POPLAR DRIVE FIRE

NC-NCS-230037 HENDERSON COUNTY District 1

Fiori Time Code: G/T/F 1434



15.WIND INCREASES AND/OR CHANGES DIRECTION

November 9-10, 2023 Thursday-Friday Operational Period Day 0700-1900 hrs. Operational Period Night 1900-0700 hrs.



PREPARED

4. OPERATIONAL PERIOD (DATE/TIME)

November 9-10, 2023 Day 0700-1900 / Night 1900-0700

5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES)

Control

- 1. Provide for safety of our firefighters, assigned resources and public through adequate work rest ratios, risk assessments, hazard mitigation and information dissemination, while maintaining a safety culture within the IMT.
- 2. Contain the fire North of Green Mountain Road, East of Kyles Creek Road, South of N. Bearwallow Road and West of Bearwallow Mtn. Road.
- 3. Mop-up the fire perimeter as well as around all structures a minimum of 75 feet to ensure the fire remains within its current foot print and no additional structures are damaged.

Management

- 1. Manage fire in cost effective manner. Maintain accurate cost estimates of the incident and provide daily updates through morning reports and afternoon situation reports.
- 2. Ensure unified information release and communications of fire status is provided all agencies, cooperators and public.
- 3. Assist North Carolina Forest Service Mountain Region in planning, resource tracking, and financial tracking of the R3 2023 Fall IA support Resources.
- 4. Identify and document suppression repair and rehab points.

6. WEATHER FORECAST FOR OPERATIONAL	PERIOD		
See attached forecast			
7. GENERAL SAFETY MESSAGE HYDRATION/HEAT STRESS- drink	ofton and dr	inkalat hafara r	you got this sty 41 water to sports
drinks.	onten and ur	llik a lot, beloi e y	ou get thirsty. 4.1 water to sports
8. ATTACHMENTS ($\sqrt{1}$ IF ATTACHED)			
ORGANIZATION LIST (ICS 203)		PLAN (ICS 206)	SAFETY MESSAGE
ASSIGNMENT LIST (ICS 204)		MAP	PHONE LIST
COMMUNICATIONS PLAN (ICS 205)	TRAVEL M	AP	
9. PREPARED BY (RESOURCE UNIT LEADER)		10. APPROVED BY	(INCIDENT COMMANDER)
Austin Harriett		Kevin Harvell	

1. Incident Name Ops Day DLiaFon / D. Vigi(i) / B. Rogers (i) / K. Waldrup, M. Ostrander 2. Data 11/7/23 3. Time 1700 Branch Director Draw Branch I Days 4. Operational Period: November 9-10, 2023 Day 0700-1900 Branch Director Branch I Days 5. Command and General Staff Division/Group Division/Group Division/Group Dovision/Group 5. Commander Revin Harvell Division/Group B Structural 3 D. Poole / C. Meyers 5. Adgency Representatives Division/Group Division/Group C Structural 2 L. Wicker 5. Adgency Representatives Division/Group B Structural 3 D. Poole / C. Meyers 5. Adgency Representatives Division/Group A / B / C / D B. Walker 6. Adgency Representatives Division/Group A / B / C / D B. Walker 6. Adgency Representatives Division/Group A / B / C / D B. Walker 7. Planning Section Division/Group A / B / C / D B. Walker 6. Adgency Representatives Division/Group A / B / C / D B. Walker 7. Planning Section Division/Group <th>ORGANIZATION</th> <th>ASSIGNMENT LIST</th> <th>9.</th> <th>Operations Sec</th> <th>tion</th>	ORGANIZATION	ASSIGNMENT LIST	9.	Operations Sec	tion
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Radio Operator Robin Weber(t) Chief Ron Mvers / Bridgit Gallagher(t)					
				Ron	Myers / Bridgit Gallagher(t)
Equipment Manager Wayne Pugh Deputy					
Ordering Manager Jason Wade(t) / Travis Ruff Time Unit					.
Food Unit Clyde Leggins Time Unit Renee Strickland					
Medical Unit Stewart Niemyer Cost Unit Bridgit Gallagher					
Communication Unit Justin Rhodes Equipment Time Recorder Jeana McDuffie					
Director Structure Toby Linville Personel Time Recorder Kristi Wilson					
Supply Unit Structure Ronnie Kilby Prepared by (Resource Unit Leader)		Ronnie Kilby			der)
Mechanics Austin Harriett	Mechanics		Austin Harrie	II	





