



United States
Department of
Agriculture

Forest
Service

Black Hills National Forest
Supervisor's Office

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File Code: 1580

Date: February 4, 2014

JAY ESPERANCE
DIVISION DIRECTOR
SOUTH DAKOTA WILDLAND FIRE
4250 FIRE STATION ROAD STE #2
RAPID CITY, SD 57703

Dear Mr. Esperance:

Enclosed is your signed copy of Modification #33 to Cooperative Fire Agreement #07-FI-11020300-029 between South Dakota Division of Wildland Fire Suppression and the Black Hills National Forest. This Modification is for the 2014 Annual Operating Plan.

If you have any questions please contact Project Manager Todd Pechota at (605) 673-9280 or me at (605) 716-2119.

Sincerely,

DAVID GRAHAM
Grants and Agreements Specialist

Enclosure

w/o enclosure

cc: Todd Pechota, Dave Graham, Jason Virtue, Amy C Ham





MODIFICATION OF GRANT OR AGREEMENT

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1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 07-FI-11020300-029		2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:		3. MODIFICATION NUMBER: 33	
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): US Forest Service, Black Hills National Forest 1019 N. 5th Street, Custer, SD 57730			5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): US Forest Service, Black Hills National Forest 1019 N. 5th Street, Custer, SD 57730		
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): South Dakota Wildland Fire Suppression Division 4250 Airport Road, Suite #2, Rapid City, SD 57703			7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):		

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input type="checkbox"/>	CHANGE IN FUNDING:
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): Adds 2014/2015 Operating Plan

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):

Add the 2014/2015 Operating Plan. This Operating Plan remains in effect until replaced.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input checked="" type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input type="checkbox"/>	Other:

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. STATE OF SOUTH DAKOTA SIGNATURE (Signature of Signatory Official)	11.B. DATE SIGNED 1-31-14	11.C. U.S. FOREST SERVICE SIGNATURE (Signature of Signatory Official)	11.D. DATE SIGNED 2/3/14
11.E. NAME (type or print): JAY ESPERANCE		11.F. NAME (type or print): CRAIG BOBZIEN	
11.G. TITLE (type or print): State Wildland Fire Coordinator		11.H. TITLE (type or print): Forest Supervisor	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by: DAVID GRAHAM U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED 01/28/14
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USDA Forest Service

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A. Directory of Personnel.....30

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I. Identification of the jurisdictions within the area of the plan

A. State of South Dakota

- 1) The South Dakota Department of Agriculture, Division of Wildland Fire (SDWF) will have jurisdictional fire protection responsibility for all state and private forested lands within South Dakota, including Harding County. "Forested lands" means any land which is at least ten percent stocked with trees and is outside the limits of any incorporated municipality.
- 2) The SDWF provides direct and reimbursable supporting protection on all Federal, state and private lands within the exterior proclaimed boundary of the Black Hills National Forest in South Dakota (including exemption areas).

B. The Black Hills National Forest

- 1) The Black Hills National Forest (BKF) has jurisdictional responsibility for National Forest System lands shown on the latest land status maps of the Black Hills National Forest.
- 2) The BKF provides direct and reimbursable supporting protection on all Federal, state and private lands within the exterior proclaimed boundary of the Black Hills National Forest in South Dakota and Wyoming (including exemption areas). The BKF upon request and as able provides suppression assistance in support of all agencies outside of the exterior proclaimed boundaries of the Black Hills National Forest.

II. Authority of Plan

This Annual Operating Plan is entered into in accordance with the Interagency Cooperative Fire Management Agreement between the State of South Dakota and the United States Department of Agriculture, Forest Service, Region 2 executed February 16, 2007 (07-FI-11020000-001).

III. Purpose of Plan

The purpose of this operating plan is to provide clear and consistent direction for the South Dakota Division of Wildland Fire and the Black Hills National Forest in the cooperative effort of fire management within the Black Hills Geographic area. This plan follows the suggested outline of the Interagency Cooperative Fire Management Agreement of 2007.

Outlined headings that were not supported by documented information or which are covered in sufficient detail in the parent document are purposely left blank.

IV. Definitions and Descriptions

A. Fire Management Responsibilities

Both agencies shall be identified as follows with regards to roles and responsibilities in management activities:

1) Protecting Agency

For portions of the Black Hills located within South Dakota the protecting agency is also defined as the jurisdictional agency and is responsible for providing direct wildland fire protection to a given area pursuant to the definition of jurisdictional agency as defined below.

2) Supporting Agency

The agency providing suppression or other support and resources to a protecting agency.

3) Jurisdictional Agency

The agency that has overall land and resource management and/or protection responsibility as provided by federal or state law is considered the jurisdictional agency. The jurisdictional agency is also defined as the agency responsible for paying the bills for protection of lands under its jurisdiction.

B. Mutual Aid Dispatch Areas by Dispatch Levels

As identified in current Great Plains Interagency Dispatch Center (GPC) “run cards”.

C. Mutual Aid Move-up and Cover Facilities

Each agency is responsible for advising the other when initial attack commitments adversely affect the other’s ability to meet additional initial attack needs, or the ability to meet interagency commitments. Each agency will provide representation to the local Multi-Agency Coordinating Group (MAC). Unless otherwise agreed, the agency providing resources for move-up and cover will pay for base 8 salaries of its assisting resources. Overtime will be paid by the agency requesting coverage or whose initial attack or extended activities precipitated move-up and cover action. Further guidance on move up and cover can be found in GPC 2014 SOP’s (Move up and cover).

D. Special Management Considerations:

Areas requiring special management considerations are areas such as wetlands, archaeological sites, botanical areas, road less areas, research natural areas, or other areas identified in land management planning documents, urban interface areas and all other areas which by their uniqueness, require special fire management procedures for protection. These will be identified by the local jurisdictional agency representatives responding to the incident. Any requests for surveys, inspections, or restorations of any areas requiring special management considerations will be a cost born by the jurisdictional agency.

