



Forest
Service

Modoc
National
Forest

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File Code: 1230
Route To:

Date:

Subject: Delegation of Authority For Modoc Lightning Complex Fire CA-MDF-00343

To: Program Managers, Forest Leadership Team

Attached is the completed letter of delegation for CA-MDF-00343 to Kent Swartzlander, IC Nor-Cal Team 1. This delegation is effective as of 0900, July 27, 2010 and will remain in effect until rescinded.

A handwritten signature in black ink, appearing to read 'Robert G. Trujillo'.

ROBERT G. TRUJILLO
Acting Forest Supervisor



CALIFORNIA WILDFIRE COORDINATING GROUP



IMT Delegation of Authority

Date: 07/27/2010

To: Kent Swartzlander, Nor-Cal Team1 Incident Commander

From: Robert G. Trujillo, Acting Forest Supervisor Modoc National Forest

Subject: Modoc Lightning Complex, CA-MDF-00343 Incident Delegation of Authority

Effective at 0900 hours on 07/27/2010, you are delegated authority as the Incident Commander for the overall management of the Modoc Lightning Complex Fire, CA-MDF-00343 Incident on the Modoc National Forest. This delegation carries with it the full responsibility for managing the incident. 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. You are expected to do a complete and efficient job, while providing for Safety First. Safety will be the number one priority throughout the incident.

I expect open communication during all phases of management under this delegation. Please ensure the immediate notification of any significant concerns, issues or events as they arise.

I will meet with you at the end of the incident for a closeout briefing. A formal evaluation of your performance will be conducted prior to your departure from the incident. This formal evaluation may be followed up within sixty days after your departure once the Forest has had the opportunity to review accountability, claims, financial matters, and other items that require time to evaluate.

I have confidence in the abilities of you and your team, and appreciate the technical expertise that you offer us.

Should problems arise that cannot be accommodated by the District Ranger, please contact me.

Reference the attachment which includes my performance expectations for you and your team.

Incident Commander

Kent Swartzlander

Agency Administrator

Robert G. Trujillo

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My performance expectations of you and your team and the elements that I will use to review you and your team's performance are listed below.

1. How well did the Team accomplish the objectives described in the Wildland Fire Decision Support System (WFDSS) the Delegation of Authority, and the Agency Administrator Briefing?

The Wildland Fire Decision Support System (WFDSS) is being used as the Decision making process on this incident. Should a new course of action be necessary, you may be called upon to assist with these changes. Suppression actions should be consistent with resource values to be protected. District Ranger Ray Torres, 530-708-0347, will sign the WFDSS and validate periodic assessment of your team accomplishments in meeting the objectives.

The WFDSS outlines the suppression objectives and strategies. You are responsible for initial attack responsibilities and the specific fires within the areas assigned to your team. My staff will supply you with a map that defines this area.

Plan to replace the initial attack Forest employees assigned to this incident as soon as practical.

2. How well did the Team manage the cost of the incident? Did the team follow agency incident operating guidelines? Were follow-up issues identified and documented for the Agency Administrator ie; invoices, OWCP and vendor issues?

You are to provide the necessary actions to control this incident at a reasonable cost to meet the objectives specified and to protect on and off- Forest values. Emphasize accountability for supplies ordered. Keep the incident loss tolerance within 15%. Although broad incident cost estimates are set in the WFDSS, I expect the team to develop, document and implement prudent incident expenditure decisions.

By 10:00 A.M. each morning, please provide me with daily costs, by category for this incident.

No Incident Business Advisor has been assigned to this Incident. If one is assigned, you are to work closely with them to stay fully informed of fiscal issues, expenditures and the limitations. Be concerned about property accountability, and potential damage claims. Be efficient in your operations. Forest Budget Officer Yvonne Corderio, 530-233-8720, is available to assist you if needed.

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3. How did the Team demonstrate sensitivity to resource limits/constraints and environmental concerns?

The Forest LRMP states “use appropriate suppression strategies of confine, contain and control as specified in the Fire Management Action Plan” (FMP). It further states, “all responses will be for the purpose of control unless another response is authorized in the Fire Management Action” Plan. (LRMP pg. 4-15). In addition, the Northwest Forest Plan and Sierra Nevada Framework guide our activities on the Modoc National Forest in certain portions of our forest. Concerns that will affect your management of the incident will be provided by the assigned Resource Advisors.

Mary Flores, 530-640-1859 is designated as my Resource Advisor. Work closely with Mary to understand sensitive resource protection and land management concerns. She will also assist in identifying sensitive issues for WFDSS revisions. She will contact affected private landowners, and develop rehab guidelines for suppression damage.

Suppression rehabilitation plans will be developed and agreed upon work completed prior to your release from the incident. A rehabilitation team may be assigned to evaluate rehab needs. Work closely with the team if they are assigned to this incident.

4. How well did the Team deal with sensitive political and social concerns?

Work closely with my Agency Representative and East Zone District Ranger Ray Torres to understand the complex local issues including jurisdictional questions and cost apportionment if necessary. Keep him informed and proactively deal with controversial issues.

District Ranger Ray Torres will be primarily involved in reviewing the incident activities in relation to the WFDSS and will serve as my Representative as Agency Administrator.

Work closely with the Modoc County Sheriff on needs for evacuation.