FORECAST NO: 01 PREDICTION FOR: Thursday/Thursday Night SHIFT DATE: November 9, 2023 FORECAST ISSUED: 1800 November 8, 2023 NAME OF FIRE: Poplar Drive UNIT: NCFS SIGNED: Incident Meteorologist Terry Lebo

WEATHER DISCUSSION:

Temperatures well above normal continue Thursday, but with increased afternoon humidity. A cold front will approach the area from the northwest late in the day, moving across the area Thursday evening. On and off light rain and drizzle develops early Friday and lingers into Friday night. Weak high pressure to the north leads to a brief drying trend Saturday. On Sunday, light rain and drizzle may spread north from weak low pressure passing south of the area.

<u>Thursday:</u>

WEATHER: MAX TEMP CHC WTG F	: Valleys: Ridgetops:		g afternoon MIN I LAL: 1	RH: Valley	s: 35-45% tops: 40-50%	
WINDS: (20 feet)			st 8-12 mph			usts to 15 mph. e afternoon with
		o 2,300 ft by 13 n p/Time): 64/1		TRAN	SPORT WIND:	Northwest 13 mph.
<u>Thursday n</u>	<u>ight:</u>					
WEATHER:	Partly cloudy	becoming clou	udy by midn	ight. Light rain	developing aft	er midnight.
MIN TEMP:	Valleys:	50-56°	MÁX RH:	Valleys:		U
	Ridgetops:			Ridgetops:	80-90%	
CHC WTG F	RAIN: 0%	L	L AL: 1			
WINDS:	Valleys: Nor	thwest 5-8 mph	٦.			

(20 FEET) Ridgetops: Northwest 10-15 mph with gusts 20 mph.

MIXING HEIGHT: Inversion developing around 1900.

Extended Outlook:

Temperatures near to slightly above normal Friday will drop near to below normal for the weekend. Overnight humidity recovery will be excellent with afternoon humidity of 55%-75%. Winds will be from the northwest Friday, then from the northeast Saturday and out of the southeast Sunday. Winds will remain light with gusts generally under 15 mph Friday through Sunday. The best rain chances will be during the day Friday however, significant rainfall is unlikely with most areas seeing less than a tenth of an inch.

FIRE BEHAVIO	OR FORECAST
FORECAST NUMBER: 3	TYPE OF FIRE: Wildfire
FIRE NAME: Poplar Drive	OPERATIONAL PERIOD: 11/9/2023
DATE ISSUED: 11/8/2023	TIME ISSUED: 1800
UNIT: NCFS – District 1, Henderson County	SIGNED: David Greathouse
	Typed/printed: David Greathouse - FBAN
WEA ⁻	THER:
Winds – S 5-13mp Tonight – Mostly Clear, Minimum Temp - 54°	clouds, High Temp – 75-82°, Minimum RH – 35%, oh in the Afternoon , Maximum RH – 84%, Winds W/NW 8-12mph ne afternoon with gusts 15-20
	n out (Ref: Central Mountains FDRA pocket card) dity below 30%, 20' winds above 10mph
FUE	ELS:
extremely dry for this time of year. Current ERC-X setting historical maximums. The 100-hour and 10 are at or below historical minimums. Expect these	00-hour fuel moistures are 16% and 19% Which
FIRE BE	HAVIOR:
Minimal fire behavior is expected today with mainly surface and ground fuels. If any unburned islands	
AIR OPEI	RATIONS:
Air operations may be limited	l in the morning due to smoke
SAF	ETY:
Remember, small changes in weather	can equal big changes in fire behavior!

HEALTH AND SAFETY MESSAGE

SAFETY starts with YOU

INCIDENT: Poplar Drive Fire	DATE/SHIFT: November 9, 2023
Major Hazards and Risks: Driving, Burno	ut Operations, IWI, and Communications
 Driving: Drive Defensively. Obey traffic laws. Reduce speed on curvy sections of road and around Roads around the fire are narrow and steep. These passengers or other fire personnel as spotters when 	e factors can make turning around difficult. Use
	nat actions are planned and your role in those actions. If
you have questions, ask. Ensure radio communicatSmoke can greatly reduce visibility. Be alert and co	ions with adjoining personnel. ordinate with other units especially while working on

- along the roadside. Use red lights or flashers and headlights.
 Smoke can attract the public. Be aware of sightseers and local homeowners in the area.
- Wear all PPE.