E. Responsibility for Non-Wildland Fire Emergencies:

Responsibility will be in accordance with agency policy.

F. Repair of Wildfire Suppression Damage:

Mitigation of suppression activity damage will be accomplished as an obligation of the suppression action and as directed by the jurisdictional agency. Burned area rehabilitation will be the responsibility of the jurisdictional agency.

Requests for “Burned Area Emergency Rehabilitation” (BAER) assessments will be initiated by the jurisdictional agency and be funded according to the requesting agency’s policy.

G. Fire Protection Resources, including prevention, detection, ground and air attack units, supervisory personnel, draw down levels, and other cooperation agencies:

The organization of state crews, fire equipment, air attack facilities, equipment and facilities which are available for cooperative use, subject to state regulations and procedures, are shown in the current South Dakota Division of Wildland Fire Annual Fire Action Plan, and the GPC 2014 Mobilization Guide.

The organization of BKF crews, fire equipment and facilities which are available for cooperative use, subject to BKF regulations and procedures, are shown in the GPC 2014 Mobilization Guide and 2014 Fire Management Plan.

A. Kind (by ICS type)

Refer to 2014 GPC Mobilization Guide

B. Location

Refer to 2014 GPC Mobilization Guide

C. Anticipated Availability Period

Refer to GPC 2014 Mobilization Guide

D. Staffing Levels

Refer to GPC 2014 Mobilization Guide

E. Contact Points and Names

Refer to GPC 2014 Mobilization Guide

V. Protection Area Maps

A. Jurisdictional Agency, Protection Unit, County boundary, area of responsibility and other plan needs

Refer to Attachment #1

B. Fire Protection facilities by Agency and location

Refer to Attachment #1

C. Direct Protection Areas

Refer to Attachment #1

D. Mutual Aid Dispatch Areas

E. Special Management Consideration Areas

Primary Black Hills National Forest areas which require special considerations include the Black Elk Wilderness, Inyan Kara Mountain, Fort Meade VA Hospital Watershed, Black Hills Experimental Forest, Spearfish Canyon, Peter Norbeck Scenic Byway, Sturgis Experimental Watershed, Norbeck Wildlife Preserve, Research Natural Areas (as designated) and botanical areas consisting of: Upper Sand Creek, Dugout Gulch, Bear/Beaver Gulches, Higgins Gulch, Englewood Springs, Black Fox Valley, North Fork Castle Creek, and the McIntosh Fen and other areas identified as Retardant Avoidance Areas.

F. Effective Date for Protection Maps

Last map update was May 1, 2007

VI. Fire Readiness

A. Fire Planning

1) Preparedness plans

Refer to agency specific plans.

2) Prevention plans

Refer to agency specific plans.

3) Prescribed fire plans

Refer to agency specific plans.

B. Wildfire Training Needs and Coordination

The GPC Board of Directors and the Northern Great Plains Zone training representative are responsible for coordinating fire training for agencies within the Great Plains Zone. All 100 and 200 level course offerings are coordinated by local agencies and all upper level 300 and 400 level course offerings are coordinated through the Rocky Mountain Area Training Committee, a subcommittee of the Rocky Mountain Area Coordinating Group (RMCG). Training schedules will be shared and opportunities to combine training will be pursued.

C. Physical Fitness Standards

Federal and SDWF fire fighters as well as fire fighters whose department has signed an agreement with the SDWF must meet the physical fitness standard and qualifications for the position assigned as identified by the National Wildfire Coordinating Group, Wildland and Prescribed Fire Qualification System Guide, PMS 310-1 (October 2013 version). During Initial Attack only, on BKF fires, the BKF will honor local fitness standards of those departments who have not signed an agreement with the SDWF when they respond on behalf of their constituencies in the protection of private or state lands adjacent or near non-federal lands. Such responding personnel and resources will be considered as cooperating resources of other jurisdictions and as such will not be considered as reimbursable resources having responded at the request of or on behalf of the BKF.

D. Training Standards

All training classes offered by the respective agencies will be conducted according to standards set forth in the latest edition of the NWCG Field Managers Course Guide and PMS-310-1 (October 2013).

E. Inspection Schedules

Interagency participation in programmatic preparedness reviews is encouraged. Costs incurred for participation will be considered costs of each respective agency unless otherwise negotiated by local fire managers.

VII. Wildfire Suppression Procedures

A. Incident Command System

All agencies support and use the Incident Command System (ICS) or National Incident Management System (NIMS). Unified command will be the normal/preferred command structure for all fires within the Black Hills Forest Fire Protection District regardless of point

of origin or jurisdictional location of the fire. Jurisdictions declaring a vested interest in suppression operations will be encouraged to participate within the unified command structure. Unified command will follow procedures outlined by the Incident Command System.

If a wildfire crosses jurisdictional boundaries or threatens adjacent jurisdictions or otherwise becomes a fire with multi-jurisdictional interest any jurisdiction with a vested interest may request a unified command structure. When unified command is not invoked or if a jurisdiction chooses not to participate within the unified command structure they must designate an agency representative capable of evaluating operational tactics and local resource availability and must issue a letter of Delegation of Authority from their agency line authority to the Incident Commander or Unified Command.

B. Wildland Urban Interface (WUI)

The protection of human life is the single, overriding priority. Setting priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be based on the values to be protected, human health and safety and the costs of protection. Once people have been committed to an incident, these human resources become the highest value to be protected. All WUI fires within the GPC Zone are coordinated through GPC.

The following language is taken directly from the 2014 Interagency Standards For Fire and Aviation Operations and serves to define what the USFS primary role is in structure protection.

A significant role of the Forest Service is to manage natural resources on public land, and management of unwanted wildland fire is a primary mission in that role. Wildland fire fighter training, tools, and personal protective equipment are based on the wildland environment. This does not prevent using wildland tactics in the Wildland Urban Interface (WUI) when risks are mitigated. Wildland fire fighter training for the WUI, however, is centered on the concepts of preventing wildland fire from reaching areas of structures and/or reducing the intensity of fire that does reach structures. Fire suppression actions on structures that are outside federal jurisdiction, outside the scope of wildland fire fighting training, or beyond the capability of wildland fire fighting resources are not appropriate roles for the Forest Service.

