

**Slater Fire**  
**CA-KNF-007035**  
**Demobilization Plan**  
September 15, 2020

Prepared By:  9-15-20  
Alan Taylor, Planning Section Chief Date

Reviewed By:  9/15/20  
Eric Bevis, Yreka Expanded Dispatch Date

Reviewed By:  michelle Renfro 9/20/20  
c/o Lisa Smyth, Rogue River Expanded Dispatch Date

Reviewed By: \_\_\_\_\_  
\_\_\_\_\_, Oregon State Fire Marshal Date

Reviewed By: \_\_\_\_\_  
\_\_\_\_\_, Oregon Division of Forestry Date

Approved By: \_\_\_\_\_  
Daren Dalrymple, Incident Commander Date

# **Slater Fire Demobilization Plan**

## **I. GENERAL INFORMATION**

1. Resources (equipment and personnel) will leave the incident when authorized to do so.
2. Resources not ordered through Yreka Interagency Communication Center (YICC) will demob through their own dispatch.
  - a) Oregon State Fire Marshall
  - b) Oregon Division of Forestry
  - c) Six Rivers NF – (FICC)
  - d) Rogue River-Siskiyou NF – Rogue Valley Interagency CC (RVC)
  - e) All others will demob through YICC.
3. If within 14 days after release from the incident any incident personnel presents with signs and symptoms of COVID 19 (presumptive diagnosis by a medical professional) or tests positive (confirmed case) within 14 days after their assignment, they must contact the Klamath National Forest COVID Incident Management Organization (KNF-IMO).
4. The objectives of this plan are:
  - a) To demobilize resources from the incident in an orderly manner.
  - b) To return all resources to their home units safely, with minimal delay.
  - c) To minimize costs by implementing coordinated release procedures.
  - d) To identify resources available for reassignment to other incidents.
5. Incident resources must meet their home agency's travel/rest requirements. Section Chiefs should ensure compliance with work/rest cycles prior to placing resources on tentative release lists.
6. No crews, engines, equipment or overhead are to be released if they cannot reach their home destination by 2200. If travel to the home unit cannot be accomplished in one driving period resources will be given instructions to Remain Over Night (RON) by 2200 each night and to communicate their RON location with their home unit ECC and the Yreka Expanded Dispatcher.
7. The incident will attempt to organize the release of resources from the same agency or units at the same time. Resources that traveled together to the incident together should be released together.

## **II. RELEASE PRIORITIES**

Release priorities for resources assigned to the Slater Fire are as follows:

1. Out of Geographic Area
2. Contracted Resources
3. Local Government Resources
4. State Resources
5. Federal Resources

### **III. RESPONSIBILITIES**

1. Section Chiefs
  - a) Submit tentative release lists to the Demob Unit. Tentative releases should to be identified at least 24 hours in advance (Air Travel requires 72 hours prior notice).
  - b) Ensure all resources meet their agency's travel/rest requirements before identifying them for release.
2. Planning Section
  - a) The Demobilization Unit will facilitate the incident demob process and will develop the demobilization plan.
  - b) The Demobilization Unit will coordinate demobilization between the incident and Expanded Dispatch.
3. Logistics Section
  - a) Logistics will clear all items checked out from Communications and Supply.
  - b) Ground Support will coordinate safety inspections for all vehicles prior to departing the incident.
4. Finance Section
  - a) Finance will ensure personnel time and equipment time reports are completed prior to incident resources departure from the incident.
  - b) Finance will ensure compensation documentation and claims reports are completed prior to incident resources departure from the incident.

### **IV. RELEASE PROCEDURES**

1. Section Chiefs identify surplus resources and submit tentative release lists to the Demob Unit. Demob will forward the tentative release list to Expanded.
2. Demob will coordinate special transportation arrangements with Expanded Dispatch, if needed.
3. Demob will notify surplus resources when to begin the demob process.
4. Demob will provide resources with ICS-221 Demob Check Out Form.
5. All property must be returned and accounted for prior to resources departing the incident.
6. Items checked out from Supply and Communications will be cleared through Logistics.
7. Incident personnel will pick up their time reports from the Time Unit just prior to departing the incident.
8. The Documentation Unit will collect documentation forms, such as unit logs and performance evaluations just prior to departure from the incident.
9. The Demobilization Unit will forward the completed 221 to Expanded Dispatch before resources depart the incident, and provide estimated time of arrival to their destination point. Expanded Dispatch will enter release information in ROSS to notify home unit.

## V. EMERGENCY RELEASE PROCEDURES

The Demobilization Unit is responsible for coordinating all emergency and disciplinary demobilizations. The Emergency Release Form will be used to document actions/notifications and faxed to Expanded.

1. Medical Emergencies: The Medical Unit Leader is responsible for all medical emergency actions and implementation. After individuals are under care and safely transported, it is the immediate supervisor's responsibility to check with the Demob Unit to complete demobilization of the individual, including processing through Finance, Supply and other necessary sections.
2. Personal Emergencies: Information regarding personal emergencies may reach the incident through numerous channels. Whenever possible, the immediate supervisor and agency or regional liaison officers will be contacted by the Planning Section. If possible, the supervisor or liaison will accompany the individual through the demobilization process and provide personal and administrative support.

## VI. CONTACTS

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