Incident Within and Incident (IWI):

- Please review the IWI protocol located in the IAP. Make sure EVERYONE is aware of the process and knows what to do with ALL types of emergencies.
- If a person is injured, make sure that person is cared for. Secure the scene to ensure no further risk to personnel.
- Many Poplar Drive structural resources have medical training and capabilities. Contact them directly in the event of a medical emergency or injury. Advise them of the location of the incident and advise them of the need for EMS. Follow IWI protocols located in the IAP for advising the IMT of the situation.
- Utilize VIPER FOX 1 (command channel) to contact structural fire to get EMS in route.

Communications:

- Make sure you are giving or receiving clear instructions. If you are unsure of what to do, ask. If you have questions, it is likely that others have questions as well.
- When giving or receiving a briefing, use the Briefing Checklist located on the inside back cover of your IRPG. Allow time for Q&A following a briefing to encourage questions.
- Make sure that everyone is aware of the current Communications Plan located in the IAP.

Maintain control of your forces at all times!

Incident Safety Officers: Robbie Perry (SOFC), Greg Riggs (SOFC), Chad Brandon (SOFC-T)



Incident within an Incident Protocol Poplar Drive Fire

Introduction

An emergency such as a ICP/Staging Area evacuation, vehicle accident, medical emergency on any part of the fire, or other unknown emergency could occur on any all-risk incident we are assigned. This may result in serious injury or fatality, followed by periods of extreme stress. This is called an "incident within an incident (IWI)."

Assignments may be in remote or severely impacted locations that result in longer than normal response times for local emergency response personnel; therefore, the team is responsible for handling the situation professionally, timely and effectively.

The intent of this plan is to establish a process and protocol to effectively manage an emergency (IWI) while continuing to manage the primary incident with a minimum of distraction.

General Procedures

- In the event of an emergency IWI, notification will be made on the Command Frequency which will be answered by the Radio Operator (RADO) located in the gymnasium at the ICP. The call will be made by anyone on scene who is not directly involved in the accident who is not injured. The RADO will record the information on a blank "8-Line" document as the information is being transmitted over the radio. The RADO will notify the Safety Officer & Operations Section Chief by cellular phone or by VIPER Radio (FOX 1). Additionally, the Finance Section Chief, & Logistics Section Chief will be notified by the Safety Officer. The LSC will advise the MEDL in the event of medical emergency who at that time will join the rest of the C&G at the Comm Unit. IC will ensure that all remaining command and general staff are notified as needed. Phone call or in person notification is the preferred method of notification of C&G at which time, the C&G will meet to share information at the Communications Unit. For medical emergencies, utilize the Medical Plan (ICS 206 WF) '8-Line' for all communication of patient status. No names will be given over the radio/phone.
- Initiate all emergency IWI radio traffic with the phrase "EMERGENCY! EMERGENCY! EMERGENCY! EMERGENCY! Stand by for Emergency Radio Traffic." Once this notice is communicated, all non-emergency traffic will be suspended.
- The Division Supervisor (DIVS), Task Force Leader (TFLD) or other incident personnel not directly involved in the accident will assume command of the IWI and direct all operations related to the IWI and take appropriate action.
- Since we cannot depend on having medical personnel on location, any incident personnel with medical training will attempt to make it to the injured party's location to assist in rendering first aid/medical care if necessary. Providing medical aid to the injured party will be the highest priority. *Each division will identify any personnel with emergency medical training*.
- Once the emergency has been properly dealt with, the OSC or Safety Officer will announce on the radio that "emergency radio traffic" has been canceled. At this point, normal radio traffic may resume.
- In the event of a fatality, deceased individuals or their personal effects will not be moved except to accomplish rescue work or to protect the health and safety of others to aid in the any investigation that will follow.
- Those directly involved will provide written documentation of their actions. An ICS 214 may be utilized for the initial documentation, but a subsequent narrative will be required utilizing NCDA&CS Accident Reporting Documents.