As documented in a Forest Service doctrinal principle, “Agency employees respond when they come across situations where human life is immediately at risk or there is a clear emergency, and they are capable of assisting without undue risk to themselves or others.” This principle serves as a foundational basis for the roles employees play in structure protection.

Pursuant to this “structure protection” policy provided above, Forest Service personnel may engage support from other cooperators in structure protection activities when 1) requested by

local government under terms of an approved cooperative agreement or 2) when operating within a unified command. The agency is permitted, without agreement, to render emergency assistance to a local government in suppressing wildland fires, and in preserving life and property from the threat of fire, when properly trained and equipped agency resources are the closest to the need, and there is adequate leadership to do so safely. The agency will NOT routinely provide primary emergency response (medical aids, fire suppression, HAZMAT, etc... as identified on “run cards” or preplanned dispatch scenarios) nor will the agency supplant the local government responsibility to do so.

Typical Forest Service responsibilities in the case of mutual aid, initial attack, extended attack, or large fire support include:

- To provide initial attack through extended attack actions consistent with application of wildland fire strategy and tactics.
- To supply water in support of tribal, state or local agencies having jurisdictional responsibility for the fire. This would include the use of water tenders, portable pumps, hose, tanks, and supporting draft sites.
- To assist or supply foam or chemical suppressant capability with engines or aerial application.
- To assist local authorities in the event of evacuations.
- To assist local authorities by assessing (triaging) structures for defensibility from wildfire.
- To coordinate with local authorities on actions taken by Private Structure Protection Companies.

As such, there should not be an expectation that the Forest Service will:

- “Wrap” or set up and administer sprinklers around privately owned structures
- Remove fuels immediately surrounding a structure such as brush, landscaping or firewood.

As addressed above, the Forest Service will apply strategy and tactics to keep wildland fires from reaching structures, as prudent to do so, considering risk management for fire fighters and publics, fire behavior, values at risk including natural resources, availability of fire fighting resources, and jurisdictional authorities.

The Forest Service shall not:

- Take direct suppression actions on structures other than those that tactically reduce the threat of fire spread to them.
- Enter structures or work on roofs of structures for the purpose of direct suppression actions.

In consideration of Forest Service owned or leased structures outside of structure fire protection areas these same policies apply. The use of Firewise principles and aggressive fire prevention measures will be employed for Forest Service structures at every opportunity.

If a Forest Service structure is determined to be at risk, “wrapping” or other indirect protection methods for the structure can be authorized by the Agency Administrator.

Documentation of these decisions needs to be placed in the fire documentation package and the unit files. Any employee engaged in “wrapping” or other indirect methods of protection operations will be thoroughly briefed and trained in correct safety and personal protection equipment procedures, especially if the use of ladders or climbing on the structure is necessary. In any case, the Forest Service holds that no structure is worth the risk of serious injury to an employee in an attempt to protect that structure or facility from fire.

C. Detection standards

Each agency will advise the other agency when it plans to make detection flights and as a matter of routine will report fires observed on other jurisdictions. When an agency requests detection services from another agency and it requires deviations from the normal flight pattern, costs incurred will be the responsibility of the benefiting agency. Reimbursement will include proportionate shares of the aircraft and observer’s salary.

D. Relationship with local mobilization guide

Processes and procedures set forth in this operating plan have been developed in accordance with the processes and procedures in the 2014 GPC Mobilization Guide and will follow normal dispatching channels.

E. Fire notification

GPC will notify agency Duty Officers of any fires which are on or which threaten jurisdictions of the other agency as soon as possible after the arrival of initial attack forces and at such time that affected jurisdictions have been identified and information has been conveyed to GPC from the field. Contact information for both agencies may be found in the 2014 GPC Mobilization Guide, Section 50.

F. Mutual Aid

Each agency shall assume its own full cost of expenditures for initial attack resources until 10 AM the day following the initial dispatch. When a fire extends beyond the mutual aid period (10 am the day following initial dispatch) all costs, including those incurred in the mutual aid period will be considered when billing the jurisdictional agency, or when developing a cost share agreement. The jurisdictional agency will be determined as soon as possible. Initial attack resources include: Type III, IV, and VI engines, overhead personnel, dozers, lowboys, Type I and II FS hand crews and helitack crews. Flight time and aerial delivered suppressants from fixed and rotor wing aircraft are not part of mutual aid and requesting agency will be responsible for those costs.

Routine patrols of contained fires may be considered part of mutual aid even in the event the patrol takes place after the defined mutual aid period.

Structure protection costs are not subject to mutual aid and such costs will be covered by the agency with direct structure protection authority. The cost of aviation resources including flight time and ordered standby outside of normal operating hours are not subject to mutual aid and will be covered by the benefiting agency.

G. Establishment and revision of mutual aid dispatch areas

Refer to current 2014 GPC run cards.

H. Initial attack dispatch levels and determination

Initial attack dispatch levels will be determined by the GPC SOP's as approved by the GPC Board of Directors (BOD) for all Response Zones in the Black Hills Forest Fire Protection District. Run Cards have been developed for all response areas and will be validated annually by the GPC Operations Committee of which both BKF and SDWF are members. Jurisdictions may augment initial responses as deemed necessary and coordinate such action through GPC.

I. Dispatching and Resource Order Process

Dispatching and resource order process will be determined by the 2014 GPC SOP's approved by the BOD for initial attack areas of both jurisdictions and for extended attack operations.

Extended Attack assistance from Rural Fire Departments will be requested through GPC who will in turn contact the appropriate 911 emergency service center for a call out.

Request for BKF and SDDWF assistance including respective agency wildland fire suppression resources covered by agreement will be made through GPC.

