing by the Medical Unit Leader or their designee.

f) ALS kits will be signed up on either an EERA or IRA. The Resource Order must note the kit as a support item.

01.3 EMERGENCY FIRE FIGHTERS (EFFS) AND OTHER STATE EMPLOYEES

DNRC has six (6) Area Offices and the Fire & Aviation Management Bureau that engage in statutorily-mandated wildland fire suppression and all hazard incident activities. In some areas, DNRC hires seasonal positions each year to fight fire for approximately 65 days during June through August. As needed, DNRC also hires temporary, Emergency Fire Fighters (EFFs) for individual emergency operations that require more personnel than are already on staff.

A DNRC EFF is an individual hired of necessity to cope with a sudden and unexpected emergency, actual or potential, which threatens damage to DNRC protected property. EFFs are hired without a competitive interview process. While individuals may complete all necessary paperwork to be available as an EFF during a wildfire season, or an extension of the wildfire season, they are not employed – and are therefore, not paid - until they are hired and work on an as-needed basis for a particular incident. EFF employment is sponsored for an individual wildfire or other hazard incident basis. Employment terminates when the EFFs work on the incident is complete. Employment as an EFF is not guaranteed. Hiring and dispatching EFFs for incidents impacts the limited resources at the DNRC offices that sponsor the EFFs, limiting how many EFFs can be sponsored at any given time. Generally, EFF sponsorship is looked at as to whether it is a benefit to DNRC or the incident management organizations that DNRC supports. Trust and responsibility are critical criteria for all DNRC incident personnel in dealing with wildfire command structure, agency cooperators, local governments, and the public. DNRC is not obligated to provide an Incident Qualification Card (Red Card), hire, sign up, or mobilize personnel or equipment. DNRC will determine which (if any) personnel or equipment will be carried and mobilized.

An EFF must be 18 years or older *at the time of hire* to participate in any type of fire line activity. Those between 16-17 years old may participate in camp duties.

DNRC does NOT use the same Administratively Determined (AD) pay plan rates as federal agencies when hiring casual firefighters. DNRC hires casuals (EFFs) as state employees using the EFF Pay Plan. EFF rates of pay are determined by the nature of the EFF work assigned. See the NRCG supplement to Chapter 10, Exhibit NR01, for the current pay plan.

When an EFF Class B-O works as a trainee, they shall be paid one EFF class below the fully qualified EFF class. For example: an engine boss (ENGB -EFF-F) as a trainee would be paid at the EFF-E class.

01.3-1 Entitlements

EFF employees are considered Short Term Workers and are not subject to the 90 working days threshold. EFF employees do not earn sick or annual leave and are not required to participate in the state retirement plan (Public Employees' Retirement System [PERS]). However, EFFs who are currently participating in a PERS state retirement plan through other current or previous employment must participate in the retirement plan. Questions should be directed to the DNRC Payroll Office (406) 444-5735 or the responsible hiring Land Office.

DNRC employees, including EFFs, are covered under the provisions of the State of Montana Workers' Compensation Insurance Program (known as Montana State Compensation Insurance Fund or Montana State Fund).

DNRC employees, including EFFs, have state and federal withholding taxes deducted from gross earnings, and state unemployment insurance is paid by the State of Montana. Federal Social Security (FICA) taxes are not deducted from EFF earnings.

DNRC employees, including EFFs, do NOT receive hazard pay or any other form of differential, except overtime. EFFs receive the base rate for the first eight (8) hours of work per calendar day, and 1.5 times the base rate for all approved time worked beyond eight (8) hours per calendar day and for all hours worked beyond the 40-hour base in the work week. Other state employees receive 1.5 times the base rate for all hours worked beyond the 40-hour base in the work week. Overtime will not be calculated at the incident, but will be figured when the Emergency Firefighter Time Reports (OF-288's) are processed by Payroll.

DNRC employees, including EFFs, may occasionally be in situations where meals or lodging may need to be paid out-of-pocket when in travel status or when meals at fire camp are not available. Reimbursement for such expenses will be in accordance with the Travel and Reimbursement Policies, State Per Diem rates, and the DNRC Fire Meal Policy, regardless of the location of the incident.

For current travel reimbursement policies and state per diem rates for travel, see the following web site: http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/forms-and-information or http://sfsd.mt.gov/SAB/EmployeeTravel.

During a declared *State of Emergency,* non-DNRC employees, with the exception of rostered IMT members, shall be mobilized through the *Department of Emergency Services* (DES).

Telephones and cell phones provided by the State of Montana are for the conduct of state business only. Personal long-distance calls may not be made from or charged to state telephones.

01.3-2 Meal Periods

The guidelines of Chapter 10 of the IIBMH conflict with Montana Law and the Fair Labor Standards Act (FLSA); therefore, the following shall apply to DNRC employees, including EFFs:

DNRC employees are to be paid for meal breaks when in a fire suppression mode (on the fireline) unless they are **completely relieved** of duty during the break. Fire camp duty, traveling to and from the fireline, or any other duty that is not actual work on the fireline, will not be paid for meal breaks, as long as the employee is **completely relieved** of duty during the break. If personnel cannot be completely relieved of duty, the supervisor must document why the personnel was required to continue in a work status during a scheduled meal period. This documentation shall be part of the incident record but does not need to be forwarded to the person's home unit.

Equipment will remain in paid status during meal periods, where people are required to show a meal break when they are relieved of duty.

01.3-3 Work/Rest, Length of Assignment, and Days Off

DNRC subscribes to the guidelines for work/rest, length of assignment, and days off as outlined in Chapter 10 of the IIBMH. It is the responsibility of the Incident Commander (IC) to provide days off during an incident assignment if it is deemed advisable.

DNRC employees may be entitled to one compensated R&R day after a consecutive 14 day assignment per the Work/Rest and Work-Length Policy. This policy can be found on the DNRC Employee web site at: https://portal.dnrc.mt.gov/policies

01.3-4 Payroll

DNRC payroll occurs every other week throughout the year. Copies of payment documents for permanent and seasonal employees should be transmitted to home units in order to meet payroll deadline dates. Pay period ending dates for 2018 are: 1/05, 1/19, 2/02, 2/16, 3/2, 3/16, 3/30, 4/13, 4/27, 5/11, 5/25, 6/8, 6/22, 7/06, 7/20, 8/03, 8/17, 8/31, 9/14, 9/28, 10/12, 10/26, 11/9, 11/23, 12/07 and 12/21. It is the responsibility of each employee to ensure that their payroll documents are transmitted to their home unit.

EFF employees are normally paid upon completion of the fire assignment via direct deposit if elected or by check mailed to the address shown on the W-4. Payment is made directly from the completed Emergency Firefighter Time Report, (OF-288). At the time of demobilization from an incident, the completed original OF-288 and signed Crew Time Reports (CTR's) MUST be transferred to the responsible Land Office or DNRC Unit Office for processing, preferably by hand with the demobing resource. On long duration incidents consideration should be given to biweekly transmission of EFF payroll documents; however, this must be prearranged with the responsible Area Land or Unit Office.

01.3-5 Hiring Documents

The following documents must be completed by the EFF using their legal name as shown on their Social Security card and a copy kept on file at the responsible Land Office/Unit Office for each EFF employee hired. The original forms are to be sent to the payroll department upon hiring.

These forms are available from DNRC Unit Offices, Land Offices, and on-line at: http://dnrc.mt.gov/divisions/directors-office/human-resources/eff-hiring-documents.

1) EFF Hiring Packet Forms and Policies check list – must include the DNRC contact name on the form.
2) Emergency Firefighter Employment Form
3) W4 – Employee Withholding Allowance Certificate
4) Decedent's Warrant - Must be fully completed, including social security numbers and dates of birth.
5) Employment Eligibility Verification (IRCA Form I-9) - Photo copies of documents used for verification should not be kept unless held in a secured location.
6) Public Employees' Retirement System (PERS) Optional Membership Election - The ORIGINAL copy must be submitted for processing.
    a. Public Employees' Retirement System Membership/Designation of Beneficiary Card- This form is only required if the EFF elects to be a member of PERS on the Membership Election form above.
    b. PERS Information Acknowledgement Form
7) Statement of Selective Service Registration Status
8) Confirmation of Receipt of DNRC Policies by EFFs
9) SSA-1945 Statement concerning your employment in a job not covered by Social Security
10) Incident Behavior Form
11) EFF Employment Conditions Acknowledgement
12) Certification for LGFF Equipment and Operators (page 2) being the *Incident Rental Agreement* (MT DNRC IRA)
    a. Chief's Certification is required when an Incident Qualification Card is unavailable and the fire chief is attesting to individual knowledge, skills and abilities for training, and type and class of equipment operated and is not a hiring document.

01.3-6 Payment Document Requirements

Equipment (Original pink copies for the payment office, blue copies for the file. NOTE: e-ISuite copies will all be white.)

1) Emergency Equipment Use Invoice (OF-286)
   a) Fuel/Oil Tickets (OF-304)
   b) Shift Tickets (OF-297) or the combined Emergency Personnel & Equipment Shift Ticket (DNRC297)
2) Emergency Equipment Rental Agreement (EERA), (OF-294) **OR** MT DNRC Incident Rental Agreement (IRA), if applicable
3) Certification for LGFF Equipment and Operators, if applicable
4) Inspection Form (pre/post) if available (OF-296)
5) Resource Order
6) Invoice, if required for the hiring option

Emergency Firefighter (white copies for the payment office. NOTE: e-ISuite copies will all be white.)

1) Emergency Firefighter Time Report (OF-288)
   a) Crew Time Reports (SF-261) or the combined Emergency Personnel & Equipment Shift Ticket (DNRC297)
2) Resource Order
3) Certification for LGFF Equipment and Operators, if applicable

Emergency Firefighter Time Reports, Crew Time Reports, Emergency Equipment Shift Tickets, and supporting documentation will be filled out, a copy retained at the incident, and the **signed original packet returned with the designated representative** when demobed. This designated representative would normally be the Engine Boss, Strike Team Leader, Crew Boss, or single resource. Any questions should be directed to the local DNRC Land or Unit office. Packets should be submitted to DNRC within one month of the demob date.

01.3-7 Compensation for Injury/Illness

Compliance with Montana State Fund instructions pertaining to physicians and facilities to be used is the responsibility of the Finance/Administration Section Chief (FSC) or Incident Commander (IC).

The injured Montana State employee, or a person acting on behalf of the injured employee, is responsible for reporting the injury to the immediate supervisor. The immediate supervisor is responsible for the preparation of the *First Report of Injury (FROI)* form. Fax or email the FROI to the DNRC Safety Officer (Paige Tabor) **within 24 hours** of notification or knowledge of a work-related injury. **Leave the SSN blank for security purposes.** The Safety Officer or HR Specialist can look up the SSN in SABHRS and then file with Montana State Fund. This form is available in Northern Rockies Region Finance Kits, from DNRC offices or on-line at http://www.montanastatefund.com under Employer, Report an Injury.

The Finance Section is responsible for transmitting the FROI. Faxing or e-mailing a copy to ptabor@mt.gov or fax to 1-406-444-1357 (Attention: DNRC Safety Officer) is the preferred method of transmitting the completed First Report. The DNRC Safety Officer will ensure the report is completed correctly, and then

forward it on to Montana State Fund. The report should be submitted as soon as the information is obtained. Note the date and time of transmittal (faxing) on the completed FROI and include the signed original with the employee's payroll documents for return to the home unit. The form should be filled out as completely as possible. If the form is not available or cannot be transmitted within six (6) days, call the DNRC Safety Officer at 406-444-2079 or cell 406-437-2746, to initiate the First Report verbally. Additional information can be found in the NRCG Supplement to Chapter 10.

*Note: When the Safety Officer or the HR Specialist files the FROI with State Fund, this acts as the employer's signature. State Fund then mails a hard copy to the injured worker to sign and return to State Fund. Neither the supervisor on scene nor the employee must sign the FROI at the time it is filed if doing so is not convenient.

The Montana State Fund does not cover on behalf of DNRC, those operators of equipment hired "fully operated," other government agency employees, or LGFF who qualify and choose to use their own payroll. Generally speaking, any cooperator who is not hired as an EFF is not covered. DNRC's responsibility, in such cases, is limited to arranging for prompt emergency or other medical treatment if necessary. The attending physician must be advised that the private individual(s) involved have their own Workers' Compensation coverage.

All employees who require medical care beyond what can be provided at the camp must be handled through the appropriate employees' workers' compensation insurance. For State of Montana employees including regular employees, seasonals, and EFFs, the claims will be handled through Montana State Fund.

Each Land/Unit office or host agency office has at its discretion the ability to use APMC in a limited manner for minor injuries to return an employee to work status in a quick and efficient manner.

If medical care is not available at the fire or there is a minor injury that needs acute minor medical attention to return an employee to work, please contact the local Unit or Land office for approval for APMC. Please reference Chapter 10 of the *Interagency Incident Business Management Handbook* (IIBMH) APMC guidelines.

NOTE: IN NO SITUATION SHALL CARE BE DELAYED!

Assistance with claims for compensation for work related injury or occupational disease may be obtained by contacting Paige Tabor, DNRC Safety Officer. If the DNRC Safety Officer is not available, assistance with claims may be obtained by contacting DNRC HR Specialists, Carol Nelson at (406) 444-0513, or Kelly Bishop at (406) 444-6673. If no contact can be made to the above-mentioned people, please contact the local DNRC Area Land or Unit office.

01.4 PRIVATE FIRE SUPPRESSION RESOURCES – EMERGENCY EQUIPMENT RENTAL

01.4-1 Preferred Hiring Method

In the course of wildland fire suppression, DNRC offices may utilize any fire resource to aid in the suppression of any fire on lands protected by the State of Montana. This includes, but is not limited to the use of any resource from the following sources: DNRC, other States and Federal agencies, LGFF, and private contract resources including competed solicitation resources and local EERAs. DNRC will order and utilize resources from the best, closest, and most logical source as determined on the basis of urgency (date and time needed), availability, delivery time, reasonable cost, and operational impact on the agency and

incident. This allows DNRC to select resources that will allow the fastest, most effective, and of most importance safe suppression of fires occurring on state protection.

01.4-2 During Incident Sign-up

In the event equipment does not have a pre-existing agreement, procedures in the IIBMH and the NRCG supplements to Chapter 20 and 50 of the IIBMH must be followed. On state fires, agreements initiated by DNRC personnel do not have to be co-signed by Contracting Officers or Procurement Unit Leaders working for a federal agency. All DNRC personnel who sign on any DNRC agreements must be on the authorized Signers List.

The preferred method of hire for equipment covered under the competitively solicited process where the contractor did not participate is an EERA which should show that the agreement is applicable only for the duration of the single incident and will not be eligible for interagency dispatch.

If it is deemed in the best interest of the DNRC, an EERA can be executed for a longer period of time.

01.5 LOCAL GOVERNMENT FIRE FORCES (LGFF)

The term Local Government Fire Forces (LGFF) in this document refers to:

a. Local Government:

A local government is a county, municipality, city, town, township, public authority, school district, special district, intrastate district, council of governments, regional or interstate government entity, or agency or instrumentality of a local government; any Indian tribal government or authorized tribal organization; and any rural community, unincorporated town or village, or other public entity. A private volunteer fire group, subscription fee for fire service organization/business or other organization which has not been organized and funded as per Title 7, Chapter 33, MCA is not considered a local government fire force for the purposes of this document.

b. Local Government Fire Forces:

1) County or municipal (e.g. town or city) equipment and personnel,
2) volunteer and paid personnel from Local Government Fire Forces, and
3) County and fire services organization equipment and apparatus.

c. Local Government Fire Forces refers to any fire department (volunteer or paid), rural fire district, volunteer fire company, fire service area, or county rural fire department, organized and administered as per Montana State Law, Title 7 MCA and in this document interchangeable with the term Local Government Fire Forces.