An After-Action Review will be conducted after each emergency incident within an incident to determine strengths and needed improvements as soon after the IWI as time will allow. All involved personnel should participate.

DIVISION	ASSIGNI	MENT LIST	1. B	RANCH Day		-	n/Group a / Delta ctural 4 /	1
3. Incident Name			4. Operat	onal Period				
Poplar Drive F	ire		Date:	11/9/23		Time:	0700-190	0
		5. C	perations F	ersonnel				
Operations Chief	D. LaFon / [B. Rogers	D. Vigil(t) /	Division NC	=S		H. Blake		
Operations Chief Structural			Division Stru	ictural		J. Ward		
Structural		6 Poor		d This Dariad				
Strike Team/Task			ources Assigne Last Shift	Resource #	Numbe		Drop Off	Pick Up
Resource Desig	nator	Leader Cooper Aycock	11/21	O-73	Persons 1	Needed	PT / Time	Pt / Time
STEN		A. Matthews	11/17	O-16	1	No		
ENG6		K. Simpson/K. Bresl		E-19	2	No		
		C. Garrett/C. Gilkers		-				
ENG6		C. Garreu/C. Glikers	on 11/18	E-20	2	No		
HCM Bridge					5	No		
HCM Bridge					5	No		
JTV (E-53)		Charlie Frye		E-53.2	1	No		
Structural								
Wake Forest Brush Truc	k 1				2			
Nake Forest Brush Truc	k 2				2			
Green River Brush Truck					2			
Green River Engine 13-3					2			
Currituck Fire Engine					4			
Morrisville Engine					4			
Edneyville Engine					2			
Dana Tanker					2			
Etowah Tanker					1			
Fletcher Tanker					1			
						_		
2. Purp 3. End S	ose = Ensure State = Safe 8	rnout operations. Mop-u and maintain containme efficient removal of hea plete burn out operations	nt. It by 100% wit		0 Ipha and	30 feet of De	ta along the fir	reline and
1. Maint 2. Maint 3. In the	ain safe work		nent. ct structural r	esources to ge				
Function	Frequency	System Cha	Group Commu Innel	nication Summa Function		equency	System	Channel
Command Tactical Div/Group		Communication Plan Communication Plan	A	Logistics ir to Ground			mmunication Pla	

DIVISION	ASSIGNN	IENT LIST	1.	BF	RANCH Day		2. Divisio Brave Struc	•	
3. Incident Name			4. O	peratio	onal Period		01140		
Poplar Drive F	ire		C	Date:	11/9/23		Time:	0700-190	0
		5. C	peratio	ons Pe	ersonnel				
Operations Chief	D. LaFon / Rogers	D. Vigil(t) / B.	Divis	sion N	CFS		D. Poole		
Operations Chief Structural			Divis	sion St	ructural		C. Meyers		
		6. Resou	rces A	ssigne	d This Perio	d			
Strike Team/Tas Resource Desi		Leader		Last Shift	Resource #	Numbe Persor	manio	Drop Off PT / Time	Pick Up Pt / Time
DOZ BridgeX1		Unstaffed			E-90	0	No		
SKG2		B. Lister / M. Winslo	ow			2	No		
ENG6		Z. Hursey / S. Cole	әу		E-21	2	No		
ENG6		T. Norman / B. Sher	rod	11/15	E-17	2	No		
UTV		Unstaffed							
Structural									
Etowah Brush						2			
Fairview Brush						1			
Enka Brush 1						2			
Enka Brush 2						2			
Denver Tanker						2			
Summerfield Tanker						2			
Mountain Home UTV						0			
2. Purj 3. End	k = Mop-up pose = Ensu State = Saf	and improve firelin ure and maintain co e & efficient remov	ontaini		y 100% with	iin 10 f	eet of the fi	reline.	
2. Main 3. In th	itain full acc Itain safe wo	countable of resour orking distance fro n IWI, utilize Fox 1 ocol in IAP.	m equ	ipmer	nt.			IS.	
		9. Division/Gr	oup C	ommu	nication Sur	nmary			
Function	Frequency		nnel		Function	Fr	requency	System	Channel
Command	See Co	ommunication Plan			Logistics		See Corr	munication	Plan
Tactical Div/Group Prepared By (Reso		ommunication Plan ader) Approved E			Sect Ch	Date		munication	Plan
Austin Harriett		Dennis Re	•	Ŭ	0001. OII. <i>j</i>		- 11/8/23		800