Per South Dakota state law, requests from South Dakota counties for state fire resources will only be made by those authorized and designated by the county commissioners unless a Governors Declaration of Emergency is declared. A county resolution listing authorized designees must be on file with GPC. All resource orders for federal wildland fire suppression resources requested by the county or incorporated municipalities through the SDWF will be routed through GPC.

1) Boundary Fires

Initial attack procedures for fires within the jurisdictional areas of both agencies are defined by the 2014 SOP's developed for GPC implementation. Resources responding within the operational guidelines of these SOPs including any additional resources ordered through GPC by the fire command will be considered as reimbursable assistance to the jurisdictional agency.

Resources responding on behalf of any other agency or cooperator, whether or not a party

to this Annual Operating Plan and parent agreement, which respond independent of the agreed to dispatch procedures defined for GPC will be considered as having responded as a cooperator with a vested interest. For purposes of this Annual Operating Plan such cooperative assistance will not be reimbursed and is considered a cost borne by the cooperator based on their vested interest.

The first arriving suppression resource regardless of agency will assume command of an incident and will remain in command until such time that a qualified replacement from the agency with jurisdictional responsibility is on scene and a formal transfer of command has occurred.

2) Reinforcement and Support

See 2014 GPC Mobilization Guide.

3) Move-up and Cover Locations and Procedures

See 2014 GPC Mobilization Guide

4) Interagency Procurement, Loaning, Sharing, or Exchanging and Maintenance of Facilities, Equipment, and Support Services

The SDDWF agrees to provide pending availability and in accord with identified dispatch protocol; one (1) mobile tool cache; two (2) federally certified Type I Blackhawk helicopters with buckets (SD National Guard); two (2) federally certified Air Attack Platforms; two (2) Department of Interior Aviation Management (DOIAM) inspected Single Engine Air tankers; Type 4 Engines with Compressed Air Foam Systems; wildland Type 6 engines, dozer, mobile shower unit, Department of Corrections Crews (DOC Crews) and overhead. All costs of suppression assistance outside of the identified mutual aid period are reimbursable by the jurisdictional agency. Reimbursable costs include but are not limited to delivery, return, and labor costs to refurbish and replace damaged or lost equipment subject to provisions of the parent agreement. Upon written request the SDDWF may share facilities when determined mutually beneficial to both agencies. (See Section IX, Part F for clarification on items not covered under mutual aid).

The BKF agrees to provide wildland Type 6, 4 and 3 engines, initial attack hand crews and a IHC, overhead personnel, dozers, supplies and equipment as available, staffing and oversight of the Interagency Helitack Program, maintenance and operational oversight of the Rapid City Regional Air Tanker Base, maintenance, availability and administrative oversight of a 300 person tool cache located at the Forest Supervisor's Office in Custer, South Dakota. All costs of suppression assistance outside of the identified mutual aid period are reimbursable by the jurisdictional agency. Reimbursable costs include but are not limited to delivery, return, and labor costs to refurbish and replace damaged or lost equipment subject to provisions of the parent agreement. (See Section IX, Part F for clarification on items not covered under mutual aid).

Requests for resources will be made through the GPC by both agencies.

5) Interagency Sharing of Communications Systems and Frequencies

Both agencies signing this plan agree to share the use of their interagency fire suppression radio frequencies or talk groups upon written approval and authorization of request. Letters authorizing use of frequencies or talk groups will be kept on file at both agencies. Both agencies will utilize the communications protocol as outlined in the 2014 GPC Communication Plan and 2014 GPC Run Cards.

6) Wildland Fire Decision Support (WFDSS)

The jurisdictional federal agency will assume the lead for development of the Wildland Fire Decision Support System analysis. The Delegation of Authority will be drafted by the jurisdictional agency (s) with an appropriate signature block for each agency. Delegations of authority can follow format as identified in the Interagency Standards for Fire and Fire Aviation Operations 2014 or other formats as possibly identified in the BKF Fire Management Plan and or the SDWF Annual Fire Management Action Plan.

7) Dispatch Centers or Other Incident Support Facilities

The dispatch center for both agencies is located at the Great Plains Interagency Dispatch Center, in Rapid City, South Dakota. This center is the Zone Dispatch Center for the area covered in this agreement and is a third tier dispatch center under the Rocky Mountain Area Coordination Center in Lakewood, Colorado.

8) Post-incident Action Analysis

After Action Reviews (AAR'S) will be conducted at a level commensurate with the complexity of the incident and/or as requested by an agency participating in an incident.

9) Out-of-Jurisdiction Assignments

Each agency is responsible for the certifying qualifications and required standards of their personnel and equipment for out-of-area assignments. Certification must meet NWCG standards as identified in PMS 310-1 Publication (October 2013version).

VIII. Aviation Procedures

A. Aviation Map and Narrative

1) Hazards

Updated Flight Hazard Maps are located at the Interagency Helitack base at Custer County Airport, the Rapid City Regional Air Tanker Base and at GPC. Copies of Flight

Hazard maps are available upon request to the BKF Forest AFMO.

2) Sensitive Zones (urban interface, aquatic wilderness, etc.)

See Section V. Part D, Special Management Consideration for areas where sensitive considerations might apply.

3) Helispots, dip sites

All helispots, dip sites and other helicopter flight operations whether logistical or tactical must be approved by a fully qualified helicopter or helibase manager. Special attention should be given to dip sites on private property not covered by land use agreements.

4) Automatic dispatch zones (tied to preparedness planning)

Run Cards are established and annually updated. All initial attack (IA) on respective jurisdictions is conducted in accord with standard run card process.

5) Detection routes

Detection flights will follow flight paths and check-in locations as identified on the GPC flight following map. Direction/sequence of flight path will be determined by the requesting jurisdiction/agency FMO.

6) Foam/retardant restriction areas

See Section V. Part D, Special Management Consideration for areas where restrictions might apply. See 2014 USFS Retardant Avoidance Area Map.

B. Flight Following/Frequency Management

Aircraft operating within the GPC area will be coordinated through GPC. Border fires or transfers will be coordinated between dispatch centers on a case by case basis.