NOTE: If an individual or group who is a member of a Local Government Fire Force contracts himself/herself or his/her privately owned/non-department owned equipment under a separate agreement, he/she is considered a private contractor and does not fall under any policy or rules pertaining to Local Government Fire Forces. Non-government owned equipment leased for the purpose of contracting out by a department to the system will, in most instances, be considered private contracting and, thus, not a part of the mobilization of local government fire forces. The

intent for the mobilization of Local Government Fire Forces is for the equipment to be owned, licensed, operated, insured, and staffed by the Local Government Fire Force mobilized.

01.5-1 General Information

The guidelines in this document apply when Local Government Fire Forces (Rural Fire Districts, Fire Service Areas, Volunteer Fire Companies, and Municipal City Fire Departments) are hired for use by NRCG agencies. Hiring practices for other municipal city, county and state resources are also addressed in this section. Detailed equipment and personnel standards, mobilization and dispatch procedures are included in the NRCG Mobilization of Local Government Firefighting Resources Guide. The document may be found on-line under Mobilization Guides at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides.

In accordance with the Master Cooperative Fire Management Agreement signed by the U.S. Forest Service, Bureau of Land Management, Park Service, Bureau of Indian Affairs, Fish and Wildlife Service, and the State of Montana, DNRC is designated as the mobilization and payment agency for personnel and equipment obtained from LGFF when dispatched in circumstances other than local initial attack under mutual aid agreements. LGFF equipment and personnel costs will be paid by DNRC, which, in turn, will bill the responsible cooperator agency when applicable. Said resources shall be considered agents of the State. DNRC is under no obligation to sign up, mobilize, dispatch, or sponsor any particular local government person or fire entity and does so only to meet the needs of the wildland fire system. The intent for mobilization is to meet incident needs and is not intended to provide an ongoing "business" for any entity. DNRC will determine who, what, and under what circumstances it will mobilize LGFF personnel or equipment.

Procurement of equipment and personnel from LGFF will follow the procedures established by the State of Montana DNRC Fire & Aviation Management Bureau and local Land or Unit offices. All rates and responsibilities have been established between the State of Montana and representatives of the LGFF. For current rates refer to Section 01.4-5 Local Government Fire Force Equipment. Renegotiation of rates and responsibilities shall not happen at emergency incidents. If there are compelling reasons for renegotiation, the responsible Land or Unit office must be involved in the negotiations and it must be documented on the payment cover sheet. Normally, LGFF apparatus, equipment, and personnel will be signed up prior to the incident by the local DNRC Area Land or Unit office. If it is necessary to sign up equipment at the incident, contact the responsible Land or Unit office.

LGFF BILLING PROCESS: Billing packages submitted by LGFF departments, for LGFF equipment or personnel, must be received at the appropriate DNRC Area or Unit office no later than 90 days after demobilization from the incident of those same resources. Billing packages received after 90 days will be rejected unless prior arrangements have been made with the DNRC Area or Unit office.

NOTE: DNRC is not authorized to make payments directly to local government fire service organizations. Per Montana Code Annotated (MCA 17-8-311), "All payments made by a state agency to any city, town, county, or local government entity must be payable to the Finance Officer of the appropriate city, town, or county."

Mutual Aid - Mutual Aid resources may be converted to paid status after the initial response if the Land/Unit office deems it in the best interest of the State to do so. Mutual aid will not be paid without Land/Unit office approval. Mutual aid responses will be paid according to the requesting jurisdictions' Annual Operating Plan (AOP). In absence of an AOP, a standard of eight (8) hours mutual aid is in effect. It

is the **responsibility** of the resource to contact the IC and request to remain on the fire. The ultimate decision for that resource remaining on the fire is contingent on the needs of operations and approval by the IC and local Land or Unit office. If the resource remains on the fire beyond the mutual aid period without going through the IC approval and sign up process, the resource will not be paid. The following conditions and criteria must be met to be placed in pay status:

- IC and DNRC Land/Unit or federal agency approval
- Equipment and personnel must meet agency standards put forth in this supplement
- Have a resource order or initial attack justification
- Be inspected or have signed the "No Damages/No Claims" statement of the OF-286 upon demob
- If a pre-season rental agreement is not currently in place, the LGFF should contact the local Land or Unit office to create an Incident Rental Agreement.

If these criteria are met, the resource may be paid back to the first hour of mutual aid request. It is the responsibility of the LGFF to ensure that these criteria are met. If any of the criteria are not met any time will be considered donated mutual aid time.

All LGFF shift tickets and other appropriate documentation should be filled out from the time of dispatch regardless of pay status to facilitate conversion to pay status when applicable.

Crew Swap/Crew Change Out - Travel expenses and travel time incurred swapping out LGFF crews is compensable at the end of a crews' tour of duty (i.e. at the end of a 14-day assignment) if the resource (i.e. engine) is extended and there is a need to re-crew the equipment. Travel expenses and travel time for crew swaps that occur within the tour of duty to meet LGFF department staffing needs are done so at the cost of such departments. Travel expenses and travel time incurred for replacement of an individual due to an emergency demobilization may be compensable, depending upon the circumstance, and is at the discretion of the agency Line Officer or Agency Administrator.

01.5-2 Within Local Government Fire Force Legal Jurisdiction

To qualify for payment within its legal jurisdiction, not including severity; the local government force must be fully committed (the situation has surpassed the jurisdiction's capabilities and all firefighting resources have been exhausted), have exercised all mutual aid resources possible, and have been granted a DNRC county assist. The criteria for fully committed and commitment of mutual aid resources will vary by county, by time frame, resource availability, activity level, and jurisdictional commitment and is to be determined by the local DNRC Area/Unit office involved.

When LGFF resources are dispatched to an incident within their legal jurisdiction, rostered volunteer **LGFF personnel** may be hired as EFFs and paid for their time commencing 24 hours after the first initial attack resources are dispatched, unless otherwise designated in the local Annual Operating Plan (AOP), beginning with the time of dispatch from the respective dispatching center. Rostered department members, as listed on the annual roster to the County Clerk and Recorder or Secretary of State, means firefighters who are readily available to that Department to respond to incidents within its own jurisdiction on a daily basis. Mobilization, including continued mobilization for hire is subject to DNRC approval, since DNRC carries the expense of every mobilization.

Personnel certifications and qualifications will be in accordance with NWCG 310-1 established minimums or the equivalents with the knowledge, skills, and abilities to perform at the LGFF certified position. NWCG 310-1 information can be found at http://www.nwcg.gov/publications/nims-wildland-fire-qualifications-system-guide. The national direction is for agencies to accept each other's standards. In some circumstances, the Chief Officer of the LGFF can certify that provided resources have the knowledge, skills, and ability to perform at those same levels. The Incident Commander will determine the priority of demobilization of resources subject to direction of the appropriate Line Officer(s).

EFF rates of pay are determined by the ICS position or nature of the EFF work assigned. See the NRCG Supplement to Chapter 10, Exhibit NR1, for the current Pay Plan. Hiring documentation for LGFF personnel is the same as for other DNRC EFF personnel. See Section 01.3-5 for information on hiring documentation for DNRC EFFs. Ideally, these documents should be completed preseason and copies kept on file at the hiring DNRC Area Land or Unit office.

LGFF personnel are responsible for completing the Crew Time Report (SF-261) and the Emergency Equipment Shift Ticket (OF-297) or the combined Emergency Personnel & Equipment Shift Ticket (DNRC297). These documents will be turned into the DNRC Area or Unit office, or IMT Finance Section. The office or Finance Section will post and complete the Emergency Firefighter Time Report (OF-288) and Emergency Equipment Use Invoice (OF-286) for payment.

LGFF equipment will not be hired when the incident occurs within its legal jurisdiction, but approved operating supplies (fuel, oil, and foam) may be covered beginning 24 hours after the initial attack resources are dispatched. Repairs and normal maintenance will be the LGFF's responsibility.

In areas of DNRC Direct Protection with overlapping jurisdiction, the LGFF may be reimbursed for their expenses, as needed, and/or hired within the first 24 hours on an incident, if specifically provided for in the AOP, Initial Attack Agreement (IA), Mutual Aid Agreement (MAA) or other formal contract.

Severity: LGFF resources (personnel and equipment) may be hired to bolster DNRC capabilities for pre-suppression severity (as per rates listed in this supplement), providing these resources are under the control of DNRC and are performing DNRC's mission. These resources may be released to respond to incidents that are the responsibility of the LGFF. DNRC may move-up resources or preposition with other available resources and has no responsibility to rehire the LGFF.

Pre-suppression severity may be approved when the planning level requires a measured increase of the available resources required to respond in a timely manner to avert loss to life and natural resources. LGFF's may be hired for pre-suppression severity within their jurisdiction when the LGFF is clearly performing DNRC's mission.

Hiring the appropriate number of LGFF personnel (EFFs) to staff a fire station to be prepared to respond to a wildland fire incident that is within DNRC's jurisdictional responsibility (PL 4 or 5) is an option. The LGFF personnel will be in pay status for the duration of the period they are performing DNRC assigned duties. The apparatus must have a pre-existing *Incident Rental Agreement* (MT DNRC-IRA) and will be reimbursed at the rates listed in this supplement. The apparatus will only be in a pay status when actually in use. In this scenario, these individuals may be available to respond to incidents other than wildland fires that are within the LGFF's responsibility, providing that the LGFF and DNRC have agreed on a plan that clearly outlines items such as notification, move-up of resources or preposition, and ensures the individuals are removed from pay status for the duration of these types of incidents.

01.5-3 Possible Hiring Methods

LGFF resources may be hired in **one or more of the following options**. Each option requires a separate agreement. Upon approval by the local Land/Unit office, one piece of equipment may be hired on more than one Montana DNRC Incident Rental Agreement (MT DNRC-IRA) if the LGFF wishes it to be available on both an un-operated and fully-operated basis. Procurement officials on incidents should consult the hiring DNRC Area Land or Unit office for more information regarding specific agreements. See MT DNRC General Information listed above, Section 01.1.

In order for LGFF to be eligible to accept assignments outside the Northern Rockies Geographic Area, LGFF equipment and personnel must be hired as Fully Operated (Option No. 2) or under a separate cooperative agreement (Option No. 3), and be operated by LGFF employees, not EFFs. LGFF personnel may be hired as an EFF and accept an out-of-region assignment as a Single Resource (refer to Section 01.5-4 for more information).

Hiring Options

Option 1: UN-OPERATED – Under this method, LGFF personnel will be hired as EFFs, temporary employees of the State of Montana, and the equipment will be hired on a MT DNRC-IRA at the un-operated rate as listed in this supplement.

Rental agreements for LGFF engines and water tenders hired un-operated under this option, are not valid outside the Northern Rockies Geographic Area.

Travel and per diem costs will be reimbursed according to the Montana DNRC travel policies. If requesting reimbursement at DNRC Fire Meal rates, receipts are required.

Option 2: FULLY OPERATED – Under this method, LGFF personnel are not hired as EFFs, they remain LGFF employees; the personnel and equipment are paid at fully-operated rates as listed in this supplement, Section 01.5-5. LGFF equipment hired fully operated are responsible for their own payroll costs, including taxes and workers' compensation insurance, as required under state law.

All LGFF personnel who are mobilized under this hiring option MUST be officially rostered volunteers or employees of the fire department they are hired with to be placed into pay status. As part of being on that roster, the personnel must have either an Incident Qualification Card or be on the Chiefs Certification for that department.

All LGFF personnel who are mobilized under this hiring option from a department other than his/her primary department MUST be employed by that department, or be on the secondary department's official roster, and have an Incident Qualification Card, or be on each department's Chief Certification.

Travel and per diem costs associated with LGFF resources responding to/from an incident will be paid according to Chapter 10 guidelines and reimbursed according to the policies of the LGFF payroll entity. All LGFF expenses must be paid through the employing LGFF agency and submitted to DNRC for reimbursement with the agency invoice. Per diem will be reimbursed at established rates detailed in the LGFF department Travel Policy. In the absence of an established LGFF Travel Policy, reimbursement will be made according to current State of Montana per diem rates. If requesting reimbursement at DNRC Fire Meal rates, receipts are required.

LGFF equipment hired on a fully-operated basis is eligible to accept assignments outside of the Northern Rockies Geographic Area. Any out of region assignment with a piece of equipment that is over 26,000 lbs. GVW will require an Interstate Commercial Driver's License (CDL) with all applicable endorsements. MT DNRC remains the mobilization and payment agency for LGFF resources on out-of-region assignments. Rates set forth in this supplement, Section 01.5-5, are based on NWCG typing standards. All staffing requirements meet NWCG standards. For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crew member with the written approval of the ordering entity and documented on a resource order. Add an additional $23.00 per hour to the Fully-Operated rate for the additional crew member.

Option 3: COOPERATIVE AGREEMENT- At the discretion of the local DNRC Area Land or Unit Office, an exception may occur when salaried or union fire departments or other municipal city or county government departments or divisions elect to provide their normal payroll and contract their services to DNRC. This is acceptable (with confirmation of Workers' Compensation coverage) and may be a more agreeable way of meeting the requirements of collective bargaining.

Under these circumstances, the LGFF is resource ordered through the National Dispatch System and considered an agent of the State. This may also include volunteer staff (non-career employees) for combination departments. If the LGFF chooses to include volunteers under Option 3, volunteers could be put into pay status and paid at the current EFF pay rate (detailed in the NRCG Supplement to Chapter 10, Exhibit NR1 of the NRCG Supplement to the IIBMH) plus benefits by the LGFF. The LGFF will bill DNRC travel and per diem expenses, normal payroll (hourly rates will not exceed normal rate of pay), including overtime, and if applicable, the un-operated rate for the equipment, per the Cooperative Agreement executed between the DNRC Land or Unit office and the fiscal authority for the LGFF. LGFF backfill and administration costs will not be reimbursed. This Cooperative Agreement provides acceptance by both parties of the IIBMH and NRCG supplements. Questions regarding this agreement should be directed to the hiring Land or Unit office.

Prior to mobilization, the LGFF will provide DNRC with normal and overtime billing rates (including benefits) of all employee(s) being mobilized. This information is required. The LGFF may utilize the "Option 3 – LGFF Cooperative Agreement Personnel Billing Rate Form," which is located on the DNRC Fire Business website at: http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/local-government-fire-forces under the LGFF Forms section, **or** may provide this information on department letterhead. The LGFF billing rates, in either format, will be attached to the current LGFF Cooperative Agreement and signed by an LGFF representative and an authorized representative from the DNRC Unit or Land office.

All LGFF personnel who are mobilized under this hiring option MUST be officially rostered volunteers or employees of the fire department they are hired with to be placed into pay status. As part of being on that roster, the personnel must have either an Incident Qualification Card or be on the Chiefs Certification for that department.

All LGFF personnel who are mobilized under this hiring option from a department other than his/her primary department MUST be employed by that department, or be on the secondary department's official roster, and have an Incident Qualification Card, or be on each department's Chief Certification.

