



File 1230/5130  
Code:  
Route To:

Date: August 31, 2017

Subject: Letter of Delegation

To: Kelly Zombro, Incident Commander

Effective Saturday, September 2, 2017 at 0600, you are delegated authority within the unified command structure with CAL FIRE to manage the Salmon-August Complex burning on the Salmon/Scott River Ranger District of the Klamath National Forest. This complex is made up of the Mary, Grizzly, Garden, Island, Pointers, Rush and Wallow fires. You have full authority and responsibility for managing incident operations within the framework of legal statute, current policy, and the broad direction provided in your oral and written briefing materials. This letter serves to outline my specific objectives and operational guidelines for the management of these fires.

The paramount incident management objective is to provide for the safety of the public and fire personnel while this incident is under your management. My other incident objectives include:

- Implementing suppression actions that have a high potential for success while carefully weighing exposure to firefighting resources.
- Weighing all potential suppression actions in consideration of the values at risk.
- Work to protect private timberlands and private property within and adjacent to the planning area.
- Minimizing suppression-related undesirable fire effects.
- Maintaining and strengthening relationships with partner agencies, organizations, tribes, and community groups and members.
- Adopting decisions and actions that thoughtfully consider fire fighter exposure, especially with respect to the four issues identified via 2016 Life First dialogues (communications, driving, aviation, and mop-up). Be prepared to regularly discuss these considerations with me or my Representative.

Please refer to the materials provided by the Forest at the in-brief in answering questions regarding specific policies, and operating and reporting requirements.

My expectation is that you will be in close communication and coordination with the local unit in initial attack of new fire starts within the temporary flight restrictions (TFR) established for the fires or adjacent to them along with the remainder of the Salmon River Division. I know that a protocol has been put in place for air operations within the TFR and that the protocol is currently being updated to provide for medical and other emergency response within the area. It is vitally important that we have clear protocols in place, and follow them carefully, in addressing how we will communicate with, and potentially provide assistance to, our local emergency response partners and cooperators.

The Klamath has a community liaison program, established to provide incoming IMT's a local contact to coordinate communication and information between the IMT and the community. Should a liaison

be designated, the contact information for that person will be provided to you by District Ranger Ted McArthur. Please extend the liaison every courtesy and ensure that s/he is integrated into team planning and operations to the extent s/he desires. In addition, establishing and maintaining excellent general public relations and providing timely and accurate information to local stakeholders is critical. The timely production of news releases, updates to inciweb, and the professional conduct of public meetings are important components of our shared success with this complex.

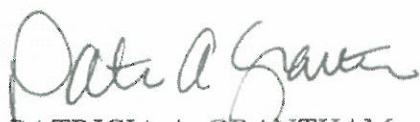
The Klamath National Forest Agency Administrator Representative for these fires will be Salmon/Scott River District Ranger Ted McArthur. Ted may be reached at 530-598-4181. The alternate agency administrator for SSRD is Deputy District Ranger Ruth D'Amico; she may be reached at 530-598-9035. Acting Klamath Forest Fire Management Officer Chris Hays may be reached at 541-205-8880. Klamath Deputy Fire Management Officer Mike Appling may be reached at 530-598-4142. My alternate agency administrator is acting Klamath Deputy Forest Supervisor Kris Sexton; she may be reached at 970-214-1441.

Specific incident requirements can be found in the WFDSS documents for this incident. Additional authorities, requirements, expectations and contacts are as follows:

- As noted at the beginning of this letter, safety will be the number one consideration in determining strategies and tactics to suppress this fire. Protection of life is your first priority. Klamath Forest Safety Officer Amy Jesswein is available to provide local information if needed and can be reached at (530) 598-4107. If you are unable to reach Ms. Jesswein, the Agency Administrator Representative or I will serve as the alternate safety contact. Any medical issues that require transport to off-site medical facilities need to be reported immediately to Ms. Jesswein or to Yreka Interagency Command Center, who will deploy Klamath NF hospital liaison support.
- Make prompt notification should any significant accident(s) occur. Initial on-site investigations by incident personnel must be conducted according to the USDA Forest Service Accident Investigation Guide (2005). Incident resources will be made available as needed to assist. We may retain the authority to do our own accident investigations.
- Ranger McArthur will designate resource advisors and tribal advisors as necessary. Please ensure these READS and tribal advisors are well integrated into your operations.
- Fiscal integrity is a high priority in management of the incident. It is the goal of the Forest to manage the incident in the most cost-effective manner possible. We ask that you document the measures your team takes for cost containment. Emphasize accountability for supplies ordered. Keep the incident loss tolerance within 15%. Please provide the Agency Administrator Representative with daily costs and an ICS-209 by 1000 each morning.
- The Law Enforcement point of contact for the Klamath NF is Acting Patrol Captain Michelle Barrios. Captain Barrios can be contacted through Yreka dispatch or at (619) 318-1074.
- The team will take appropriate measures to reduce chances of increased noxious weed spread onto the Forest.
- Please involve the appropriate cooperators in your incident operations and actions.

- Forest Prevention Officer/Public Affairs Officer Josh Veal will serve as the primary point of contact for fire related information at this time. Josh can be reached at (530) 905-8432 (cell).
- In addition to serving the needs of the media, the Incident Information Plan should address providing information to the communities within the area, Forest recreation sites, travelers and Forest employees.
- Ranger McArthur will serve as the approver for the use of mechanized and motorized equipment within Wilderness as it relates to emergency situations. I will serve as his alternate. Wilderness intrusions must be tracked by the team and reported back to the Klafnath.
- Please track any tactical burning the team may implement. My expectation is that this information will be recorded each day on a map showing the area of burning, why it was necessary, and the location of the main fire with respect to the action. This includes any and all tactical burning activity.
- Accept as many trainees as your team can provide quality assignments for. The Forest fully supports the use of trainees on the incident. Be sure that your use of any training positions is in accordance with National and USFS policy and direction.
- Please utilize local vendors for incident needs to the extent allowable, economical and practical.
- You are expected to provide a harassment-free workplace. You are responsible to take prompt action if any human resource issues occur on this incident. I expect all issues to be resolved by the end of your assignment, and to be regularly briefed on any incidents. You are required to report all alleged incidents of harassment (both sexual and non-sexual harassment) to the Agency Administrator Representative as soon as possible after learning of the alleged incident (normally within 24 hours).
- You are responsible for following the national policy on drug and alcohol use on fires. We expect you to take immediate action with any violations of the policy.

We appreciate your assistance in managing this fires. Please do not hesitate to contact me at any time should questions or coordination needs arise. I may be contacted at (530) 841-4502 (office), (530) 598-4160 (cell) and (530) 842-1924 (home).

  
 PATRICIA A. GRANTHAM  
 Forest Supervisor

Delegation accepted: \_\_\_\_\_

  
 KELLY ZOMBRO, IC

Date: 9/3/17