C. CWN Aircraft, Tactical and Support Aircraft

1) BKF Responsibilities

A request for SDDWF Single Engine Air Tankers (SEATs) will be made through GPC or be dispatched through established run card process.

When SDWF SEATs are requested by the BKF the SEATs will be operated under the direction of the 2014 Call When Needed Seats (CWN) National Contract.

If a request is made to place the SEAT aircraft in standby status, and if an order is placed

by the BKF before 12 p.m. (noon) Mountain Time the BKF will be responsible for a full day of aircraft availability cost. For normal initial attack response, the flight time will be prorated following the Measurement and Payment Schedule in the CWN SEAT National Contract.

For National Forest incidents located more than a 60 mile radius of a SEAT base the Forest Service will be responsible for the costs of providing water, foam concentrates and retardants to the SEAT contractor as stated in the CWN SEAT National Contract.

It will be the responsibility of the Incident Commander to release the SEAT's back to the appropriate SEAT Base once the aircraft is no longer needed.

2) SDWF responsibilities

SDWF will ensure that the SD SEAT's that are available for wildland fire assignments will conform with the current CWN SEAT National Contract and that the pilot and aircraft are carded by the DOI, Aviation Management (OAS).

The SDWF will provide a SEAT base of operation at either Rapid City Regional Airport, Hot Spring and Newcastle as long as the incident or wildland fire is within the 60 mile radius. When the incident is outside the 60 mile radius the SDWF will operate a temporary SEAT Base at predetermined airports. All costs related to out of area operations will be the responsibility of the jurisdiction of the incident or when the incident is multi-jurisdictional, as provided in the cost share agreement.

D. Fixed Wing Base Management

Any SEAT base managed by the SDWF is staffed with a qualified SEAT manager during operational hours.

When using the SEATs at small airports across South Dakota away from permanent bases a qualified SEAT manager must be present or ordered/en route to the airport.

Local fire departments are used to support the SEAT operation with water and foam. SEAT operations at small airports are coordinated through GPC.

E. Single Engine Air tanker Bases

The SDWF currently stations it's SEATs at the Rapid City Air Tanker Base located at the Rapid City Regional Airport, Hot Springs, Lemmon, Pierre, Buffalo or Newcastle airports. All Single Engine Air Tanker operators contracting with the SDDWF must maintain a support/service vehicle capable of transporting and supporting fuel and loading operations at airports away from permanent bases.

Flight Following is a shared responsibility of both GPC and the ordering agency.

F. Lead plane/Air Attack Activation

Requests for lead planes/air attack are coordinated through GPC.

G. Aviation Requests and Operations

1) Initial Attack

All requests for aviation resources within the GPC Zone will be placed through GPC.

2) Boundary Fires

All fires within the GPC Zone are coordinated through GPC. Zone boundary fires are coordinated based on agreed to procedures at the time of the incident by the two Zone Centers and respective jurisdictions.

3) Mutual Aid Procedures

See "Mutual Aid" discussion in Section IX Part F. The flight time for aviation assets will not be covered under mutual aid and the requesting agency will incur costs for all aircraft time including ordered standby outside of normal operating hours.

4) Air Space Restrictions:

Requests for TFR's will be placed with GPC for both SDWF and the BKF.

H. Inspection Schedules (Fixed and Rotor Wing):

If the SEAT's are not covered under the Federal CWN source list, then the SDDWF will coordinate annual inspections of the state-contracted SEAT's by the DOIAM.

Annual inspection of State Owned aircraft will be coordinated through the State Fire Aviation Officer and the USFS R2 Regional Aviation Officer. These inspections should be attempted to be completed by May 1 Annually.

The SDWF annually coordinates inspections of the South Dakota National Guard helicopters with the United States Forest Service, Regional Helicopter Coordinator.

A copy of the inspection approvals will be kept on file at the GPC and by each agency.

IX. Fire Prevention

A. General Cooperative Activities

The SDWF and the BKF will be jointly responsible for coordinating annual fire prevention activities within their areas of responsibilities. Coordination and cooperation will be

channeled through the prevention committee within the GPC Board of Directors.

B. Information and Education

1) Fire Danger Information (NFDRS), Remote Automated Weather Stations (RAWS)

a. RAWS locations

Name	NWS ID.	Latitude Longitude	Key Code Long	Key Code Short
Nemo	#392506	44° 11' 23' 103 30' 35'	0308	0309
Red Canyon	#395105	43° 25' 33' 103 45' 32'	0315	0316
Bearlodge	#480605	44° 35' 50' 104° 25' 38'	0301	0302
Custer	#393506	43° 46' 26' 103° 36 40	4358	4359
Baker Park	#392606	43° 58' 46' 103 25' 30'	0203	0204
Custer State Park	#393507	43° 72' 86' 103° 35' 42'	120	110, 100
Whitetail Peak	#392607	44° 07' 34' 103° 50' 38'	2567	2568

When dialing into a station make sure you hold down the PTT button an extra second or the station may not pick up the Voice Activation trigger.

Long: Voice read out will include: Air temperature, Relative Humidity, Wind Speed, Wind Direction, Peak Wind Speed, Peak Wind Direction, Fuel Moisture, Fuel Temperature, Battery Voltage, Rain and Solar Radiation.

Short: Will list the station ID then Air temp, Rh, and Wind Speed.

b. Data Sharing and Methods

GPC and Zone/Unit FMOs will share data through GPC as a central clearing house.

c. Fire Danger

Fire Danger information is available on the GPC website.

d. Fire Prevention Signs

Fire prevention signing is the responsibility of respective agencies for their jurisdictional areas.

2) Joint or Single Agency Press Releases

The Great Plains Fire Information group is responsible for providing initial attack incident information. Press Releases are approved by the jurisdictional agency and issued by the group. Once an incident becomes complex, information duties are the responsibility of the home unit.

3) Smokey Bear Program

4) Red Flag Operations

Red Flag warnings are Issued by the NWS and disseminated through GPC.