Travel and per diem costs associated with LGFF resources responding to/from an incident will be paid according to Chapter 10 guidelines and reimbursed according to the policies of the LGFF payroll entity. All

LGFF expenses must be paid through the LGFF employing agency and submitted to DNRC for reimbursement with the agency invoice. Per diem will be reimbursed at established rates detailed in the LGFF department Travel Policy. In the absence of an established LGFF Travel Policy, reimbursement will be made according to current State of Montana per diem rates. If requesting reimbursement at DNRC Fire Meal rates, receipts are required.

Chief certification qualifications (see Section 01.5-4) are only valid when mobilized with a current Incident Rental Agreement. Individual resources may have qualifications above and beyond qualifications listed on Option 3 – Chief's Certification Form (i.e. Incident Qualification Card).

LGFF equipment hired under Option 3 is eligible to accept assignments outside of the Northern Rockies Geographic Area. MT DNRC remains the mobilization and payment agency for MT LGFF on out-of-region assignments.

Resource Orders - E numbers are to be issued for equipment, and the personnel staffing that equipment will be rostered under the same E number. O numbers are to be issued for Overhead and Single Resources assigned to an incident. (O numbers are not to be issued for personnel listed on the equipment). An E number may be issued for a support vehicle for an overhead or single resource on an incident; or the resource order may simply note "with vehicle".

Backfill Costs - LGFF backfill and administration costs will NOT be reimbursed.

Double Shift - There will be no compensation for a double shift unless a separate operator(s) and or crew(s) is/are ordered in writing for the second shift. Double shift (DS) equipment is normally staffed with two operators or crews (one per shift) and must be ordered and documented on a resource order. If a resource order is not issued, detailed written documentation must be provided by the incident supervisor of the operators or crew. A normal shift is 12 to 16 hours long. The DS rate will apply to any calendar day the DS was under hire. The appropriate double shift rate can be found in the matrix located in Section 1.5-5. The double shift rate covers the number of persons contained in the specification table for the applicable piece of equipment (i.e. T6 engine [2 people], T3 engine [3 people]). The provision that is listed for an additional person at the rate of $23.00/hr. does not apply to the DS rate unless an extra person is ordered above the required persons to operate the equipment.

Travel for the LGFF crew(s) is only valid on the first and last day of the double shift. No additional travel will be paid for the interim days and crews are expected to stay in camp. If crews decide not to stay in camp, permission from the IC is required to leave camp and any travel time, travel expenses, and fuel used is not compensable. Any lodging costs are also not covered in this situation. Additional crew change out is the responsibility of the LGFF.

NOTE: DOUBLE-SHIFTING IS NOT THE PREFERRED METHOD OF HIRING AND SHOULD ONLY BE USED WHEN THE NEED IS IMMEDIATE OR THE RESOURCES ARE LIMITED.

Under all LGFF options listed, all original paperwork (OF-288's, OF-286's, DNRC297, Shift Tickets, CTR's) generated at the incident will be retained by the LGFF resource for submission to the MT DNRC for payment.

Other Municipal City or County Government Agencies: Resources from other Municipal City or County Departments or Divisions may occasionally be ordered through the National Dispatch System and hired by DNRC. Preferred hiring method is fully operated at the LGFF rates listed in this supplement, Section 01.5-5.

If equipment is hired un-operated, the operator may be hired as a state EFF at applicable rates as listed in the EFF Pay Plan in the NRCG Supplement to Chapter 10. If a Cooperative Agreement has been executed between the DNRC Land or Unit office, and the fiscal authority for the LGFF, the Municipal City or County Government Agency will bill DNRC normal payroll, including overtime, for permanent employees, and if applicable, the un-operated rate for the equipment, per the Cooperative Agreement. **Backfill costs will not be reimbursed**.

Resources from other Municipal City or County Departments or Divisions shall meet the appropriate equipment and personnel standards. In emergency circumstances, operators who do not meet the appropriate standards may only remain on the fire if escorted by qualified line personnel.

NOTE: FOR ALL PERSONNEL IN PAY STATUS, AN INCIDENT QUALIFICATION CARD OR LGFF CHIEF'S CERTIFICATION FORM MUST BE IN PLACE WHETHER THEY ARE IN OR OUT OF JURISDICTION FOR PAYMENT.

01.5-4 Local Government Fire Force (LGFF) Personnel

LGFF personnel must be 18 years or older *at time of hire* to participate in any type of fire line activity. Those between 16-17 years old may participate in camp duties.

NOTE: All LGFF personnel who are mobilized under Option 2 or 3, MUST be officially rostered volunteers or employees of the fire department they are hired with to be placed into pay status. As part of being on that roster, the personnel must have either an Incident Qualification Card or be on the Chiefs Certification for that department.

NOTE: All LGFF personnel who are mobilized (under Option 2 or 3) from a department other than his/her primary department MUST be employed by that department, or be on the secondary department's official roster, and have an Incident Qualification Card, or be on each department's Chief Certification.

Under the "Un-operated hiring method as detailed in Option 1, in Section 01.5-3, LGFF personnel are hired as state EFFs. Hiring documentation for LGFF personnel is the same as for other DNRC EFF personnel; see Section 01.3-5. These documents are normally completed preseason and copies are kept on file at the hiring DNRC Area Land or Unit office. The certifications and qualifications are in accordance with NWCG Wildland Fire Qualifications System Guide (PMS 310-1), as shown on the following charts. Personnel certified by a LGFF Chief on the Montana DNRC Chief's Certification form must meet agency standards for training or equivalents with the knowledge, skills, and abilities for the position. The local Land or Unit office has the option to inspect training records for any LGFF personnel converted into pay status. DNRC may, at its discretion, inspect training records for any firefighter hired.

DNRC will not issue Incident Qualification Cards to LGFF personnel below the level of Strike Team/Task Force Leader or Unit Leader positions. **The chief officer of each Local Government Fire Force is responsible for certifying that local government firefighters meet NWCG, NRCG, NFPA, NIMS, or appropriate standards for the positions in which they are operating. Chief Certifications are intended for rostered department members for which that Chief is responsible.** Rostered department members, as listed on the annual roster to the County Clerk and Recorder or Secretary of State, is defined as firefighters who are readily available to that department to respond to incidents within its own jurisdiction on a daily basis. Mobilization, including continued mobilization for hire is subject to DNRC approval, since DNRC carries the expense of every mobilization.

NOTE: NRCG agencies may verify compliance at any time by checking qualification cards, Chief's Certifications, and/or training records for all local government firefighters they hire.

LGFF single resource personnel may be hired as EFFs or hired under Option 3 in Section 01.5-3 above, independent of LGFF equipment and be dispatched as single resources. EFFs may be hired to staff DNRC engines. These individuals may accept assignments in and out of region. EFFs may be assigned to any position which they have on their Incident Qualification Card to perform under NWCG 310-1 and within individual agency requirements.

During travel to an incident, single resource EFFs may operate passenger vehicles (i.e. pickups, sedans) belonging to a LGFF, a private individual, or DNRC. In the case of a LGFF or private passenger vehicle, if the vehicle is not specifically ordered on the resource order for use on the incident, it will be considered to be providing transportation to and from the incident only and all liability is assumed by the vehicle owner, and will be paid mileage according to the employing agency rates. Reimbursement for mileage must be requested through a DNRC or employing agency travel reimbursement voucher. All LGFF expenses must be paid through the employing agency and submitted to DNRC for reimbursement with the agency invoice.

If the vehicle (i.e. pickup truck) is **privately owned** and is ordered on a resource order for use on the incident, it must be hired on an EERA at the applicable un-operated rate per the NRCG Supplement to Chapter 20 and meet all equipment inspection standards and requirements.

If the vehicle (i.e. pickup truck or sedan) is **LGFF-owned** and is ordered on a resource order for use on the incident, it must be hired on an IRA at the applicable un-operated rate per Section 1.11-1 in this supplement.

For current personnel pay rates see the EFF Pay Plan in the NRCG Supplement to Chapter 10.

Pay rates for LGFF resources shall be determined first by the type of equipment ordered (Type 1 vs. Type 6), second by the duty position assigned within the crew of a particular piece of equipment, and third by qualification for the duty position assigned.

Drivers of LGFF equipment are recommended to possess a CDL and all drivers should have the knowledge, skills, and abilities for the type and class of equipment being operated. For any out-of-state incidents, equipment over 26,000 lbs. GVW requires an Interstate CDL with applicable endorsements. The chief officer of each LGFF is responsible for certifying that local government firefighters have the knowledge, skills, and abilities for the type and class of equipment operated, as referenced above and in the NRCG Mobilization of Local Government Firefighting Resources guide. Certification of drivers will be made using the "Chiefs Certification for Local Government Fire Forces" form.

This form is required for all equipment requiring a CDL and is available online at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/local-government-fire-forces

A copy of this certification shall be carried by LGFF personnel during incident assignments. No payment will be made for the equipment unless the driver is certified by the LGFF Chief Officer and listed on this form. Updated information may be added to the form as needed. The form will be kept on file at each local Land or Unit office.

Equipment ordered shall have the minimum number of personnel required as per NWCG standards. Each person shall be assigned a duty position for the incident dispatch and should be listed on the resource order. The following chart shows the minimum number of personnel and positions:

EFF CLASSIFICATION OF PERSONNEL ON ENGINES/WATER TENDERS

Type 1 Structure Engines	Type 2 Structure Engines	Type 3 - 7 Wildland Engines	Type 1-2 Tactical Water Tender	Type 1 - 3 Support Water Tender
1 Company Officer EFF-G	1 Company Officer EFF-G	1 Engine Boss EFF-F	1 Water Tender Driver Op/FFT1 EFF-E	1Water Tender Driver/Operator EFF-E
1 Driver/Operator EFF-E	1 Driver/Operator EFF-E	1 Firefighter or Advanced Firefighter EFF-C or EFF-D	1 Firefighter or Advanced Firefighter EFF-C or EFF-D	
2 Firefighters EFF-C or EFF-D	1 Firefighter EFF-C or EFF-D	* see note		

*Note: If a third person is requested for un-operated Types 4-7 engines it must be listed on the resource order, and the additional firefighter will be paid at either EFF-C or EFF-D, depending on qualifications.

LGFF STRUCTURAL ENGINE (TYPE 1-2)

Minimum Training Requirements

Position*	FFT2*	FFT1*	Driver/Operator*	Company Officer*
Required Training	I-100, L-180, S-130, S-190 Or Equivalent; And Certified as NFPA FF1**	Same as FFT2	Same as FFT2	Same as FFT2
	Annual Fireline Safety Refresher (RT-130) is required annually for each of these positions.			
Physical Fitness Work Capacity Test (WCT)	Light	Light	Light	Light
EFF Classification	EFF-C	EFF-D	EFF-E	EFF-G

* The Chief of the LGFF identifies which individuals fill which position.

**The MSU Fire Services Training School certificate for NFPA FF1 Training Standard 1001 meets this requirement; or the fire department chief can attest to the individual's ability to perform at the NFPA FF1 Training Standard 1001 Level by a Chief's Certification for Local Government Fire Forces Equipment and Operators form signed by the chief of the LGFF or an Incident Qualification Card.

LGFF WILDLAND ENGINE (TYPE 3-7) & TACTICAL WATER TENDER
Minimum Training Requirements

Position	FFT2 Firefighter	FFT1 Advanced Firefighter/Squad	ENGB Engine Boss	STEN Strike Team Leader Engine
Required Training	I-100, L180, S130, S190 or equivalent	S131, S133	S230, S290, I-200	S215, S330, I-300
	Annual Fireline Safety Refresher Training (RT-130) is required annually for each of these positions			
Other Training which supports development of knowledge and skills	None	S211, S212, S219	L280, S231, S219, S260, S270	L380
Prerequisite Experience	None	Satisfactory performance as FFT2 **and** Successful position performance as FFT1 on a wildland fire incident	Satisfactory performance as FFT1 **and** Successful position performance as ENGB on a wildland fire incident	Satisfactory performance as ENGB **and** Successful position performance as STEN on a wildland fire incident
Physical Fitness	Arduous	Arduous	Arduous	Moderate
Other position assignments that will maintain currency	None	ICT5	ICT4, CRWB, HEQB, FELB, FIRB	STCR, DIVS, SOFR, ICT3
	Any higher position assignment for which listed position is a prerequisite will maintain currency			
EFF Classification	EFF-C	EFF-D	EFF-F	EFF-H

LGFF WATER TENDER
Minimum Training Requirements

Position	Water Tender Type 1-3 Driver / Operator
Required Training	Basic Wildland Firefighting (includes S130, S190, or equivalent)
	Annual Fireline Safety Refresher Training (RT-130)
Physical Fitness	Light
EFF Classification	EFF-E

Additional personnel may be justified and approved by the local Land or Unit office for the operation of water tenders for departments that have a Standard Operating Procedure of two (2) operators for safety.

01.5-5 Local Government Fire Force (LGFF) Equipment

NOTE: LGFF equipment will remain in paid status during meal periods.

Severity: Severity rates for LGFF equipment will be paid at 50 percent of the established hourly rate while in non-fire status. LGFF equipment in travel status, to or from a Severity assignment, will be paid at 100 percent of the hourly rate. Travel time must be broken out on the shift ticket. If the resource is mobilized to an incident, the payment will revert to the full hourly suppression rate for the entire shift. See also Section 01.5-2, Severity.

While in Transport: When LGFF equipment is in transport status (via heavy transport, not being driven), equipment will be paid at 50 percent of the hourly rate regardless of the length, or time of transport.

Equipment Down for Maintenance: Operators of equipment that is out of service for maintenance are to remain in pay status for the remainder of the applicable shift.

Operating Supplies: LGFF equipment will be reimbursed for fuel and oil used to and from an incident and while assigned to a fire. Costs will be reimbursed with proper documentation (e.g. detailed receipt). Normal wear and tear (see IRA General Clauses) and normal maintenance usually will be the LGFF's responsibility. LGFF engines may be reimbursed normal maintenance expenses (e.g., oil changes, tires etc.) at the discretion of the DNRC Area Office if deemed appropriate, such as if equipment was used excessively on the incident above normal wear and tear or in lieu of paying the equipment (i.e., county co-op equipment). This must be approved by the DNRC office and will be reimbursed on actual costs expended and documented on a detailed receipt.

Replacement Equipment: Equipment off of an LGFF apparatus that are standard cache items used, and are damaged, destroyed, or left on the line can be replaced at the incident. Non-standard cache items may be replaced at the incident if the incident has a method of procurement. If no buying team or other method of procurement is available, LGFF personnel may obtain an S number (supply resource order) to purchase the item when they return to their home unit. The cost of the replacement item can then be billed back to the incident. All items for replacement are subject to host agency approval and appropriate documentation must accompany any claim for lost, damaged, or destroyed equipment.

Classification / Inspection of Equipment and Personnel: When classifying equipment, all of the requirements for both equipment and personnel set forth in this chapter must be met to be acceptable. Equipment lacking certification especially by not meeting the minimum requirements shall be used only when certified equipment is unavailable. Personnel not meeting the minimum requirements shall not be used.

NOTE: All Type 1 and Type 2 Structure Engines must meet minimum NWCG Specifications set forth in this chapter AND the minimum NFPA requirements for the year in which it was manufactured.