5. Was the Team professional in the manner in which they assumed management of the incident and how they managed the total incident? How did the Team handle transition either to another IMT or in returning the incident the hosting agency?

The turn back level will be mutually agreed upon between you and my representative District Ranger Ray Torres.

6. How well did the Team anticipate and respond to changing conditions, was the response timely and effective?

I expect your team to aggressively perform Initial Attack on all new starts within your assigned area, swiftly locate assigned fires, and react to potential rapid demobilization.

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7. How well did the Team place the proper emphasis on safety?

Accountability for fire safety is your first and most important responsibility. All members of your team must observe a "Zero Tolerance" for any careless or unsafe action. As Incident Commander, you must take the appropriate actions to insure that everyone involved in suppressing the Modoc Lightning Complex Incident knows and follows all the Wildland Firefighter Leadership and Safety Principles.

Your team must develop/use a medical evacuation plan that meets or exceeds the Modoc Emergency Medical. My staff will supply you with a copy of this plan at your in-briefing.

In the event of a serious accident, injury or fatality you must notify me immediately. Investigations of any accidents require close coordination and collaboration with the Forest Supervisor and Forest Safety Officer, Andy Goheen, 530-233-8711. Incident resources will be made available as needed to assist. Initial on-site investigations by incident personnel must be done according to Region 5 standards, using Region 5 standard forms. We may retain the authority to do our own accident investigation.

8. Did the Team activate and manage the mobilization/demobilization in a timely and cost effective manner?

Complete and submit an Individual Fire Report (5100-29) and Narrative Fire Report with the final fire package.

The Final Fire Package will be prepared in accordance with established records management standards.

9. How well did the Team use local resources, trainees, and closest available forces?

Accept as many trainees as your team can provide quality assignments for. The Forest fully supports the use of trainee's on this incident provided quality assignments can be achieved.

You will manage this incident until released due to a decrease in incident complexity, or when your incident management Team (IMT) has reached the maximum incident assignment length.

10. How did the Team notify the incident agencies regarding triggers for initiating a cost share agreement or large fire cost review? How were those recommendations implemented?

I expect you and your team to foresee potential departures from DPAs and to notify my Agency Representative of this possibility so that we can begin the planning process.

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11. Was the IC engaged and in charge of the Team and the Incident? How well did the IC function and operate as a leader?

12. How timely was the IC in assuming responsibility for the incident and initiating action?

The Incident Status Report (ICS-209) is due into the National ICS-209 web-based system or the Modoc Interagency Command Center by 0600 and 1800 hours daily.

13. How did the IC show sincere concern and empathy for the hosting unit and local conditions?

14. Was the agency administrator or designee made aware that the Time Unit closed out/transitioned per unit operating guidelines? Example: AD time complete per payment center and agency requirements, cooperators given appropriate documents per agreements, OF 288's complete and returned.

15. Other needs as determined by the Agency Administrator/host unit.

Communication

Your team is to handle all local and national media contacts. Your staff will work with and coordinate access to the media. A Fire Information Center is set up in the Modoc National Forest Supervisor's Office. All political contacts are to be forwarded to the Forest Public Affairs Officer Jim Gumm, 530-233-8713. Your staff will be given an Incident Information Plan that contains local communication information. You will be responsible for fire information, but I expect you to coordinate releases through the Forest Information Center, and keep them informed on a frequent basis. Place special emphasis on contact with residents who have been evacuated from their homes. Keep them informed of your suppression objectives and your progress in controlling it.

Your area of responsibility has the potential for the fire to threaten Collins Pine Company land. It is essential that you notify my agency representative and begin collaboration with company officials. There is the potential that company employees will begin fire fighting operations on their own, so early communication and cooperation is essential.

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POC for the company are:

Lee Fledderjohan, Resource Manager
541-947-2018
541-219-0519 Cell

Travis Erickson, Lands Manager
541-947-2018 ext 33
541-219-0520 Cell

Paul Harlan, Vice President Resources
541-947-2018 ext 1340
541-219-1252 Cell

Human Resources

There will be no closed camp as far as incident personnel are concerned. A representative from NFFE may be assigned to this incident. Incident personnel who demonstrate any type of inappropriate behavior should be released immediately with appropriate follow-up documentation. Inappropriate behavior would include alcohol, drugs, sexual harassment, or violation of personnel rules. You are responsible for following the national policy on drug and alcohol use on fires. I expect you to take immediate action with any violations of that policy.

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. The Forest Supervisor or Forest Civil Rights Officer will be briefed on issues and actions taken prior to the close-out meeting between the Forest and the Incident Management Team. The case files will be transferred to the Forest at the closeout meeting.

In accordance with Pacific Southwest Regional Directives (FSM 1765.04 1.a. through 2.d., R5 Supp. 1700-95-1), you are required to report all alleged incidents of sexual harassment to either Forest Civil Rights Officer or the District Ranger as soon as possible after learning of the alleged incident (normally within 24 hours). Marilyn Loughrey, Civil Rights Officer, Shasta-Trinity National Forest has agreed to assist with Civil Rights and Sexual Harassment inquiries in the absence of our Forest Civil rights Officer (Mario Longoria). She can be reached at 530-226-2367. Initiate corrective interventions as the situation dictates.