5) Drought Information

Drought information and related fire prediction is provided by the National Weather Service and Rocky Mountain Predictive Services. Fuel moisture data collected by respective agencies will be provided to the South Dakota State Fire Meteorologist for posting to the web site. (<http://www.ias.sdsmt.edu/clabo/index.htm>)

6) Firewise

Both agencies will incorporate common *Firewise/Fire Safe* terminology in all consultations with homeowners in relation to home protection and defensible space.

C. Engineering

1) Land Use Planning (Wildland-urban Interface)

Land use planning is a function of local County government in cooperation with input from Federal and State fire management professionals.

2) Defensible Space and Fuels Treatment

Defensible space and fuels treatment within the WUI are collaborative functions of the respective jurisdictional FMOs, the fuels committee within the GPC Board of Directors and local property owners.

SDCL 21-10-26 and 21-10-27 address the abandonment of untreated logging slash in a timber harvesting operation consisting of ten acres or more as a public nuisance. Abandonment of untreated logging slash in a timber harvesting operation of ten acres or

more is a Class 1 misdemeanor.

3) Railroads and Utilities

The railroad tracks owned by the Black Hills Central Railroad (1880 Train), located in Hill City South Dakota, do not cross National Forest System Lands within the Black Hills National Forest.

D. Enforcement

1) Issuing Open Burning and Campfire Permits

Burning permits are required for all open burning in the Black Hills Forest Fire Protection District as provided for in South Dakota State law.

Burning permits for debris/slash pile burning are issued by GPC on behalf of the SDDWF. Burning permits for campfires are issued by the local SDWF Fire Management Officer.

Permits for campfires on BKF lands may be issued by BKF Fire Management Officers.

2) Restrictions and Closures, (Initiating, Enforcement and Lifting)

Restrictions and closures and will be coordinated with individual counties and through the GPC Board of Directors.

3) Fire Investigations

Agencies will notify each other whenever a fire on the other's jurisdiction is suspected to be person-caused. The jurisdictional agency will make a determination and be responsible for requesting a fire investigator on their lands, if warranted, through GPC. The costs of fire investigation will be borne by the jurisdictional agency or in the case of a multi-jurisdiction fire, based on the incident cost share agreement. Generally speaking, fire investigation reports should be submitted to the jurisdiction(s) authority within 15 days following an investigation request. All investigation information is the property of the jurisdictional agency and will be shared between agencies when requested.

Both jurisdictions will be responsible for adjudicating criminal and civil fire trespass on their own jurisdiction. In the event that both or additional jurisdictions are involved, it will be a joint responsibility.

X. Fuel Management and Prescribed Fire Considerations

A. Cooperative Fuels Management Projects

Each project undertaken under the terms of this agreement will require an approved Prescribed Fire Project Burn Plan. The Prescribed Fire Project Burn Plan, signed by authorized line representatives of each agency cooperating on the project, shall briefly summarize the nature of and the reasons for the joint project and shall display the estimated project costs (including administrative costs), project benefits, suppression cost responsibilities should an escape be declared a wildfire, and the respective implementation costs to be assumed by each jurisdiction involved in the project.

The SDDWF will represent all other South Dakota state agencies that may be involved when their lands are involved in a joint prescribed burn. This representation includes coordination, dispatching, processing bills and making payments.

Whenever possible, prescribed burn projects should be planned and responsibilities, costs, and benefits, other than suppression cost responsibility, apportioned so that the project can be conducted with a minimum monetary exchange.

Both BKF and SDDWF agree to provide subject to availability, resources in support of and as requested by the other agency for assistance in implementing fuels reduction and other fire or fuels related activities.

The Prescribed Fire Project Burn Plan will include all standards and specifications for project execution as provided for or required by each respective agency. Each agency will determine and certify the qualifications of its own personnel and equipment for prescribed fire positions using jointly agreed upon interagency prescribed fire qualification standards.

B. Fuels and Prescribed Fire Management Support

Agencies are encouraged to cooperate with one another in completing prescribed burning and fuel treatment projects. This support may be in the form of personnel and/or equipment assistance (paid or contributed) as provided for in the Interagency Cooperative Fire Management Agreement (R2 Agreement #07-FI-11020000-001/BKF Agreement# 07-FI-11020300-029) and as discussed in the previous paragraph.

In the case of fire management support, the cooperating agency may bill the receiving agency for all costs associated with providing assistance, exclusive of normal administrative and dispatch support (occurring during normal work hours). This includes, but is not limited to: vehicle costs (mileage or hourly), regular hourly wages (operations personnel), and over-time wages (operations personnel). Such reimbursable costs must be identified prior to implementation and documented through resource orders or other documentation.

XI. Cost Reimbursements

A. Non-reimbursable Items

Appropriated Fund Limitations: Nothing herein shall be interpreted as obligating the BKF or the SDWF to expend funds, or as involving the United States or the State of South Dakota in any contract or other obligation for the future payment of money in excess of appropriations

authorized by law and administratively allocated for the work contemplated in this Agreement.

B. Reimbursable Items

All support and or assistance by one jurisdiction to the other is considered as reimbursable when provided through SOPs or as identified in section XII above or as outlined below and in Section IX Part C – Mutual Aid.

Prescribed Fires and Project Work:

Reimbursement procedures will be consistent with the Interagency Cooperative Fire Management Agreement. Rates for contracted resources through the SDDWF will be consistent with those established in the South Dakota Forest Fire Suppression Agreement, Appendix A Work and Payment for Fire Suppression Forces.

As provided in the South Dakota Forest Fire Suppression Agreement, Appendix A Work and Payment for Fire Suppression Forces, contractors may provide resources at reduced or no cost to the requesting agency for prescribed fire or fire/fuels activities other than IA.

Whenever reimbursement is warranted for such assistance, agencies will agree upon rates prior to commencement of activities. Documentation of requested assistance will be through a resource order placed through GPC specifying the type and quantity of resources requested or through separate documentation prior to project implementation. Reimbursement process will follow the same format as for fire suppression reimbursement utilizing resource orders or other appropriate documentation for billing purposes.