Basic and advanced equipment and inspection workshops sponsored by the NRCG Equipment Committee cover the necessary safety systems, the mechanical soundness, compliance with transportation safety rules, laws and other codes. Compliance with applicable standards, rules, regulations, laws, and other codes is the responsibility of the LGFF.

Pre-season inspections are not required for in-state incidents. All LGFFs are still encouraged to have annual inspections and maintain all DOT requirements. A demob inspection or No Damage/No Claims statement

on the OF-286 must be signed for payment. For out-of-state incidents, an inspection prior to dispatch or at the time of dispatch is required. Contact the local Land or Unit office regarding obtaining an inspection.

LGFF ENGINE RATES

TYPE	Un-operated Hourly Rate	Fully-Operated Hourly Rate*	Fully-Operated Double Shift Hourly Rate	Minimum Number of personnel*
1	$123.00	$215.00	$355.00	4
2	$108.00	$177.00	$292.00	3
3	$88.00	$157.00	$259.00	3
4	$78.00	$124.00	$205.00	2
5	$69.00	$115.00	$190.00	2
6	$62.00	$108.00	$178.00	2
7	$52.00	$98.00	$162.00	2

*For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crewmember with the approval of the host agency. For a fully-operated apparatus the additional personnel rate is $23.00/hr and is added to the Fully-Operated rate.

Hybrid Engines - "Hybrid" means - engines in which a county owns the chassis and the State of Montana DNRC has provided the fire package, including the pump package.

IN NR GEOGRAPHIC AREA - The rates for a Hybrid Engine are 67 percent of the applicable un-operated rate in the table shown above.

OUT OF THE NORTHERN ROCKIES – The rate shall be 100 percent if a department has a hybrid engine and they are eligible to be hired under Option 2 in 01.5-3 Possible Hiring Methods as Fully Operated, and take an out of the Northern Rockies geographic area assignment.

ENGINE STANDARDS FOR TYPE

MINIMUM STANDARDS - The following guide will assist in the typing of engines. When typing equipment, all standards must be met to qualify the equipment. Failure to meet any standard places the equipment in a lower type or disqualifies the equipment in its entirety.

NOTE: All Type 1 and Type 2 Structure Engines must meet minimum NWCG Specifications set forth in this chapter AND the minimum NFPA requirements for the year in which it was manufactured.

MINIMUM STANDARDS FOR TYPE

COMPONENTS	1*	2*	3	4	5	6	7
Pump Capacity ** GPM @ PSI	1000+ @ 150	500 @ 150	150 @ 250	50 @ 100	50 @ 100	50 @ 100	10 @ 100
Tank Capacity (Gallons) Minimum/Maximum	300/ None	300/ None	500/ None	750/ None	400/ 750	150/ 400	50/ 200
Hose, 2½ inches (feet)	1,200	1,000					
Hose, 1½ inch (feet)	500	500	1000	300	300	300	
Hose, 1 inch (feet)	-0-	-0-	500	300	300	300	200
Ladder (feet)	***48'	***48'					
Pump and roll	-	-	Yes	Yes	Yes	Yes	Yes
Maximum GVWR (lbs)	-	-	-	-	26,000	19,500	14,000
Master Stream (GPM)	500						
Personnel (minimum number)	4	3	3	2****	2****	2****	2****

* Type 1 and 2 Structural Engines must also meet minimum specifications of NFPA for the year in which they were manufactured.

** All pumps shall have pressure gauges that meet the minimum pump pressure rating.

*** This includes a 24-foot extension ladder, 14-foot roof ladder, and 10-foot attic ladder for a total of 48 feet of ladder.

**** For fully-operated engines, each formally ordered additional crew member, the Fully Operated rate is increased by a rate of $23.00/hr. This must be approved by the host agency and ordered through the resource ordering process.

NOTE: Engines specifically designed for on-road and structure work may not be signed up as wildland engines.

Foam Units: No compensation will be given for foam units; however, foam used during the incident may be replaced or compensated as part of operating supplies.

MINIMUM REQUIRED COMPLEMENT FOR ENGINES

- 2 gated wyes, 1½ inches National Hose (NH) threads
- 4 reducers, 1½ inches NH female to 1 inch National Pipe Straight Hose (NPSH) male
- 2 nozzles, combination fog/straight stream, 1 inch NPSH female
- 2 nozzles, combination fog/straight stream, 1½ inch NH female
- 20 feet, suction hose with strainer or screened foot valve
- 2 shovels, size 0
- 2 Pulaski
- 1 spanner wrench, combination 1 inch to 1½ inches
- 1 adapters 1 inch NH female to 1 inch NPSH male
- 1 adapters 1 inch NPSH female to 1 inch NH male
- 2 increasers 1 inch NPSH female to 1½ inches NH male
- 1 double male 1½ inches NH threads
- 1 double female 1½ inches NH threads
- 1 fire hose clamp
- 1 first aid kit (five person)
- 1 set of three (3) reflectors
- 1 fire extinguisher (5BC or better)
- 1 set of wheel chocks
- 5 gallons (minimum), fuel to operate pump for 12 hours
- 1 pump for water fill or have drafting capabilities
- 300 feet of ¾-inch synthetic garden hose – 50 foot sections
- 4 reducers, 1 inch NPSH to ¾ inch GH
- 2 adjustable nozzles ¾ inch
- 1 mop up wand ¾ inch receptor for hose
- 4 gated Wye ¾ inch
- 5 inline ball valves ¾ inch
- 1 1 inch gated Wye NPSH
- 1 1½ inch to 1 inch inline T or 1½ inch to 1 inch water thieve
- 2 ¾ inch ball valve shut-off

WATER TENDER CLASSIFICATIONS
Minimum Standards for Type

COMPONENTS	TYPE 1	TYPE 2	TYPE 3
Pump Capacity (GPM)	300	200	200
Tank Capacity (Gallons)	4,000 +	2,500	1,000
Off Load Capacity (GPM)	300	200	200
Maximum Refill Time (Minutes)	30	20	15
Personnel (Minimum Number)	1	1	1
Drafting Capability	Yes	Yes	Yes

MINIMUM REQUIRED COMPLEMENT FOR WATER TENDERS

- 1½ inch nozzle, NH-combination; fog/straight stream (plastic is acceptable)
- 1½ inch NH female to 1 inch NPSH male reducer
- 20 feet suction hose (minimum) with strainer or screened foot valve
- Shovel, size 0
- Pulaski
- Frame or Self Standing Portable water tank 1000-gallon minimum (Porta-Tank)
- Spanner wrench, combination, 1½-2½ inches
- Adjustable hydrant wrench
- 2 adapters, 1½ inches NPSH female to 1½ inches NH male
- 2 adapters, 1½ inches NH female to 1½ inches NPSH male
- 2 reducers, 2½ inches NH female to 1½ inches NH male
- 1 double male, 1½ inches NH
- 1 double female, 1½ inches NH
- 1 gated Wye, 1½ inches NH
- 1 Forestry hose clamp - 2½ inches
- 1 first aid kit (five person)
- Reflectors (1 set of 3)
- Fire extinguisher (5BC or better)

- Wheel chocks (meets industry standards for wheel chocks)
- Fuel to operate pump for 12 hours (minimum 5 gallons)
- 2 each, portable hand lights
- 100 feet of 1½ inches, cotton/synthetic hose, NH thread
- 50 feet of 2½ inches cotton/synthetic hose, NH thread
- Discharge outlets: 2 each 1½ inches NH thread
- Discharge outlet, 1 each 2½ inches NH thread
- Tire Tread Depth equal to DOT Standards

LGFF Water Tender Rates

TYPE	Un-operated Hourly rate	Fully-Operated Hourly rate	Fully-Operated Double Shift Hourly Rate	Number of Operators**
WT1	$120.00	$143.00	$236.00	1**
WT2	$106.00	$129.00	$213.00	1**
WT3	$86.00	$109.00	$180.00	1**

*** For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crewmember with the approval of the host agency. For fully-operated tenders, each formally ordered additional crew member, the fully-operated rate is increased by an hourly rate of $23.00/hr.*

TACTICAL WATER TENDER CLASSIFICATION
Minimum Standards for Type

COMPONENTS	TYPE 1	TYPE 2
Pump Capacity (GPM)	250	250
@ rated pressure (psi)	150	150
Tank Capacity (Gallons)	2,000 +	Minimum 1,000 Maximum 1,999
Hose mounted on live hose reel -3/4" I.D.	100	100
Pump and roll	Yes	Yes
Personnel (Minimum Number)	2**	2**
Foam Proportioner system	Yes	Yes

*** Each additional crew member for a fully-operated tactical tender, the rate is increased by a rate of $23.00/hr. This must be approved by the host agency and ordered through the resource process.*

MINIMUM REQUIRED COMPLEMENT FOR TACTICAL WATER TENDERS

- 1 – Live hose reel minimum 100 foot of 1 inch hose non-collapsible w ¾ inch inside diameter
- 1 – Handheld programmable radio
- 1 – Nozzles, combination fog/straight stream, 1 ½ inch NH female
- 2 – Shovels, size 0 or 1
- 2 – Pulaskis
- 1 – Spanner Wrench, combination 1 ½ inch to 2 ½ inch
- 1 – Adjustable Hydrant Wrench
- 2 – Adapters 1 ½ inch NPSH female to 1 ½ inch NH male
- 2 – Adapters 1 ½ inch NH female to 1 ½ inch NPSH male
- 2 – Reducers 2 ½ inch NH female to 1 ½ inch NH male
- 1 – Reducer, 1 ½ inch NH female to 1 inch NPSH male
- 1 – Double male 1 ½ inch NH
- 1 – Double female 1 ½ inch NH
- 1 – Gated Wye 1 ½ inch NH
- 1 – Fire Hose Clamp 2 ½ inch

- 300 feet – 1 ½ inch cotton/synthetic hose NH thread
- 100 feet – 2 ½ inch cotton/synthetic hose NH thread
- 10 – Fusees (fire starter)
- 2 – Line Gear (day pack)
- 20-foot Suction hose with strainer or screened foot valve
- 1 first aid kit (five person)
- Reflectors (1 set of 3)
- Fire extinguisher (5BC or better)
- Wheel chocks (meets industry standards for wheel chocks)
- Fuel to operate pump and engine for 12 hours (minimum 5 gallons)
- 2 each, portable hand lights
- Discharge outlets: 2 each 1½ inches NH thread
- Discharge outlet, 1 each 2½ inches NH thread
- Tire tread depth equal or better than DOT Standards
    - (4/32 inch on steering tires and 2/32 inch on remaining tires)
- Monitor
- Foam Proportioner
- Minimum 4-inch Dump Valve at bottom of tank (min. 34 inch from ground)
- Back up Alarm (87 Decibels measured at 5 feet) & back up lights (2)
- Baffled Tank

LGFF TACTICAL WATER TENDER RATES

TYPE	Un-operated Hourly Rate	Fully Operated Hourly Rate	Fully Operated Double Shift Hourly Rate	Minimum Number of Operators**
TWT1	$132.00	$178.00	$294.00	2**
TWT2	$114.00	$160.00	$265.00	2**

*** For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crewmember with the approval of the host agency. For fully-operated tenders, the rate is increased by $23.00/hr for each formally ordered additional crew member.*

PORTABLE PUMPS

Type	Un-operated Daily Rate	Remarks
P1	$137.00	Trailer-mounted low-pressure/high-volume pumps producing a minimum volume of 500 GPM. LGFF provides intake and discharge hose.
P2	$ 64.00	Small low-volume/high-pressure portable pumps with intake hose, capable of being transported by one or two people. Pumps in this category are the Mark 26, Mark III and Gorman Rupp, or similar type pumps.
P3	$ 37.00	Small low-pressure/high-volume portable pump that can be transported by one or two people. These pumps are similar to a Homelite or Honda trash pump.

FRAMED OR SELF-STANDING PORTABLE WATER STORAGE TANKS (Porta Tank)

NOTE: These rates are to be used when the porta tank is utilized separate from tender operations or is rented from the department.

Capacity	Un-operated Daily Rate
1,000-1,999 gallons	$33.00
2,000-3,000 gallons	$39.00

LGFF DOZERS

The Dozer and Grader categories below, are typically, but not always, used by county road crews in the completion of fireline and/or rehab work on the incident.

Class	Flywheel Horsepower	Un-operated Hourly Rate	Fully-Operated Hourly Rate
1	200-369	$140.00	$179.00
2	100-199	$75.00	$114.00
3	60-99	$46.00	$83.00

LGFF GRADERS

Class	Flywheel Horsepower	Un-operated Hourly Rate	Fully-Operated Hourly Rate
G1	201+	$72.00	$110.00
G2	126-200	$58.00	$96.00
G3	<125	$41.00	$78.00
Chains not required on machine, but available at next operational period.			

LGFF MISCELLANEOUS EQUIPMENT

Radio Cache – King portable, multi-channel radios, with batteries, daily rate $15.00/each plus refurbishment fee $250.00, plus actual cost of batteries and repairs. (Estimated replacement cost for portable radios if lost or destroyed is $1,370.00/each.)

Portable Repeater/Transpeater – Daily rate $50.00 plus actual cost of refurbishment and repairs, does not include personnel for setup or battery costs, but unit comes with initial set of batteries. (Estimated replacement cost if lost or destroyed is $6,000.00/each.)

01.5-5-1 Local Government Fire Force Ambulances and Medical Equipment

This section applies to LOCAL GOVERNMENT AMBULANCES ONLY. If using private ambulance companies please refer to the NRCG Supplement to chapter 20 of the IIBMH. For additional direction, please see Section 1.2 of this supplement.

Advanced Life Support (ALS)

Basic Life Support (BLS)

NOTE: Ambulances will be under hire for incident use only and will be required to be available during off-shift hours if needed for emergency transport. No additional compensation will be allowed for this availability. 2:1 work/rest guidelines will be maintained.

TYPE	RATE TYPE	MINIMUM PERSONNEL	HOURLY RATES
Ambulance (ALS)	Fully-Operated Hourly Rate	2 – (1) ALS and (1) BLS	$110.00
Ambulance (ALS)	Un-operated, hired under Option 3 Specified in **01.4-3**	2 – (1) ALS and (1) BLS	$56.00
Ambulance (BLS)	Fully-Operated Hourly Rate	(2) BLS	$95.00
Ambulance (BLS)	Un-operated, hired under Option 3 Specified in **01.4-3**	(2) BLS	$51.00
Patient Transport	Mileage Rate		LGFF normal billing rate. See below**
ALS Chase Unit	Fully-Operated Rate	(1) ALS	$65.00
ALS Chase Unit	Un-operated, hired under Option 3 Specified in **01.4-3**	(1) ALS	$30.00
Extra ALS Personnel	Additional Personnel	N/A	$32.00
Extra BLS Personnel	Additional Personnel	N/A	$23.00
BLS KIT	Replacement of Disposables	Un-operated	Replacement of Disposables
ALS Kit	Daily Rate + Replacements of Disposables	Un-operated	$50/Day + replacement of disposables

Equipment: The resource order must specify whether ordering an ALS or BLS ambulance, or an ALS Chase Unit. ALS ambulances come equipped with the state requirements for ambulances of that type including a Montana licensed Paramedic (EMTP or EMPF) or an Advanced Emergency Medical Technician (AEMT or AEMF), cardiac monitoring equipment, advanced airway management tools, medications for pain control, cardiac emergencies, and other drugs as required by the state. BLS ambulances come equipped with the state minimum requirements for BLS ambulances and two Montana licensed Emergency Medical Technicians (EMTB or EMTF).