	ASSIGNN	IENT LIST	1.		RANCH Day		Ch	^{sion/Group} arlie uctural 2	
3. Incident Name	_		4. Oj	peratio	onal Period [Day			
Poplar Drive F	ire			Date:	11/9/23		Tin	ne: 0700-1	900
			peratio	ons Pe	ersonnel				
Operations Chief	D. LaFon / Rogers	′ D. Vigil(t) / B.	Divis	ion N	CFS		L. Wicke	r	
Operations Chief Structural			Divis	ion St	ructural				
		6. Resour	rces As	ssigne	d This Perio	d			
Strike Team/Tas Resource Desi		Leader		Last Shift	Resource #	Numb Perso	- India		Pick Up Pt / Time
HCM Dupont		M. Santucci			C-501	3	No		
HCM Bridge		TBD				5			
UTV		Unstaffed							
Structural									
Orange Rural Brush						2			
Fletcher Brush						2			
Edneyville Brush						2			
Denver Brush						2			
Fletcher Engine						2			
Orange Rural Engine						2			
Edneyville Tanker						1			
7. Control Operatic	ons								
 Tasl Purj End 8. Special Instructi 1. Main 2. Main 3. In th 	k = Mop-up bose = Ensu State = Saf ons tain full acc tain safe we	within and improve ure and maintain co e & efficient remov countable of resour orking distance from in IWI, utilize Fox 1 pool in IAP.	ontainr al of h ces, e m equ	nent. eat by quipn ipmer	nent, and su	upplie	S.		
		9. Division/Gr	oup Co	ommu	nication Sur	nmarv			
Function	Frequency	System Cha			Function		requency	System	Channel
Command	See Co	ommunication Plan		I	Logistics		See C	communicatio	n Plan
Tactical Div/Group		ommunication Plan	·		to Ground			communicatio	n Plan
Prepared By (Reso Austin Harriett ICS 204	urce Unit Le	ader) Approved E Dennis Re			Sect. Ch.)	Dat	e 11/8/23	Time	1800 NFES 1328

DIVISION	ASSIGN	IENT LIST	1.		RANCH ight	A	ivision/Group Ipha/Bra tructural	vo/Char	lie/Delta
3. Incident Name			4. (Operatio	nal Period	-			
Poplar Drive F	ire			Date:	11/9-10/23		Time:	1900-070	0
		5. C	perat	tions Pe	ersonnel				
Operations Chief	Rob Davis	8	Div	ision N	CFS		Bill Walker		
Operations Chief Structural	Deral Ray	nor	Div	ision St	ructural		J. Whitfield	/ P. Ward	
		6. Resou	rces /		d This Perio		T T		Γ
Strike Team/Tas Resource Desi		Leader		Last Shift	Resource #	Numb Perso	mano	Drop Off PT / Time	Pick Up Pt / Time
TFLD		D. Rooks		11/19	O-24	1	No		
ENG6		R. Brown / A. Kitt	е	11/18	E-30	2	No		
ENG6		M. Thomas/ T. Mat	his	11/19	E-31	2	No		
ENG6		B. Szilvay / E. Prev	ost	11/19	E-32	2	No		
ENG6		Z. Prevette / M. Har	kins	11/19	E-33	2	No		
ENG6		P. Harrison/ H. News	ome	11/19	E-34	2	No		
HCM R-1		D. Glazewski		11/18	C-1/C-2	9	No		
Structural									
Fletcher Brush						2			
Laurinburg Brush						2			
Elon Brush						2			
Laurinburg Tanker						2			
Elon Tanker						1			
HCRS Ranger 24-2	2 UTV					0			
2. Pur 3. End 8. Special Instructi 1. Mair 2. Mair 3. In th	k = Patrol, r pose = Ense I State = Sat ons ntain full acc ntain safe w	mop-up and improv ure and maintain co fe & efficient remov countable of resour orking distance fro an IWI, utilize Fox 1 ocol in IAP.	ontair al of ces, m eq	nment. heat w equipm uipmer	ient, and su	pplies		1S.	1
		9. Division/G	oup (Commu	nication Sur	nmary			
Function	Frequency	,	nnel		Function	F		System	Channel
Command Tactical		ommunication Plan			_ogistics			nmunication I	
Div/Group Prepared By (Reso Austin Harriett	urce Unit Le	ader) Approved E		anning		Date		Time	800