Fire suppression - initial attack:

Reimbursable assistance is considered a form of assistance for hire. For purposes of this annual operating plan, costs incurred by one agency on behalf of assistance to the other are considered costs to be reimbursed except as provided for in mutual aid. Reimbursable assistance is that assistance that is either requested through GPC by the jurisdictional agency/field incident commander or that is dispatched through GPC under jointly developed SOPs for initial attack (run card) procedures. Requests for assistance by an incident commander will be made through GPC and documented in dispatch logs or as numbered resource orders. Resources responding to an incident outside of normal initial attack process or absent a resource order are not considered to be reimbursable assistance.

Except as otherwise provided herein, all costs incurred as the result of an incident and documented as stated above are generally reimbursable, such as but not limited to:

Costs incurred for suppression and move-up and cover resources (excluding base 8 salaries for move-up and cover).

Transportation, salary, and per-diem of individuals assigned to an incident.

Additional support dispatching services requested through a resource order.

Cost of equipment in support of the incident. Included in equipment costs are contract

equipment costs and operating cost for agency equipment.

Operating supplies for equipment assigned to the incident, such as fuel, oil, and equipment repairs.

Aircraft, airport fees, foam, and retardant costs.

Subject to terms and conditions of the parent agreement, agency-owned equipment and supplies lost or damaged, or expended by the supporting agency.

Cost of reasonable and prudent supplies in support of an incident.

Charges from the SDDWF for state controlled resources, such as resources from other state agencies, inmate crews, National Guard helicopters, etc.

C. Mutual Aid

Refer to Section VII Part F.

D. Wildland Fire Prevention

Wildland fire prevention is coordinated through the Fire Prevention and Education Committee within the GPC Board of Directors in coordination with local agency offices. Reimbursement for prevention activities assistance between BKF and SDDWF is allowed if requested and agreed to prior to convening activities. Reimbursement is processed in accord with provisions of this section.

E. Wildland Fire Readiness

Each agency will maintain a year around fire suppression capability at their expense.

F. Wildfire Suppression

1) Dispatching

The SDWF will represent all S.D. Fire Departments who have signed a current State of South Dakota Forest Fire Suppression Agreement. The terms and conditions including reimbursement for services will be in accord with that agreement.

2) Initial Attack

The BKF will reimburse the SDWF for its contracted rural fire department resources used for initial attack on BKF lands in accordance with the current South Dakota Forest Fire Suppression Agreement.

3) Reinforcements

4) Aviation

The BKF will pay for SEAT costs in accord with provisions of the current year state of South Dakota contract when such resources are ordered through GPC in support of wildland fire on BKF lands. Costs incurred for ground support personnel, SEAT base managers, and other personnel required in the State of South Dakota SEAT contract to support the SEAT operation, will be included in the cost for state aviation resources.

5) Cost Share Plan

Cost Sharing: A cost share agreement will be prepared by the responsible unit administrator(s) or their authorized representative when there is (1) a multi-jurisdictional incident or (2) an incident which threatens or burns across direct protection boundaries of the SDDWF and BKF. Cost share agreements for size class A, B, and C fires that fall outside of the mutual aid period may be based on proportionate jurisdictional acres plus costs associated with structural fire suppression and protection. Cost share agreements for size class D and above fires will be negotiated on a per fire basis regardless of selected strategies and tactics including those fires that may be managed for multiple objectives.

The agencies agree that all reasonable and necessary costs incurred to meet the protection responsibilities within each agency's direct protection area will be the responsibility of that agency. The agencies agree that in the event a nongovernmental contract resource is used on a incident that the agency requesting the resource may make payment for services rendered directly to the contract resource under another agency's contract. Federal agencies can only pay from nonfederal contracts if a federal contracting officer reviews and cosigns the nonfederal contract. Typically, suppression actions and their associated costs are driven by perceived threats to values at risk. Values at risk may, in turn, require more intensive suppression efforts and therefore, higher suppression costs in one agency's direct protection area than in another. These situations will be considered when determining each agency's share of costs for an incident.

For fires where values at risk are typically associated with natural resources on undeveloped lands and when those resources are uniform across jurisdictions it is usually appropriate to share costs based on the percentage of acres burned on each jurisdiction. Fires occurring within urban interface areas with high value improvement at risk or whenever resource values (natural or other) differ significantly across jurisdictions may require an assessment of suppression efforts (costs) directed at protection of respective resources/values are required. This assessment may provide the basis for identifying cost shares in the agreement. Unless unusual circumstances exist it is the intent of this AOP that a Cost Share Agreement will be completed prior to the fire being declared contained for all extended attack fires.

For temporary support level functions, pre-positioning of suppression resources or

facilities established during periods of extraordinary fire activity or as authorized under Fire Severity conditions defined by each jurisdiction, similar cost sharing procedures may be used.

Procurement: The SDDWF receives its procurement authority from state laws, and is therefore not subject to federal procurement laws. Whenever the SDDWF is responsible for the management of an incident the SDDWF will comply with state laws and regulations covering procurement. Procurement costs by one agency in support of another that are reasonable and prudent may be charged to the protecting agency as a condition of reimbursable assistance.

Equipment loaned by one party to another shall be ordered through normal dispatching channels. Loaned equipment becomes the responsibility of the borrower, and shall be returned in the same condition as when received, normal wear accepted. The borrower will repair damages in excess of normal wear and will replace items lost or destroyed.

6) Out-of-Jurisdiction Assignments

7) Common provisions

The BKF and SDDWF agree:

To reimburse each other for reasonable expenses incurred in furnishing emergency fire fighting personnel. Reimbursable expenses are covered at length above.

All claims by a third person arising under this agreement will be considered under appropriate laws and regulations of the respective agency those claims which solely from a wrongful or negligent act or omission of the other agency.

In the event that agency property is damaged or lost, an investigation shall be made by a committee composed of representatives of each agency. This committee shall investigate the circumstances in connection with the use and damage or loss and make recommendations for reimbursement, replacement, or repair.