An ALS Chase Unit comes staffed with a Montana licensed paramedic with a vehicle equipped with oxygen, backboard, transport litter, basic bandaging and splinting materials, cardiac monitoring equipment, advanced airway management tools, medications for pain control, cardiac emergencies, and other drugs as required by the Administrative Rules of the State of Montana. Equipment shall be stored in a manner that makes it easily transportable by helicopter. The vehicle for the chase unit must be 4x4 capable and must be able to drive in typical fireline conditions.

ALS/BLS Kits

BLS and ALS kits are provided by the qualified medical personnel who are being hired. See Section 01.2.

A BLS kit must contain the minimum Basic Equipment Kit items as listed below per Montana Code 37.104.204, and must be documented on a resource order and requested by the incident. Each kit must contain a complement list with the kit contents listed. For ALS kits, the minimum BLS kit must be provided, in addition to any additional ALS items directed by medical control. Any personnel using such kits must be under the medical direction of their sponsoring medical director per Montana Administrative Rules, Montana Codes, and the Montana EMS protocols.

Personnel: Personnel must hold a current Montana licensure which could include registration with the National Registry of Emergency Medical Technicians. Additionally, all personnel must complete the annual Fireline Safety Refresher RT-130. Personnel who are not line-qualified and those assigned to stay in camp, must be escorted to and from the fireline with a line-qualified person.

Fireline Qualified: - Personnel who are fireline-going and are assigned in one of the fireline position titles, must be qualified at the Firefighter Type 2 level (FFT2) or above and have the following minimum training:

- Introduction to ICS (I-100)
- Human Factors in the Wildland Fire Service (L-180)
- Firefighter Training (S-130)
- Introduction to Wildland Fire Behavior (S-190)
- NIMS: An Introduction (IS-700)
- Annual Fireline Safety Refresher (RT-130)
- Current Work Capacity Test (WCT, Pack Test) at the Moderate Level, which includes a two-mile hike carrying a 25-pound pack in 30 minutes or less.

The training and qualifications above can be documented on an Incident Qualification Card or a LGFF Chief's Certification Form. The LGFF Chief's Certification form is **NOT USED** to certify an individual as an Emergency Medical Technician but is utilized to certify that the individual has the above listed minimum fireline qualifications per NWCG PMS-310-1 Wildland Fire Qualification System Guide or meets the intent of 310-1.

NOTE - Personnel working as an AEMT, or as an EMTP, must have proof of documentation from their sponsoring medical director allowing them to practice outside of their normal jurisdiction.

****Patient Transport:** When the ambulance is mobilized to transport a patient, the hourly rate is dropped to $0.00 and the ambulance reverts to their normal billing procedures for the medical incident, which would include a loaded mileage rate. For all patient care and transport, the ambulance will submit a bill to the patient's appropriate home agency for workers' compensation billing. The APMC guidelines for the Northern Rockies states that all care beyond basic first aid will be processed through the patient's appropriate workers' compensation insurance. Medical transport shall be documented on the shift ticket and shall be turned in to Finance (if available) or the Land/Unit office for documentation purposes. If no patient care or transport occurs, the ambulance will be paid the hourly rate for the time worked.

LGFF Ambulances are to be contracted dry (fuel provided by the incident).

Additional personnel may be ordered at the discretion of the incident managers. Additional personnel will be necessary for incidents that require coverage for more than 16 hours per day. When ordering ambulances or chase units, consideration should be made for providing adequate work/rest ratios.

Ambulance and personnel may be hired under hiring Option 3, Section 01.5-3.

Applicable state laws and regulations can be found in the Montana Code Annotated Title 50 Chapter 6, http://leg.mt.gov/bills/mca/title_0500/chapter_0060/parts_index.html , and Montana Administrative Rules Title 37 Chapter 104, http://www.mtrules.org/gateway/ChapterHome.asp?Chapter=37.104.

The minimum BLS Kit contents can be found at:
http://www.mtrules.org/gateway/RuleNo.asp?RN=37%2E104%2E204 or as noted below.

MINIMUM BLS KIT CONTENTS

- Two air occlusive dressings
- One blood pressure manometer with adult, extra-large adult, and pediatric cuffs
- One stethoscope
- Five dressings (assorted)
- Two pairs of exam gloves
- One pair of safety glasses to provide splash protection for the ECP
- One surgical mask
- One oral glucose
- One flashlight
- Four soft roller bandages
- Four rolls of adhesive tape of assorted sizes
- One pair of heavy leather gloves
- One helmet for personnel that is capable of protection from head injury
- Paper and pen or pencil
- One pair of scissors
- One nasal oxygen cannula
- One adult and one pediatric oxygen mask
- One portable oxygen system containing at least 200 liters of oxygen with regulator and flowmeter
- One bulb syringe or equivalent suction apparatus
- One mouth to mask resuscitator with one-way valve, oxygen inlet and oxygen connecting tubing
- Four oropharyngeal airways of assorted child and adult sizes
- Four triangular bandages

ALS kits must contain all of the above noted items, in addition to those items required by medical control by the sponsoring medical director.

01.5-6 Agency Assistance with Local Government Fire Forces

When five or more LGFF resources are dispatched to an incident, DNRC or the Incident Management Team (IMT) may furnish a Technical Specialist to assist with any issues concerning personnel or equipment with the goal of helping mitigate significant differences which may arise and to ensure the departments are signed up properly. This person works for the IMT and is commonly housed in the Finance Section. This person is responsible for coordinating with the Incident Commander and the Command and General Staff on matters pertaining to resources (equipment and personnel) and in some cases jurisdictional responsibilities of LGFF resources associated with the incident and assists in the day-to-day operations with the LGFF's.

Technical Specialist Position Responsibilities:

- Advise the Agency Administrator, Incident Business Advisor, and the IMT of the area LGFF jurisdictional responsibilities, including mutual aid responsibilities.
- Review contract specifications (such as Operating Agreements, MOUs, IA Agreements, and/or DNRC Incident Rental Agreements, etc.) regarding pay (equipment and personnel).
- Review business management activities to assure compliance with legal and fiscal requirements and efficient use of resources. Includes property management, law enforcement, and civil rights.
- Prepare a checklist of items that the Finance/Administration Section Chief (FSC) and the IMT need to be aware of. - include terms and conditions of operating plans or agreements
- Review job responsibilities and assignments for LGFF personnel.
- Monitor local jurisdictional agency responses in meeting jurisdictional responsibilities.
- Attend incoming briefing with the IMT if possible; make contact with the FSC.
- Attend planning sessions and make known the availability of LGFF resources, such as the length of commitment, rotating personnel, and impacts to local government operations.
- Through the FSC, provide information on use of equipment and personnel. Coordinate with the Logistics Section Chief (LSC) to identify problem areas for the LGFF such as interaction with the IMT and logistical support.
- Coordinate with the FSC and the LSC to assure timekeeping and recording is being completed. Provide assistance to appropriate personnel on timekeeping, commissary, travel, accidents, injuries, personal problems or emergencies and other administrative needs.
- Check for compliance with equipment specifications, certification, engine typing, and Federal Excess equipment use guidelines.
- Ensure safety, personal protective equipment, other equipment, and actions of the LGFF personnel are consistent with approved standards.
- Assist the IMT in providing for the wellbeing and safety of assigned LGFF resources.
- Assist the IMT in the demobilization (if necessary) of LGFF resources.
- Provide direction for distribution of pay documents.

01.6 MONTANA NATIONAL GUARD

All time is kept by the National Guard designated member and will be forwarded to Department of Military Affairs (DMA) according to their rules and regulations. Mark any timekeeping documents clearly as National Guard and include military rank of individual. The DMA will bill DNRC for all federal and state supported fires. DNRC reimburses DMA through a No-Warrant Transfer of Funds; DNRC then bills the federal agencies for the support of their fires.

National Guard personnel are paid a daily rate. National Guard personnel do not receive hazard pay or any other pay differential. National Guard personnel are covered under Montana's Workers Compensation Insurance Program through the Montana State Fund. National Guard personnel are reimbursed for travel per diem expenses according to State of Montana regulations.

In administrative dealings with National Guard personnel, the chain of command should be respected. Disputes or discussions with individual National Guard personnel should include the individual's superior ranking supervisor.

Responsibility for payment: If the resources are ordered through DES, the ordering entity is responsible for payment as in the case of a local government or sheriff's office ordering the National Guard for evacuations. If the resource is ordered through the fire to assist in fire suppression or other duties associated with the fire, the host agency is responsible for payment.

01.7 MONTANA DEPARTMENT OF CORRECTIONS

Through the cooperative agreement between the Montana DNRC, the Montana Department of Corrections (DOC), and Montana State Prison (MSP), correctional officers and low security inmates form a Type 2 Hand Crew referred to as the Deer Lodge Crew. The Deer Lodge Crew is normally comprised of 15 inmates (FFT2s), 3 correctional officers (FFT1s), and supervised at all times by a DNRC crew boss (CRWB). The crew may be used on any wildland fire incident, regardless of jurisdiction, within the State of Montana.

The Deer Lodge Crew is a resource of the DNRC Southwestern Land Office (SWLO) and is dispatched through the Missoula Interagency Dispatch Center (MDC). All costs in support of other agencies will be paid through DNRC and reimbursed through the Master Cooperative Fire Management Agreement. DNRC will forward timekeeping documents to the Department of Corrections after release from the incident. The Department of Corrections will bill DNRC for the personnel costs of overtime hours for correctional officers and regular hourly rates for inmates (no overtime) per this cooperative agreement. Correctional officers and inmates do not receive hazard pay or any other pay differential. Correctional officers and inmates are covered under the Montana Workers' Compensation Insurance Program (see Section 01.2-7) by the Department of Corrections. Correctional officers may use the commissary, if one is provided, on a cash basis. Inmates are not allowed commissary privileges.

The assigned DNRC crew boss will be the administrative contact for the Deer Lodge Crew and will consult with the correctional officers in matters regarding security.

The cooperative agreement can be found at: http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides

01.8 MONTANA DEPARTMENT OF TRANSPORTATION (DOT)

There is a Memorandum of Understanding with the DOT to provide for the safe and efficient movement of road users through or around temporary traffic control zones created by incident management activities. It can be found on-line at: http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides

01.9 MONTANA HIGHWAY PATROL

There is an agreement between the State of Montana DNRC and the Montana Highway Patrol, for mobilizing law enforcement to ensure public and firefighter safety by providing traffic control and security for roadways and property. Please refer to the agreement attached to the Mobilization of Local Government Fire Forces Guide, or located on-line at: http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides.

01.10 MONTANA SHERIFF AND PEACE OFFICERS

There is an agreement between the State of Montana DNRC and the Montana Sheriff and Peace Officers for mobilizing law enforcement for an evacuation event which has exceeded local capacity. Please refer to the MSPOA agreement attached to the Mobilization of Local Government Fire Forces Guide, or located on-line at: http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides.

Law Enforcement vehicle

Type	Un-operated Daily Rate
Law Enforcement Vehicle	$100.00

Law Enforcement Vehicle for incident use - $100/Day + Fuel, NO Mileage Paid - Law Enforcement Vehicles ordered by the host incident agency utilized for work outside the normal scope and normal law enforcement duties such as road blocks and incident security should be reimbursed at this rate. Vehicles must be ordered by the incident agency to perform duties beyond their normal assigned duties. Payment will not be made for additional attributes such as computers, radios, scene lighting, etc., unless specifically negotiated and ordered by the incident on a case-by-case basis. Fuel and operating supplies will be reimbursed but NO MILEAGE will be paid. Notation must be made on the daily shift tickets that the vehicle was used as a Law Enforcement Vehicle. This daily rate is not subject to first or last day prorating.

01.11 STATE-OWNED AND OTHER EQUIPMENT

DNRC shall be reimbursed for use of state-owned equipment in support of other agency incidents unless the master agreement with the cooperating agency states otherwise. The use of the equipment is billed at the negotiated rates, except Federal Excess Property Program (FEPP) should show a use rate of 67 percent of the standard rate on use invoices (does not apply to FEPP aircraft). The using agency will provide operating materials and supplies, such as fuel and oil, as well as mileage. DNRC-owned equipment will remain in paid status during meal breaks. In the event the equipment breaks down and is repaired at the using agency's expense, the cost of the repair shall be deducted from the bill for its use. Copies of repair bills shall be submitted to the responsible DNRC Area Land Office, at the termination of DNRC support activity, for inclusion in the fire bill calculation.

The Emergency Equipment Shift Ticket (OF 297) or combined Emergency Personnel & Equipment Shift Ticket (DNRC297), the Emergency Equipment Use Invoice (OF 286), Resource Order, and the DNRC Resource Rate form provide the required documentation on the use of DNRC-owned equipment. Copies should be retained at the incident and the original signed shift tickets and invoices are either forwarded to the responsible land office or sent home with the operator. The OF-286, for this purpose, should be filled out in the following manner: In Block 22 (remarks), enter "***For Fire Record Only, per Region 1 Cooperative Fire Management Agreement.***"

01.11-1 Sedans, Sport Utility Vehicles, and Pickups

The following rates are for agency-owned and LGFF-owned vehicles. The rates may also be used to determine agency costs used in billing suppression costs of all fires.

There is one standard method of hire:

Un-operated: daily rate plus the Standard mileage rate (mileage covers wear and tear).

- The government provides operating supplies, i.e. fuel.
- Agencies must adhere to their policies regarding hiring of drivers and equipment.

The mileage rate used for these vehicles is the "Standard Rate" set annually by the Montana Department of Administration (DOA) and is currently .26 per mile for 2018.

AUTOMOBILE – Rates:

Auto Type	Un-operated Daily Rate
Compact	$35.00
Midsize or larger	$48.00
Mini-Van	$55.00

PICKUPS, 4X2 – Rates:

Pickup Type	Un-operated Daily Rate
Compact	$37.00
½ ton	$44.00
¾ ton	$49.00
1 ton	$60.00

PICKUPS, 4X4 – Rates:

Pickup Type	Un-operated Daily Rate
Compact	$44.00
½ ton	$49.00
¾ ton	$55.00
1 ton	$68.00

SPORT UTILITY – Rates:

SUV Type	Un-operated Daily Rate
Compact - 5 or less passengers	$53.00
Mid-sized 6-7 passengers	$58.00
Full-sized 8 or more passengers	$65.00

Mileage rate used for these vehicles is the "Standard Rate" set annually by DOA and is currently .26 per mile.

Off-Road Vehicle for Line Personnel - $100/Day + Fuel, NO Mileage - Vehicles for off-road use for line personnel as listed, but not limited to: Strike Team Leader, Task Force Leader, Division Supervisor, Heavy Equipment Boss, or any other position that could require that a vehicle be taken off road. Vehicle must be a 4x4 SUV or 4x4 pickup that is off-road capable typically with 10-ply or load range E tires. The vehicle must be equipped with a digital programmable mobile radio (i.e. BK Mobile Radio). Fuel and operating supplies will be reimbursed but NO MILEAGE will be paid.

If the vehicle complies with the above stipulations and is hired at the off-road rate, the rate will be in effect for the entire time the vehicle is under hire. This daily rate is not subject to first or last day prorating. (Severity use rate reduction is not applicable.) Additionally, the payment package must include the vehicle operator's overhead resource order (or other suitable documentation) as verification that the vehicle was used off road in support of a line-qualified position.