		INCIDENT BADIO COMMINICATIONS PI AN	1. Inci	1. Incident Name		2. Date/ T	2. Date/ Time Prepared	3. Operational Period Date/Time
				Poplar Drive Fire	ire		11/8/23 16:00	Nov 9-10 2023 Day/Night Shift
		Mo	de: W:	4. Basic Mode: W=Wideband, N=N	 Basic Radio Channel Utilization nd, N=Narrowband, D=Digital, M=I 	annel Util d, D=Digit	asic Radio Channel Utilization N=Narrowband, D=Digital, M=Mixed, T=Trunked	
Radio Type	Channel	Function		Frequency	Tone	Mode	Assignment	Remarks
Viper	Events Ch	NCFS Operations	RX: TV:	ZHM008		T	Command Communications	FD / NCFS Interoperability Comms
	Evente Ch		< . _ 0					
Viper	Fox2	NCFS Logistics	ž X	800MHz		⊢	Logistical Communications	NCFS Comms
VHF	Grp14 INC	NCFS Tactical	RX: -	151.4000 151.4000	136.5 126.5	z	NCFS All Divisions	NCFS Comms
:	Events Ch	FD Burnout	K X X X X	800MHz	0.001	ł		
Viper	Bravo1		TX:	800MHz		-	FD Div 1D	FD Comms
Viper	Events Ch Bravo2	FD Operations	TX: TX:	800MHz 800MHz		Т	FD Div 4A,3B,2C	FD Comms
VHF	EM Ops1	FD Logistics	TX: TX:			z	FD Logistics	FD Comms
VHF	EM Main	FD Command	TX: TX:				FD Command	FD Comms
VHF	Grp14 INC Ch8	Aviation	RX: TX:	171.5750 171.5750	131.8 131.8	z	NC Air to Ground	NCFS Comms
			RX: :					
			Х					
			RX: ::					
			ЧХ					
			XX .:.					
			XX XX X					
			< > _ _					
			Ż×					
			RX:					
			TX:					
VHF	Inc 15	Air Guard	RX:	168.6250		Z	USES Air Guard Channel	
			ХĬ	168.6250	110.9	:		
			XX XX					
			.:×-					
5. Prepared by (Communications Unit) Jimmy Meadows COML	communicatio COML	ons Unit)						

MEDICAL PLAN (ICS 206)

1. Incident Name	e:		2. Operational F		Date From: Time From:		ate To: me To:	
3. Medical Aid S	tations:		-					
						ontact		medics
Name			Location		Number(s	s)/Frequency		Site?
								S 🗌 No
								S 🗌 No
4. Transportatio	n (indicat	te air or ground):			-		T	
Ambulance S	ervice		Location			ontact s)/Frequency	Level o	f Service
			Location		- Humbor (e	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
5. Hospitals:								
		Address,	Contact	Tra	vel Time			
	Latitu	de & Longitude	Number(s)/			Trauma	Burn	
Hospital Name		if Helipad	Frequency	Air	Ground	Center	Center	Helipad
						Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
						Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
						Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
						Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
						Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
6. Special Medic	al Emer	gency Procedures	:					
Check box if a	aviation a	ssets are utilized fo	or rescue. If assets	s are use	ed, coordinat	e with Air Oper	ations.	
7. Prepared by (Medical l	Jnit Leader): Name						
8. Approved by	(Safety C	Officer): Name:			Signatu	re: <u>Rob</u>	bie Per	ry
ICS 206	IA	AP Page	Date/Time:					0

AIR OPERATIONS SUMMARY (ICS 220)