Claims for losses and/or damages of agency property are subject to interpretation under clause # 45 and #46 of the "Interagency Cooperative Fire Management Agreement".

Reimbursement for authorized expenditures should be made within 60 days from receipt of a billing certified correct by the billing agency and when accompanied by information supporting the expenditures claimed.

To afford sending agency fire fighting personnel, when engaged in fire suppression, the same immunity from liability for trespass and damage claims as is afforded to fire fighters of the receiving agency.

That fire fighting personnel assigned to emergency fire suppression work shall be individuals qualified according to the current version of the NWCG PMS 310-1 for

employees and contractors of the State of South Dakota and Forest Service Handbook 5109.17 for employees of the Forest Service.

To arrange transportation to and from a designated dispatch point accessible to commercial aircraft for fire fighting personnel, will be arranged by and coordinated through GPC.

To furnish a manifest showing fire fighter's name, weight, address, social security number, fire assignment, and pay category (State or Federal).

To make accounting records available to the other agency for purposes of verifying any specific item on the billing as discussed.

During initial attack, both agencies accept the qualification standards of other jurisdictions. Once jurisdiction is clearly established, then jurisdictional agency standards will apply.

Fire Numbers: Agencies will share their respective individual fire numbers for cross-referencing purposes.

8) Billing procedures

Billing Content:

SDWF - A separate bill will be submitted for each fire. Bills will be identified by fire name, location, jurisdictional unit, and appropriate order number. Documentation in support of the billing will include:

- Cooperator name, address, phone number and agency financial contact
- Invoice or bill number
- Agreement number
- Resource Orders
 - In State – Required unless within initial attack area or Dispatcher time. For Dispatcher's they will be noted with (No Resource Order – DSP) and all other resources will be noted with (No Resource Order – IA).
 - Out of State – Required for all out of state assignments.
- Inclusive dates
- Name of incident and incident number
- Location and jurisdictional unit
- Appropriate incident number and agency job code
- Documentation Requirements: For all fires there will not be CTR's or OF-288's for Dispatcher time.

In-State:

- Copies of Fire Time Reports (Emergency Fire Fighter Time Report (OF-288 and/or the SD Crew Time Report (AG-DOF-217/05), for state employees.
- State equipment usage will be documented on the SD Crew Time Report (AG-DOF-217/05).
- Copies of Travel Vouchers for state employees, travel expenses.
- Fire Suppression Cost Statements and SD Crew Time Report (AG-DOF-217/05), from Volunteer Fire Departments.
- Copies of all invoices for purchases of supplies.

Out-of-State:

- Copies of Fire Time Reports (Emergency Fire Fighter Time Report (OF-288 and/or the SD Crew Time Report (AG-DOF-217/05), for state employees.
- State equipment usage will be documented on the SD Crew Time Report (AG-DOF-217/05).
- Copies of Travel Vouchers for state employees, travel expenses.
- Fire Suppression Cost Statements and/or Equipment Use Invoice and/or SD Crew Time Reports (AG-DOF-217/05)
- Copies of all invoices for purchases of supplies.

- Additional Documentation – Examples of some additional documentation that maybe required is copies of Cost Shares, trespass or other inquiries.
- Signature and title of Agency official

Cost source documents will not be required unless summary cost data is disputed or needed to fulfill review requirements (e.g. FEMA), or for determining allowable costs under cost-share agreement. Summary cost data include, but is not limited to, a list of personnel expenses including base, overtime, and travel and a listing by vendor name and amount spent for supplies and services procured.

USFS BKF - A separate bill will be submitted for each fire. Bills will be identified by fire name, location, jurisdictional unit, and appropriate order number. Documentation in support of the billing will include:

- Cooperator name, address, phone number and agency financial contact
- Invoice or bill number
- Agreement number
- Resource Order – Required unless within initial attack area or Dispatcher time. For Dispatcher’s they will be noted with (No Resource Order – DSP) and all other resources will be noted with (No Resource Order – IA).
- Inclusive dates
- Name of incident and incident number

- Location and jurisdictional unit
- Appropriate incident number and agency job code
- Summary cost reports generated by the Agency to support the billing, including applicable cost share agreements.
 - Copies of Fire Time Reports (Emergency Fire Fighter Time Report (OF-288 and/or Crew Time Reports (SF-261)
 - Summary of travel charges and receipts
 - Equipment Use Invoice and Daily Shift Tickets
 - Additional documentation may be required for fires with a FEMA declaration.
 - Credit card bill and/or list of purchases
- Signature and title of Agency official

Cost source documents will not be required unless summary cost data is disputed or needed to fulfill review requirements (e.g. FEMA), or for determining allowable costs under cost-share agreement. Summary cost data include, but is not limited to, a list of personnel expenses including base, overtime, and travel and a listing by vendor name and amount spent for supplies and services procured.

9) Resource Use Rates:

Each agency will be reimbursed for actual expenses; i.e. salaries, equipment rates and replacement of materials/supplies used in the suppression operation and not replaced at the incident.

XII. General Procedures

A. Periodic Program Reviews

The agencies will meet annually prior to the GPC Board of Directors meeting.

B. Annual Updating of Plans

This Annual Operating Plan will be updated prior January 31 each year.

C. Changes During Year (due to budget cuts or supplemental funding)

That nothing herein shall be construed as obligating the BKF or SDWF to expend, or as involving the United States or the State of South Dakota in any contract to other obligation for future payment of money in excess of appropriations authorized by law.

D. Resolution of Disputes Procedure

See Interagency Cooperative Fire Management Agreement.

XIII. Directory of Personnel and /or Authorized Representatives

A. Directory of Personnel

See GPC Mobilization Guide

B. Authorized Representatives

Black Hills National Forest:

The designated representative for the BKF is the Black Hills National Forest Fire Management Officer.

South Dakota Department of Agriculture, Division of Wildland Fire:

The designated representative for the SDWF will be the Director of the Wildland Fire Division, Department of Agriculture.