Command Vehicles - Command vehicles should be hired using the rate above for an off-road vehicle. A rate may be negotiated for extra equipment used depending on the capability and the use of the vehicle if used beyond the basic function of transportation. This daily rate is not subject to first or last day prorating. (Severity use rate reduction is not applicable.) Command vehicles are eligible for out-of-region assignments.

01.11-2 Trailers and Transports

This category includes government-owned trailer units as specified. Refurbishment costs for tools and equipment from fire caches shall be paid by using agency under separate billing.

MOBILE OFFICE TRAILERS	LOCATION AT TIME OF HIRE	UN-OPERATED DAILY RATE
CLO Command Trailer	DNRC, Central Land Office – Helena	$750.00
County Assist Team Finance/Plans Trailer	DNRC, Northeastern Land Office - Lewistown	
Heli-Base Trailer	DNRC, Northwestern Land Office - Kalispell	
Mobile Command Post	DNRC, Fire & Aviation Bureau - Missoula	
County Assist Team Command Trailer	DNRC, Eastern Land Office – Miles City	$750.00
Other Command/Office Trailer	Local Government-owned	$500.00
NELO Small Logistics Trailer	DNRC, Northeastern Land Office, Lewistown	$75.00
CLO Small Logistics Trailer	DNRC, Central Land Office – Helena	$100.00
Additional Incident Costs	Haul-in cost for vehicle as needed may be charged at the applicable 1-ton rate as listed in Chapter 50, 01.11-1.	

OTHER EQUIPMENT	UN-OPERATED DAILY RATE
CLO Light Tower	$75.00
Fifth wheel trailer, tandem axle – 20-foot to 28-foot flatbed, minimum 10,000 GVW	$50.00
Flatbed snowmobile trailer, minimum 3,000 GVW	$30.00

01.11-3 All-Terrain Vehicles

TYPE	UN-OPERATED DAILY RATE
ATV (1 Rider) No Three Wheelers	$100.00
UTV Side by Side Seating (i.e., Polaris Ranger, Kawasaki Mule) or similar with 3 or less seats.	$200.00
UTV Side by Side Seating with 4 or more seats.	$250.00

- **All riders must wear an approved helmet while operating an ATV or UTV.**

01.11-4 Agency-Owned Engines and Water Tenders

Agency engines and tenders will be billed at the rates in the LGFF table in Section 01.5-5.

01.11-5 DNRC Kitchens

The DNRC kitchen package as shown below provides the basic ability to prepare and serve meals for approximately 75 to 350-plus people per day. Additional incident costs charged separately to the incident are noted below. The Food Unit Leader will track costs and make them available to the Finance Unit upon request. The incident is also responsible to provide a potable water source and grey water disposal. In the event a DNRC kitchen is in need of a potable water truck or hand washing station, DNRC will utilize the solicitation for potable water trucks or hand washing stations for the incident. The DNRC kitchens are not available for assignment outside of the state of Montana.

DNRC Kitchen Package Includes	Pantry truck, kitchen trailer, generator, propane transport and storage, prep trailer/area, hot water capability for dishwashing, and one support vehicle.	Un-operated Daily rate
Additional Incident Costs	Personnel time at applicable EFF rates; reimbursement of actual cost for food and consumable supplies (propane and fuel, condiments, plates, cups, cutlery, etc.); rental of refrigeration trailer* at NRCG Chapter 20 daily rates; 1 ton flatbed truck; crew transport/additional support vehicles; portable toilets and hand wash units for kitchen crew; and cleaning and refurbishment costs.	
Additional incident costs may be charged if the incident camp does not already supply resources/supplies. These additional costs are listed below but are not limited to:		
Rental of dining tents, tables, chairs; hand wash station; grey water; potable water and storage; garbage service		

**Note: Refrigeration truck/trailer to support kitchen may be provided by DNRC at NRCG Chapter 20 Supplement daily rates, or if not available from DNRC, may need to be obtained commercially.*

01.11-6 DNRC Hand Wash Station

DNRC Handwash Station Includes	Includes a self-contained 6 sink trailer with propane hot water, 450-gallon internal tank, 750-gallon grey-water bladder, paper towel dispenser, and mirrors. If the unit is hauled in with a DNRC kitchen vehicle, no additional transport cost is added. If utilized separately from the kitchen, applicable vehicle rates in this chapter will apply for transport in and out. The incident will supply potable water and haul the grey water.	Un-operated Daily Rate $500.00

01.11-7 Portable Generators

GENERATOR SIZE	DAILY RATE
10 KW or Less	$60.00/Day
10 KW to 20 KW	$80.00/Day
20 KW to 30 KW	$100.00/Day
30 KW and Above	$120.00/Day

01.11-8 Aircraft

State-owned Aircraft: Un-operated rate, based on flying time, does not include operating supplies or support vehicles. Rates are set by Montana Legislature. Current rates were set by the 2015 Legislative Session, and will remain in effect until changed by the Legislature.

TYPE	CURRENT HOURLY RATES
Fixed Wing	$ 175.00
Rotary Wing Type 3	$ 515.00
Rotary Wing Type 2	$1,650.00

Tail Numbers for State of Montana DNRC-owned aircraft are as follows:

- Fixed Wing 9067M, 6312B, and 391M
- Helicopters T2: 387M, 388M, 394M, 395M, and 398M
- Helicopters T3: 384M and 392M

Montana National Guard Aircraft: rates per annual agreement with DNRC, which may be found on-line at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides.

Fuel Trucks (aviation support): Un-operated daily rate.

SIZE	DAILY RATE
300 gallons	$200.00
600 gallons	$500.00
2,600 gallons	$800.00

01.11-9 Boats:

The rates noted below pertain to agency-to-agency use. Commercial use rates may be higher.

Cooperator provides:

- Cooperator will provide operator. Boat will not be operated by personnel under the age of 18 years old.
- Cooperator provides operating supplies such as fuel/oil, anchors/ropes, etc.
- Cooperator provides a personal floatation device for each person being transported.
- First-Aid kit and fire extinguisher.

The incident provides:

- Personal Protection Equipment (PPE) to cooperator/operator who will return PPE to the incident upon demobilization or invoice will be reduced for missing PPE.

BOAT FWHP	SIZE	*UN-OPERATED DAILY RATE
≥35, < 150 HP	< 16 FT	$300.00
	16 – 20 FT	$350.00
≥50, ≤ 250 HP	21 – 23 FT	$400.00
	24 – 26 FT	$450.00
Pontoons	16 – 20 FT	$400.00
	21 – 23 FT	$450.00
	≥ 24 FT	$500.00

**Daily rate includes haul in/haul out.*

Minimum Special Provisions:

1. Boats under hire are required to comply with all State of Montana licensing and registration requirements.
2. Boats hired must comply with U.S. Coast Guard Marine Safety regulations.

3. All equipment under this agreement must be owned and titled by the LGFF or County listed in Box 4 of the IRA. No leased equipment unless the lease was initiated to fulfill the departments normal duties as established under the Montana Codes Annotated (MCA).

01.12 CLAIMS

Claims arising under the jurisdiction of the State of Montana are negotiated by the responsible Line Officer or his or her designee, who must be on the approved DNRC Signers List. When possible, claims should be settled at the incident. For comprehensive information on handling claims against DNRC, see Chapter 370 in the DNRC 300 Incident Business Management Manual, or contact the Business Management Bureau, Forestry Division, Department of Natural Resources and Conservation, 2705 Spurgin Road, Missoula, Montana 59804; office phone: (406) 542-4300.

01.13 OTHER REFERENCE MATERIALS FOR MONTANA

01.13-1 NRCG Mobilization of Local Government Firefighting Resources

The guidelines in the Mobilization of Local Government Firefighting Resources apply when LGFF's are hired by NRCG agencies within Montana. Detailed mobilization and dispatch procedures are included. The document may be found on-line at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/agreements-plans-and-guides.

01.13-2 DNRC 300 Manual - Incident Business Management

This internal manual provides incident business management guidance to DNRC employees and cooperating agency personnel on managing DNRC wildland fire incidents according to State-specific policies and procedures. This document may be found on-line at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/resources/manuals.

01.13-3 DNRC 900 Manual - Wildland Fire Suppression

This internal manual provides guidance to DNRC employees and cooperating agency personnel on wildland fire suppression policies and procedures within Montana. This document may be found on-line at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/resources/manuals.

01.13-4 DNRC IBA Operating Guidelines/DNRC IBA Job Aid

These documents provide guidance to DNRC employees and cooperating agencies on the State's general operating guidelines relating to fire business management and the role of DNRC Incident Business Advisors. They may both be found on-line at http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/forms-and-information.

01.13-5 DNRC Local Government Fire Force (LGFF) Incident Rental Agreement

Local Government Fire Force (LGFF) equipment will be hired on the DNRC Incident Rental Agreement (IRA), http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/local-government-fire-forces. Equipment must meet the accepted typing standards set forth in this supplement. Year-to-Year agreements (single year) is the preferred method but a Land or Unit office may decide to initiate a multi-year agreement for up to a three-year (3-year) period. The Incident Rental Agreement (IRA) is valid outside the Northern Rockies Geographic Area when utilized as a Fully Operated contract.

01.14 ABBREVIATIONS AND DEFINITIONS

The specific meanings of terms may be found in prevailing current NWCG publication unless otherwise defined herein.

AGENCY – See "Government"

APMC - Agency Provided Medical Care

COOPERATOR – Local Government entities available through agreement to assist the Federal and State government agencies.

CREW MEMBER – Basic wildland firefighter used to control and extinguish wildland fires and works as a member of an engine crew under the supervision of a higher qualified individual.

DES – Department of Emergency Services

DNRC – Department of Natural Resources and Conservation, http://dnrc.mt.gov/divisions/forestry/fire-and-aviation

ENGB – Single Resource Engine Boss

ENOP – Engine Operator

FEPP - Federal Excess Property Program.

GACC – Geographic Area Coordination Center

GAWR – Gross Axle Weight Rating

GOVERNMENT – United States Department of Agriculture – Forest Service (USDA-FS), National Park Service (NPS), Bureau of Land Management (BLM), Bureau of Indian Affairs (BIA), and United States Fish & Wildlife Service (USF&WS), Montana Department of Natural Resources and Conservation (MT DNRC), Idaho Department of Lands (IDL), Montana Department of Emergency Services (MT DES), North Dakota Forest Service (ND FS), Department of Emergency Services (DES), and Local Government.

GOVERNMENT REPRESENTATIVE – Designated employee of the agencies listed under the definition of Government.

GVAW – Gross Vehicle Axle Weight

GVWR – Gross Vehicle Weight Rating

HYBRID ENGINE - Engines in which a county owns the chassis and the State of Montana DNRC has provided the fire package including the pump package.

ICS – Incident Command System

IDL – Idaho Department of Lands, http://www.idl.idaho.gov/fire/index.html

INCIDENT – An occurrence or event, either human-caused or natural phenomena, that requires action by emergency service personnel to prevent or minimize loss of life or damage to property and/or natural resources.

NDSF – North Dakota State Forestry, http://www.ag.ndsu.edu/ndfs

NRCC – Northern Rockies Coordination Center, http://gacc.nifc.gov/nrcc/index.htm

NRCG – Northern Rockies Coordinating Group, http://www.fs.fed.us/r1/fire/nrcg/index.html

NWCG - National Wildfire Coordinating Group, http://www.nwcg.gov

ON SHIFT – Includes time worked, time that equipment is held or directed to be in a state of readiness, and compensable travel (equipment traveling under its own power) that has a specific start and ending time.

OPERATIONAL PERIOD – Equal to one shift, an operational period is defined by the Incident Action Plan.

ROSS – Resource Ordering and Status System

SEVERITY – Increase in the level of pre-suppression capability and fire preparedness when predicted or actual burning conditions exceed those normally expected, due to severe weather conditions.

SUPPRESSION – All the work of extinguishing or confining a fire beginning with its discovery.

UNDER HIRE – Refer to Clause 2 of General Clauses to Emergency Equipment Rental Agreement Form OF-294.

01.15 FEMA GUIDELINES

Montana DNRC may request that a fire threatening lives, property, and critical infrastructure that would have potential for a major presidential disaster; be declared a FEMA fire.

FEMA evaluates a fire threat using four criteria:

1. The threat to lives and improved property, including threats to critical facilities/infrastructure, and critical watershed areas.
2. Availability of state and local firefighting resources.
3. High fire danger conditions, as indicated by nationally accepted indices such as the National Fire Danger Rating System.
4. Potential for major economic threat.

The request is approved or denied based on:

1. The conditions that existed at the time of the state's request.
2. Whether the fire or fire complex threatens to cause a major disaster.

*These grants **do not** provide assistance to individual home or business owners and **do not** cover other infrastructure damage caused by the fire.*

FEMA will reimburse state and local governments 75 percent of the ***eligible*** fire management costs. All eligible work and related costs must be associated with the incident period of a declared fire.

If a fire is a FEMA declared fire, state agencies, local government agencies, and Indian Tribal governments may apply as sub-grantee applicants. Applicants applying for sub-grantee status must be *legally responsible* for the firefighting activities for which reimbursement is requested.

Volunteer firefighting organizations that were created under a local statute or resolution giving them taxing authority are considered to be separate and distinct from the county in which they operate. These volunteer organizations are trustee operated and *are* eligible applicants.

Examples of eligible fire management costs:

- Firefighting and support services
- Equipment and supplies
- Evacuations
- Sheltering
- Traffic control/barricading
- Security
- Emergency Operations Centers
- Temporary repairs of damage caused by firefighting activities, *not by the fire itself*.

If a fire is a FEMA declared fire, DNRC will continue to pay according to the guidelines in the IIBMH. Local government or tribal entities may request reimbursement for eligible costs not normally paid by DNRC. Examples would be:

- Costs during the first 24 hours of a fire within your jurisdiction
- Equipment costs when the fire is within your jurisdiction
- Donated resources:
  - Value of volunteer labor
- Category B expenses:
  - Search and rescue
  - Provision of shelters or emergency care

- Sandbagging
- Provision of food, water, ice, and other essential needs
- Removal of health and safety hazards

MT DNRC may request an additional fire package of the host agency for FEMA declared fires.

EXHIBIT NR11

IDAHO

IDAHO DEPARTMENT OF LANDS

The Idaho Department of Lands (IDL) utilizes the standard forms contained in the Interagency Incident Business Management Handbook (IIBMH). Additional information regarding IDL specific policies are contained within the Idaho Department of Lands Incident Business Operating Guide (IBOG). The IBOG will be provided to Incident Management Team (IMT), Buying Team, and expanded dispatch personnel assisting on incidents under the jurisdiction of IDL. The IBOG, Fire Service Organization Rate Book, and additional IDL agreements and resources, may be found on the IDL Incident Business web page under Fire Management on the IDL public web site at http://www.idl.idaho.gov/fire/index.html.