1 Incident Name		2 Onerational Period	vriod -			3 Sunrice.	Sunset.
		Date From:	Date To:				
		Time From:	Time To:				
4. Remarks (safety no equipment, etc.):	 Remarks (safety notes, hazards, air operations special equipment, etc.): 	tions special	5. Ready Alert Aircraft: Medivac:	ť:		6. Temporary Flight Restriction Number: Altitude:	Restriction Number:
			New Incident:			Center Point:	
		_	8. Frequencies:	AM	FM	9. Fixed-Wing (category/kind/type, make/model, N#, base):	ory/kind/type, s):
		_	Air/Air Fixed-Wing			Air Tactical Group Supervisor Aircraft:	oervisor Aircraft:
7. Personnel:	Name:	Phone Number:	Air/Air Rotary-Wing – Flight Following				
Air Operations Branch Director			Air/Ground				
Air Support Group Supervisor			Command			Other Fixed-Wing Aircraft:	sraft:
Air Tactical Group Supervisor			Deck Coordinator				
Helicopter Coordinator			Take-Off & Landing Coordinator				
THSP Air OPS			Air Guard				
10. Helicopters (use	10. Helicopters (use additional sheets as necessary):	cessary):					
FAA N#	Category/Kind/Type	Make/Model	Base	Available	able	Start	Remarks
11. Prepared by: Name:	me:	Posit	Position/Title:			Signature:	
ICS 220, Page 1			Date/Time:				

2023 R-3 IA Support – Finance Information

Submit CTRs and Shift Tickets DAILY, hard copies or electronic acceptable.

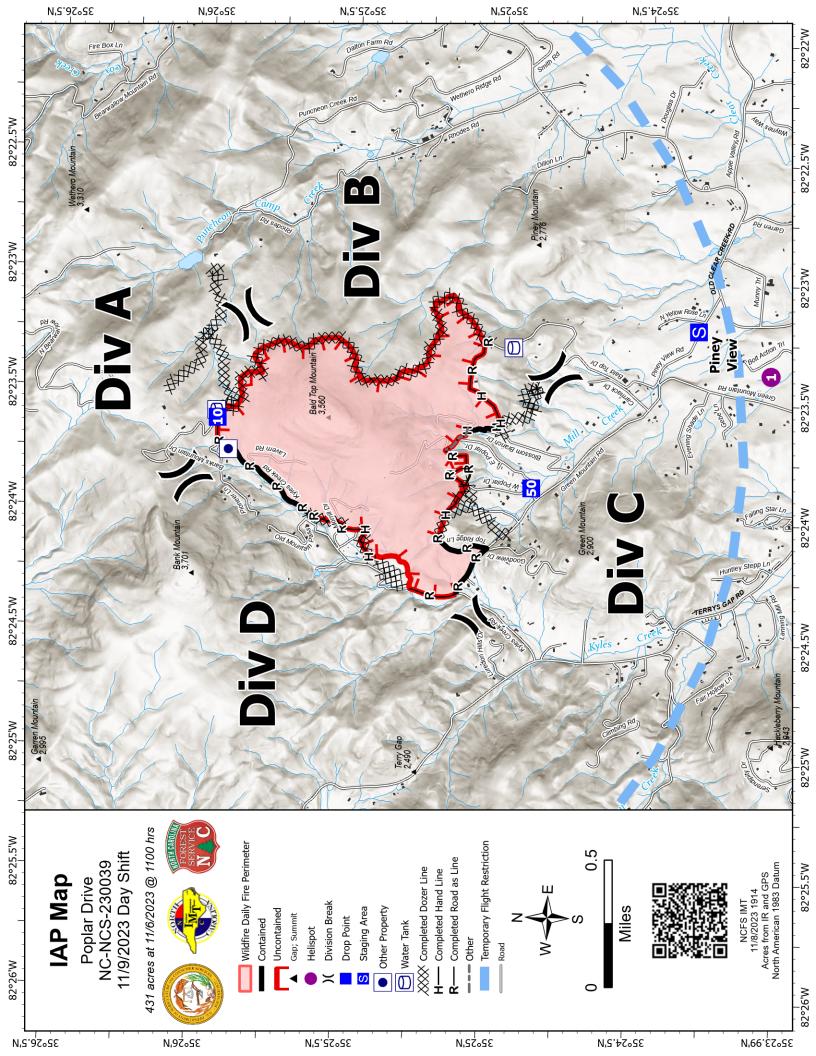
Finance email: ncfs.imt.finance@ncagr.gov

- If you are working in the field, not the ICP, include the *Fire Name* and *District* you are assigned to in the remarks section of all CTRs and STs.
- Include dollar amount of any fuel purchased on incident in *Box 14 Remarks* on the shift ticket.
- Please show travel time on your documents and include *TRAVEL* in remarks.
- Legibly complete your CTRs and Equipment Shift Tickets using the examples below.
- Make sure you use your legal name (not a nickname) on ALL documentation.
- Only one day per CTR/Equipment Shift Ticket.
- Make sure your incident supervisor signs your tickets before submitting them to finance.