For further information and clarification, please contact:

Wendy J. Walter
Fire Business Program Manager
Phone: 208-666-8648
Cell: 208-755-2924
Fax: 208-769-1524

Amber Honsaker
Fire Business Program Specialist
Phone: 208-666-8644
Cell: 208-416-3791
Fax: 208-769-1524

Bureau of Fire Management
3284 West Industrial Loop
Coeur d'Alene, ID 83815-6021
Phone: 208-769-1525
Fax: 208-769-1524

1. STATE AND COOPERATOR PERSONNEL AND EQUIPMENT

Refer to the IDL IBOG, ICMA (formerly the FSO Rate Book), and other agreements that can be found at: https://www.idl.idaho.gov/fire/business/index.html

2. EMERGENCY MEDICAL SERVICES

ALL EMS providers working within the state of Idaho must meet minimum license standards, as determined by the Idaho Department of Health and Welfare, Emergency Medical Services (EMS) Bureau.

To provide Emergency Medical Service (EMS) in the state of Idaho, there are three (3) requirements:

1) Individual must hold an EMS license issued by the state of Idaho, and
2) Affiliated with an Agency that holds an EMS license issued by the state of Idaho, and

3) Affiliated with a Medical Director that holds a license to practice medicine in Idaho, issued by the state of Idaho

Emergency Medical Services (EMS) is available in the state of Idaho through the regular ordering process at interagency dispatch centers. The preferred priority of hiring EMS personnel and equipment/vehicles in Idaho is:

1) Local EMS Jurisdiction;
2) Agency personnel licensed in Idaho;
3) Idaho Fire Service Organizations;
4) Idaho local government;
5) Private-owned EMS under contract or available for Incident Only Agreement; and
6) Out of state resources provided through REPLICA.

When an IMT is assigned to an incident it is their responsibility to follow the procedures as described below. When an IMT is not assigned to an incident, it is the host agency's responsibility to ensure the procedures below are followed.

IMT or Host Agency Responsibilities

It is the IMT's responsibility to coordinate with the Idaho EMS Bureau in Boise to ensure all EMS providers working on wildfire incidents are licensed and working within their authority. They shall:

1. Contact the Idaho EMS Bureau at: Telephone 208-334-4000, Fax 208-334-4015 or Email EMSAgcyLicensure@dhw.idaho.gov to establish a direct communication for incident support. The EMS Bureau provides written approval to the IMT for EMS providers working on incidents.

2. Keep the following forms on file at the incident for Idaho EMS Bureau review:

   a. *Letter from the EMS provider's medical director*, giving them authority to work on the wildfire incident.

   b. *Copy of EMS License for personnel*

   c. *Copy of License and Cover Letter, for EMS agency.*

   d. **Out-of-state EMS providers** must complete the "*Limited Request for Recognition*" form unless they are a participant REPLICA state. http://www.emsreplica.org

      The *Limited Request for Recognition* form can be found and submitted online to the Idaho EMS Bureau at:

      http://healthandwelfare.idaho.gov/Medical/EmergencyMedicalServicesHome/ProviderLicensure/tabid/1601/Default.aspx

      Per the Idaho Administrative Procedures Act (IDAPA) 16.01.07.140, an individual possessing an EMS license or certification from another state must have prior recognition before providing EMS patient care in Idaho. This may be accomplished under the conditions of an interstate compact with Idaho when one is in place from the state where

the provider is licensed, or limited recognition is granted by the Bureau of EMS and Preparedness (Bureau).

The provider can apply for limited recognition through an Idaho licensed EMS agency or a Medical Unit Leader (MEDL) who has established a Medical Unit in Idaho for specific event coverage (such as wildland fire support) where patient care is provided under the supervision of a physician. The provider may not provide EMS until recognition is granted by the Bureau.

This form is not an application for licensure or reciprocity, only recognition. A National Registry of Emergency Medical Technicians (NREMT) card does not authorize EMS personnel to provide EMS patient care in the State of Idaho. Only a current card issued by a state or U.S. territory EMS office will be accepted as proof of EMS license/certification.

It is the responsibility of the MEDL to complete and submit the "*Limited Request for Recognition*" form as soon as possible, on behalf of all licensed personnel when utilizing licensed out-of-state EMS providers. This form may be printed and filled out, or filled out electronically, and submitted prior to the event, as personnel may not practice until they receive recognition from the EMS Bureau. A new form must be completed for each incident and updated when new EMS personnel assigned to the Medical Unit arrive or move from incident to incident within the state.

The EMS Bureau will acknowledge receipt of the form and provide recognition to the MEDL after validating the EMS licenses of listed personnel. If the EMS Bureau is unable to validate an EMS license or a license has been revoked or suspended in Idaho or any other state, the MEDL will be notified. EMS personnel without valid state EMS licenses will not be granted limited recognition and will not be authorized to provide EMS.

The MEDL should contact the EMS Bureau by phone at (208) 334-4000, by fax at (208) 334-4015 or by email at EMSProvLic@dhw.idaho.gov to submit their form or for further information.

e. **In-state Licensed EMS providers** who are not acting under an Idaho licensed EMS agency deployed at the incident must complete the "Planned Deployment Declaration". The form can be found and submitted online to the Idaho EMS Bureau at: http://healthandwelfare.idaho.gov/Portals/0/Medical/EMS/PlannedDeployment.pdf

f. Licensed EMS personnel working for a Licensed Idaho EMS agency deployed at the incident should complete a *Personnel Affiliation Status Change Form* for that agency. The form can be found and submitted online to the Idaho EMS Bureau at:

http://healthandwelfare.idaho.gov/Medical/EmergencyMedicalServicesHome/AgencyLicensure/tabid/1602/Default.aspx

g. Patient Care Integration Agreement-- It is the responsibility of the EMS provider at the incident to ensure the Agreement is completed upon assignment to the incident. The IMT medical unit leader or the host agency has responsibility to follow up to ensure compliance.

The Idaho EMS Bureau typically responds to the IMT during business hours Monday through Friday. There may be delays in responses to IMTs on weekends and after business hours.

3. When mobilizing EMS providers outside their jurisdictions, whether from within Idaho or outside the State, as a courtesy to the local EMS jurisdiction, the IMT shall contact the local medical facility Emergency Room who can direct them to the Medical Director who has local jurisdiction authority to let them know the status of EMS providers on the incident. This can be done through the Idaho EMS Bureau if necessary.

EMS Personnel/Staff License Levels

- EMT – Emergency Medical Technician
- AEMT – Advanced Emergency Medical Technician
- Paramedic

Local Government and Private-Owned

Local government and private-owned EMS providers are available to the federal and state agencies. If not under a current agreement, the provider may be hired as an incident only resource.

Rates for incident only agreements for EMS providers shall be in accordance with Chapter 20 of the IIBMH. Local government rates are established in the current Idaho Cooperative Mobilization Agreement (formerly the Idaho Fire Service Organization Rate Book) found at https://www.idl.idaho.gov/fire/business/index.html.

Fire Service Organizations

Refer to the Idaho Cooperative Mobilization Agreement (formerly the IDL Fire Service Organization Rate Book) found at: https://www.idl.idaho.gov/fire/business/index.html

EMS Kit/Supplies for incidents shall meet the requirement by the medical licensure. NWCG recommended items are NOT required, however, if an incident wants the EMS provider to come with the NWCG recommended items, it shall be requested at the time of order and documented on the Resource Order.

3. AGENCY PROVIDED MEDICAL CARE (APMC)

Agency Provided Medical Care (APMC): APMC is not authorized on state on Idaho Protection Incidents.

4. IDAHO NATIONAL GUARD

Refer to the IDL Incident Business Operating Guide found at https://www.idl.idaho.gov/fire/business/index.html

5. IDAHO WATER RIGHTS

Under Title 42, Chapter 2 of Idaho State Code

"…water may be diverted from a natural watercourse and used at any time, with or without a water right:

(a) To extinguish an existing fire on private or public lands, structures, or equipment, or to prevent an existing fire from spreading to private or public lands, structures, or equipment endangered by an existing fire;"

https://legislature.idaho.gov/statutesrules/idstat/Title42/T42CH2/SECT42-201/

EXHIBIT NR12

NORTH DAKOTA FOREST SERVICE

North Dakota Forest Service (NDFS)

GENERAL INFORMATION

This information is intended to provide a general outline of State of North Dakota, North Dakota Forest Service (NDFS), and Local Government Fire Forces' (LGFF) operating procedures. For further information, contact the North Dakota Forest Service at 701-328-9944.

BILLING:

NDFS will use applicable LGFF Equipment rates, state rates, and actual personnel costs for purposes of billing other agencies and other entities for fire suppression services.

EFFS AND OTHER STATE EMPLOYEES

NDFS does NOT use the same Administratively Determined (AD) Rates as federal agencies when hiring casual firefighters. NDFS hires casuals as state employees instead. A NDFS Emergency Firefighter (EFF) is an individual hired of necessity to cope with a sudden and unexpected emergency, actual or potential. EFF employment is of uncertain or temporary duration and shall terminate as soon as the emergency has sufficiently abated. EFF rates of pay are determined by the nature of the EFF work assigned.

ENTITLEMENTS

Seasonal Firefighters and EFF employees do not earn sick or annual leave and are not required to participate in the state retirement plan.

NDFS employees, including EFFs, and LGFF are covered under the provisions of the state of North Dakota Workforce Safety Insurance Program.

NDFS employees, including EFFs, and LGFF do NOT receive hazard pay, nor any other form of differential except overtime. NDFS employees and EFFs receive the base rate for the first forty hours of work per week starting on Sunday at 0001 and ending on Saturday at 2400, and 1½ times the base rate for all approved time worked beyond forty hours per work week. Overtime does not need to be computed at the incident, but will be figured when Emergency Firefighter Time Reports are processed by Payroll. Overtime accrual may differ for LGFF forces depending on home unit's policies. Questions regarding LGFF home unit policies should be directed to the LGFF home unit.

NDFS employees, including EFFs, and LGFF may occasionally be in situations where meals or lodging must be paid out-of-pocket when in travel status or when meals at fire camp are not available. Reimbursement for such expenses will be in accordance with the Travel & Reimbursement Policies and State Per Diem rates, regardless of the location of the incident unless within the State of North Dakota where North Dakota Per Diem rates will take precedence.

MEAL PERIODS

North Dakota Forest Service employees, Emergency Firefighters and LGFF will be paid for meal breaks during uncontrolled fire assignments, unless they can be completely relieved of duty. If the employee must work during the meal break once the fire is controlled, this must be documented on the employee's crew time report. Non-operational assignments will not be compensated for meal breaks unless documented and signed by the supervisor and should only be used under extraordinary circumstances.

Equipment will remain in paid status during meal periods, where people are required to show a meal break when they are relieved of duty.

WORK/REST, LENGTH OF ASSIGNMENT, AND DAYS OFF

The North Dakota Forest Service subscribes to the guidelines for rest and recuperation as outlined in Section 12.7 of the IIBMH and to all work/rest and length of assignment standards applicable to the NWCG and NRGC. Where the Incident Commander has deemed necessary to provide rest and recuperation, permanent full time and seasonal state employees may be granted these privileges when in compliance with NDSU payroll guidelines.

ENGINE STAFFING

The North Dakota Forest Service normal operating procedures requires engine mobilization with three personnel due to safety concerns (one engine boss and two firefighters). The North Dakota Forest Service will mobilize engines with a crew of three regardless of what is stated on the resource order; the decision to mobilize with a staffing level other than three personnel is at our discretion. LGFF forces may operate with two to four personnel based on engine configurations.

PAYROLL

NDFS payroll dates end on the 15th and the last day of the month. Copies of payment documents for permanent and seasonal employees should be transmitted to home units in order to meet payroll deadline dates.

EFF employees are normally paid upon completion of the fire assignment by automatic clearing house (ACH) per their hiring forms. Payment is made directly from the completed Emergency Firefighter Time Report and NDFS time slip. At the time of demobilization from an incident, the completed original OF-288 and signed Emergency Personnel/Equipment Shift Tickets (EPEST) MUST be transferred to the NDFS Bismarck Field Office for processing, preferably by hand with the demobing resource. On long duration incidents consideration should be given to transmission of EFF payroll documents on the16th and the 1st of the month; however, this must be prearranged with the NDFS Bismarck Field Office.

Payment Document Requirements

Equipment (Pink copies for the payment office, blue copies for the file)

1) Emergency Equipment Use Invoice (OF-286)
2) Fuel/Oil tickets (OF-304)
3) EPEST
4) Emergency Equipment Rental Agreement (OF-294), if applicable
5) Certification for Local Government Fire Forces (LGFF) Equipment and Operators, if applicable
6) Inspection Form (pre/post) if available (OF-296)
7) Resource Order
8) Invoice, if required for the hiring option

Emergency Firefighter (White copies for the payment office)

1) Emergency Firefighter Time Report (OF-288)
2) EPEST
3) Resource Order
4) Certification for Local Government Fire Forces (LGFF) Equipment and Operators, if applicable
5) Invoice, if required for the hiring option

Emergency Firefighter Time Reports, EPEST and supporting documentation will be filled out, a copy retained at the incident, and the signed original packet returned with the designated representative when demobed. This designated representative would normally be the Engine Boss, Strike Team Leader or Crew Boss. Any questions should be directed to the local NDFS Office. Packets should be submitted to NDFS within one month of the demobilization date.

COMPENSATION FOR INJURY/ILLNESS

If a NDFS employee is injured while on assignment, the North Dakota State University Safety Office must be notified of the injury within 24 hours by contacting either Lois Christianson at (701) 231-9857 or Jennifer Baker at (701) 231-6740 for forms and procedures. The injured North Dakota State employee, or a person acting on behalf of the injured employee, is responsible for reporting the injury to the immediate supervisor. The immediate supervisor is responsible for the preparation of the NDSU Risk Management Employee Incident Report form. The Incident Report form **must** be transmitted to the North Dakota State University **within 24 hours** of notification or knowledge of a work related injury. This form is available from NDFS offices or on the Internet at:

http://www.ndsu.edu/ndsu/police_safety/safety/Forms/INCIDENTForm.pdf.

The Finance Section is responsible for transmitting the NDSU Risk Management Employee Incident Report to (701) 231-6739. All employees are covered by the North Dakota Risk Management Program.

Any LGFF employee injured while on assignment, the employee's home unit and NDFS shall be notified immediately to aide in proper notifications and ND Work Force Safety documentation.

HIRING METHOD

The hiring method for EERAs executed by NDFS is "Fully Operated" and is in accordance with the procedures established in the IIBMH and the NRCG supplements to Chapter 20 of the IIBMH.

Private fire suppression resources that did not participate in the competitive solicitation process may be hired "Fully Operated" if competitively solicited resources are not available and they meet all equipment inspection standards and requirements. There may be extraordinary circumstances when it is in the interests of the State to sign up equipment as "un-operated." These circumstances should be the exception, not the rule, and must be pre-approved by the NDFS. In both circumstances, the EERA must show that the agreement is applicable only for the duration of the incident.

Private contractors hired on a fully operated basis are responsible for providing their own operating supplies (fuel, oil, foam, etc.). Repairs and normal maintenance are the contractor's responsibility.

During-Incident Sign-up

In the event equipment does not have a pre-existing agreement, procedures in the IIBMH and the geographic area supplements to Chapter 20 & 50 of the IIBMH must be followed. On state fires, agreements initiated by NDFS personnel do not have to be co-signed by Contracting Officers or Procurement Unit Leaders working for a federal agency.

EERAs for equipment covered under the competitively solicited process where the contractor did not participate must show that the agreement is applicable only for the duration of the single incident and will not be eligible for interagency dispatch.

LOCAL GOVERNMENT FORCES - EQUIPMENT RENTAL

General Information

The guidelines in this document apply when Local Government Fire Forces are hired by NRCG agencies. Detailed equipment and personnel standards, mobilization and dispatch procedures are included in the NRCG Mobilization of Local Government Firefighting Resources guide. The document may be found at the following website: http://www.fs.fed.us/r1/fire/nrcg/ops_plans_index.htm

In accordance with the Interagency Cooperative Agreement signed by the U.S. Forest Service, Bureau of Land Management, Park Service, Bureau of Indian Affairs, Fish and Wildlife Service, and the State of North Dakota, NDFS is designated as the hiring and payment agency for personnel and equipment obtained from Local Government Fire Forces (LGFF) when dispatched in circumstances other than local initial attack under mutual assistance agreements. LGFF equipment costs and personnel payroll will be paid by NDFS who will, in turn, seek payment as outlined in the Cooperative Fire Agreement (six party agreement). Said resources shall be considered an agent of the State.

Procurement of fire apparatus, equipment and personnel from LGFF will follow the procedures established by the NDFS. Current rates are listed below. Renegotiation of rates and responsibilities shall not happen at incidents. If there are compelling reasons for renegotiation, the NDFS must be involved in the negotiations. Normally, LGFF apparatus, equipment and personnel will be signed up prior to the incident by the NDFS. If it is necessary to sign up equipment at the incident, contact the NDFS.

Mutual Aid- Mutual Aid resources may be converted to paid status after the initial response if the NDFS deems it in the best interest of the State to do so. Mutual aid responses will be paid according to the requesting jurisdictions' Annual Operating Plan (AOP). In absence of an AOP a standard of 8 hours mutual aid is in effect. When the requesting agency releases the mutual aid resources, the mutual aid resources may request to remain on the fire. It is the responsibility of the resource to contact the IC and request to remain on the fire. If the resource remains on the fire beyond the mutual aid period without going through the IC approval and sign up process, the resource will not be paid. The following conditions and criteria must be met and to be placed in pay status:

- IC Approval
- Equipment and Personnel must meet Agency Standards put forth in this Chapter of the IIBMH
- Be Inspected or have signed a No Damages/ No Claims upon demobilization
- Have a Resource Order

If these criteria are met, the resource may be paid back to the first hour of mutual aid request. It is the responsibility of the LGFF to ensure that these criteria are met. If any of the criteria are not met any time will be considered donated mutual aid time.

Local Government Fire Force (LGFF) Equipment

Minimum Specifications required by NWCG for equipment requirements for engines, water tenders, and water trucks and contains the applicable equipment certification forms is listed in the following section. The equipment's compliance with transportation safety rules, laws and other codes are the responsibility of the LGFF.

LGFF equipment will remain in paid status during meal periods.

SEVERITY

Severity rates for LGFF equipment will be paid at the established hourly rate when on duty. LGFF equipment will remain in paid status during meal periods when personnel are off time.

While in Transport

When LGFF equipment is in transport status (via heavy transport, not being driven), equipment will be paid at the rate of 50%.

Operating Supplies

LGFF equipment will be reimbursed for fuel used to and from an incident and while assigned to a fire. Costs will be reimbursed with proper documentation (e.g. detailed receipt). Repairs and normal maintenance will be the LGFF's responsibility.

Engine Rates – ND Local Government Fire Force Equipment

Class	Type	Un-operated Hourly Rate	Fully Operated Hourly Rate	Number of personnel*
E1	Structural Engine I	$105	$190	4
E2	Structural Engine II	$105	$175	3
WE3	Wildland Engine III	$95	$165	3
WE4	Wildland Engine IV	$85	$135	2
WE5	Wildland Engine V	$85	$135	2
WE6	Wildland Engine VI	$75	$125	2
WE7	Wildland Engine VII	$45	$85	2

CLASSIFICATION FOR ENGINES

MINIMUM STANDARDS - The following guide is to aid in the classification of engines. When typing equipment all of the standards must be met to qualify the equipment. Failure to meet any standard places the equipment in a lower type or disqualifies the equipment in its entirety.

COMPONENTS	MINIMUM STANDARDS FOR TYPE						
	1*	2*	3	4	5	6	7
Pump Capacity ** Gpm @ psi	1000+ @ 150	500 @ 150	150 @ 250	50 @ 100	50 @ 100	50 @ 100	10 @ 100
Tank Capacity (Gallons)							
Minimum	400	400	500	750	400	150	50
Maximum	None	None	None	None	750	400	200
Hose, 2½ inches (feet)	1,200	1,000					
Hose, 1½ inch (feet)	400	500	500	300	300	300	
Hose, 1 inch (feet)	-0-	-0-	500	300	300	300	200
Ladder (feet)	***48'	***48'					
Master Stream (GPM)	500						
Personnel (minimum)	4	3	3	2	2	2	2

*Type 1 and 2 Structural Engines must also meet minimum specifications of NFPA For the year in the in which they were manufactured.

**All pumps shall have pressure gauges that meet the minimum pump pressure rating.

***This includes 24' extension ladder, 14' roof ladder and 10' attic ladder for a total of 48'.

****Engines specifically designed for on-road and structure work may not be signed up as a wildland engine

Foam Units: No compensation will be given for foam units; however, foam used during the incident may be replaced or compensated as part of operating supplies.

NRCG MINIMUM REQUIRED COMPLEMENTS FOR ENGINES

- 2 nozzles, combination fog/straight stream, 1 inch NPSH female
- 2 nozzles, combination fog/straight stream, 1½ inch NH female
- 20 feet, suction hose with strainer or screened foot valve
- 2 shovels, size 0
- 2 pulaskis
- 1 spanner wrench, combination 1 inch to 1½ inches
- 2 gated wyes, 1½ inches National Hose (NH) threads
- 4 reducers, 1½ inches NH female to 1 inch National Pipe Straight Hose (NPSH) male
- 2 adapters 1½ inches NH female to 1½ inches NPSH male
- 2 adapters 1½ inches NPSH female to 1½ inches NH male
- 2 increasers 1 inch NPSH female to 1½ inches NH male
- 2 adapters ¼ turn to 1 inch NPSH (1 female/1 male)
- 1 double male 1 inch NPSH threads
- 1 double female 1 inch NPSH threads
- 1 double male 1½ inches NH threads
- 1 double female 1½ inches NH threads
- 1 fire hose clamp
- 1 5-gallon container for drinking water
- 1 first aid kit (five person)
- 1 set of three (3) reflectors
- 1 fire extinguisher (5BC or better)
- 1 set of wheel chocks
- 5 gallons (minimum), fuel to operate pump and engine for 12 hours
- 1 pump for water fill or have drafting capabilities
- 2 adapters ¼ turn to 1½ inch NH (1 female/1 male)
- 300 feet of ¾-inch synthetic garden hose – 50 foot sections
- 1 reducer 1 inch NPSH to ¾ inch GH
- 2 Adjustable nozzles ¾ inch
- 1 Mop up wand ¾ inch receptor for hose
- 1 Gated wye ¾ inch
- 5 Inline ball valves ¾ inch

Water Tender Rates – ND Local Government Fire Force (LGFF) Equipment

Class	Un-operated Hourly rate	Fully Operated Hourly rate	Number of Operators**
WT1	$100	$135	1**
WT2	$85	$125	1**
WT3	$75	$95	1**

**Additional Personnel may be justified and approved by the NDFS.

Water Truck Rates – ND Local Government Fire Force (LGFF) Equipment

Class	Water Truck Capacity (Gallons)	Un-operated Hourly Rate	Fully Operated Hourly Rate	Number of Operators*
WTR1	5000+	$54	$75	1
WTR2	2500-4999	$41	$62	1
WTR3	1000-2499	$23.50	$44.50	1

*Minimum number of operators per single shift.

WATER TENDER AND WATER TRUCK CLASSIFICATION

COMPONENTS	MINIMUM STANDARDS TYPE		
	1	2	3
Pump Capacity (GPM)	300	200	200
Tank Capacity (Gallons)	4,000 +	2500	1,000
Off Load Capacity (GPM)	300	200	200
Maximum Refill Time (minutes)	30	20	15
Personnel (minimum number)	1	1	1
Drafting Capability	Yes	Yes	Yes

Most Water Tenders meet and exceed the requirements for a Water Truck. Replacement of a Water Truck operator with a fully qualified Water Tender operator does not solely constitute justification for payment of the Water Tender rate.

NRCG MINIMUM REQUIRED COMPLEMENTS FOR WATER TENDERS

- 1½ inch nozzle, NH-combination; fog/straight stream (Plastic is acceptable)
- 1½ inch NH female to 1 inch NPSH male reducer
- 20 feet suction hose (minimum) with strainer or screened foot valve
- Shovel, size 0
- Pulaski
- Spanner wrench, combination, 1½-2½
- Adjustable hydrant wrench
- 2 adapters, 1½ inches NPSH female to 1½ inches NH male
- 2 adapters, ¼ turn to 1½ inches NH (1 female and 1 male each)
- 2 adapters, 1½ inches NH female to 1½ inches NPSH male
- 2 reducers, 2½ inches NH female to 1½ inches NH male
- 1 double male, 1½ inches NH
- 1 double female, 1½ inches NH
- 1 gated wye, 1½ inches NH
- 1 Forestry hose clamp - 2½ inches
- 1 first aid kit (five person)
- Reflectors (1 set of 3)
- Fire extinguisher (5 BC or better)
- Wheel chocks (meets industry, standards for wheel chocks)
- Fuel to operate pump and engine for 12 hours (minimum 5 gallons)
- 2 each, portable hand lights
- 100 feet of 1½ inches, cotton/synthetic hose, NH thread
- 50 feet of 2½ inches cotton/synthetic hose, NH thread
- Discharge outlets: 2 each 1½ inches NH thread
- Discharge outlet, 1 each 2½ inches NH thread
- Tire Tread Depth equal to DOT Standards

DOZERS – ND Local Government Fire Force (LGFF) Equipment

Class	Flywheel Horsepower	Un-operated Hourly Rate	Fully Operated Hourly Rate
1	200-369	$140	$179
2	100-199	$75	$114
3	60-99	$46	$83

GRADERS – ND Local Government Fire Force (LGFF) Equipment

Class	Flywheel Horsepower	Un-operated Hourly Rate	Fully Operated Hourly Rate
G1	201+	$72	$110
G2	126-200	$58	$96
G3	<125	$41	$78
Chains not required on machine, but available at next operational period.			

LGFF Sedans, Passenger Vans, Utility Vehicles, and Pickups

Use the appropriate daily and mileage rate for the class and size of vehicle from the North Dakota Department of Transportation and supplemental necessary equipment provided by the NDFS. This rate information can be found at http://www.dot.nd.gov/divisions/fleet/docs/rentlrate.pdf. An additional $35.00 dollars per hour will be added for all LGFF vehicles equipped with the fire response package.

NORTH DAKOTA NATIONAL GUARD

All time is kept by the National Guard designated member and will be forwarded to Department of Military Affairs (DMA) according to their rules and regulations. Mark any timekeeping documents clearly as National Guard and include military rank of individual. The DMA will bill NDFS for all federally supported fires. The NDFS then will bill the federal agencies for the support of their fires.

In administrative dealings with National Guard personnel the chain of command should be respected. Disputes or discussions with individual National Guard personnel should include the individual's superior ranking supervisor.

Responsibility for payment:

If the resources are ordered through DES the ordering entity is responsible for payment as in the case of a local government or sheriff's office ordering the National Guard for evacuations. If the resource is ordered through the fire to assist in Fire Suppression or other duties associated with the fire, the host agency is responsible for payment.

STATE-OWNED EQUIPMENT

The NDFS shall be reimbursed for use of state equipment in support of other agency incidents unless the master agreement with the cooperating agency states otherwise. The use of the equipment is billed at the negotiated rates, except Federal Excess Personal Property (FEPP) should show a use rate of 67 percent of the standard rate on use invoices.

The EPEST, and Emergency Equipment Use Invoice - OF 286, provide the required documentation on the use of NDFS equipment. Copies should be forwarded to the responsible Land Office or sent home with the operator.

Other agency state owned equipment (such as the ND Department of Transportation) shall be reimbursed at their predetermined rate.

Sedans, Passenger Vans, Utility Vehicles, Pickups, and Stake side Trucks

Use the appropriate daily and mileage rate for the class and size of vehicle from the North Dakota Department of Transportation and supplemental necessary equipment provided by the NDFS. This rate information can be found at http://www.dot.nd.gov/divisions/fleet/docs/rentlrate.pdf. An additional $0.20/mile will be added for all vehicles equipped with the fire response package.

Trailers and Transports

This category includes all the State-owned trailer units as specified. Refurbishment costs for tools and equipment from fire caches shall be paid by using agency under separate billing.

Equipment	Un-operated Daily Rate
Command trailer, tandem axle – modified for office use	$100
12'-14' covered utility trailer	$50
6-8' covered utility trailer	$30

Engines and Water Tenders

Agency Engines and Tenders will be billed out at the appropriate North Dakota Department of Transportation rate plus the additional rate for supplemental equipment provided by the NDFS. The current rate for the NDFS Type 5/6 engines is $100.00 per hour, Type 4 engines and Type 3 water tender is $185.00 per hour. This rate can vary as mandated by the ND Department of Transportation.

Portable Pumps

Class	Un-operated Daily Rate ($)	Remarks
1	64.00	Small low-volume/high-pressure portable pumps with intake hose, capable of being transported by one or two people. Pumps in this category are the Mark 26, Mark III and Gorman Rupp, or similar type pumps.
2	37.00	Small low-pressure/high-volume portable pump that can be transported by one or two people. These pumps are similar to a Homelite or Honda trash pump.

All-terrain Vehicles

Type	Un-operated Daily Rate
ATV(1 Rider) No Three Wheelers	$100
UTV Side by Side Seating for 2 or 3 riders (e.g., Polaris Ranger, Kawasaki Mule) or similar.	$150

- **All riders must wear an approved helmet while operating an ATV or UTV.**

Specialized and Miscellaneous Equipment

Chainsaws – Un-operated daily rate $45.00/day.

Minimum saw size- 3.75+cubic inch saw. Each sawyer will only be compensated for one chainsaw. No compensation for backup saws.

Portable Radios – Bendix/King portable, multi-channel radio, with batteries. Rate is actual cost of refurbishment (or daily rate of $15/ea if not sent in for refurbishment at NDFS determination), repairs, and batteries.

Radio Cache – Bendix/King portable, multi-channel radios, with batteries, daily rate $15/ea. plus refurbishment fee $250, plus actual cost of batteries and repairs. (Estimated replacement cost for portable radios if lost or destroyed is $1,382/each.)

Other Cache equipment will be compensated at regular cache refurbishment

EXHIBIT NR13

SOUTH DAKOTA

SOUTH DAKOTA WILDLAND FIRE

South Dakota Wildland Fire (SDWF) has agency resources and cooperators available for all-risk incidents under the authority and provisions in the Cooperative Fire Management Agreement (CFMA). Information provided is from the Statewide Annual Wildfire Action Plan for the Division of Wildland Fire. The Action Plan covers information helpful to Incident Management Teams (IMTs) managing fires in South Dakota and instances where South Dakota resources are ordered for out of state assignments. Further information can be found at: https://gacc.nifc.gov/rmcc/incident_busn_management.php

For additional information, contact Brenda Even, Fire Business Manager in Rapid City, SD at 605-393-8115, FAX: 605-393-8044.