		CREV	V TIME RE	PORT			
1) CREW N					(2) CREW NUMB	0	-12
3) OFFICE	RESPONSIBLE FOR FIRE NCFS	(4) FIRE NAME 20	023 R-3 IA	Support	(5) FIRE NUMBER	NC-NCS	-230037
III HE-	Ø		(\$) CLASSIF-	DATE 1	1-6/23	DATE	10
NAAKS NO.	NAME OF EMPLOYED		KATION	Mits QN	OFF	ON	n Time OFF
Т	Chester Von Wiggins	s	DIVS	0700	1130		
				1130	1230		
				1300	1700		
_							
_							
_							
_							
_							
_							
_						-	
_							
_							
1) REAAL	AKS						
T= T							
	Name: Roadrunner Fi	70					
_	ict 1 (Use District you		ed to the	(veb)		_	
Diodi	in , to ac plantet you	uro usalyli		uay)			
						_	
	EN-IN-CHARGE (Signature) Bridgit		Plant barrent		IN THE OWNER	r-in-Drage) FS	
2) OFFICE	Bridgit	Gallagher	Date: 2023 \$1.06	12:40:20 -0500	Cash same foreste	FS	SCC(T)

I.AGREEMENT NUMBER	JMBER				2. CONTRACTOR (name) NCFS	
3. INCIDENT OR PROJECT NAME 2023 R-3 IA Support	ROJECT N		4. INCIDENT NUMBER NC-NCS-230037	NUMBER 037	5. OPERATOR (name) VonWiggins, Chester	
6. EQUIPMENT MAKE Ford	AKE		7. EQUIPMENT MODEL F-350	NT MODEL	SHED BY	GOVERNMENT
9. SERIAL NUMBER 7x893g350	R		10. LICENSE NUMBER PK-1234	NUMBER	11. OPERATING SUPPLIES FURNISHED BY	GOVERNMENT (dry)
12.DATE	13	EQUIPM	13. EQUIPMENT USE		14. REMARKS (released, down time and cause, problems,	and cause, problems,
MO/DAY/YR			HOURS/DA	HOURS/DAYS/MILES(circle one)	_	
	START	STOP	WORK	SPECIAL	Rate: \$67.00	
11/6/23 0800 1200	0800	1200	4	-	Roadrunner Fire District 1 (Use District you are assigned to that day)	gned to that day)
	2000 2030	2030	.с		 a. Inspected and under agreement 	H
					 b. Released by Government c. Withdrawn by Contractor 	
					16. INVOICE POSTED BY (Recorder's initials)	er's initials)
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE	US OR AU	THORIZE	D AGENT'S	SIGNATURE	18. GOVERNMENT OFFICER'S [5 SIGNATURE Bridait Gallacher Device were to be and a way of the second se	19. DATE SIGNED

	Poplar Drive Fi	ire Phone Roster	
NAME	POSITION	PHONE NUMBERS	ALTERNATE PHONE
COMMAND & GEN			
Kevin Harvell	IC	919-548-4190	
Robbie Perry	SOFC	910-995-2572	
Greg Riggs	SOFC	252-229-0162	
Chad Brandon Carrie McCullen	SOFC(t) PIOC	252-567-0823 910-874-2629	
Phillip Jackson	PIOC	919-641-4973	
Jason Guidry	LOFR	828-273-0982	
James Kimes	LOFR	919-218-7736	
AGENCY REPS	Dorn	210 1100	
Jimmy Brissie	Henderson EM	828-674-4464	
Davie Summey	OSFM	919-218-1387	
Terry Young	OSFM	919-612-5800	
Robert Griffin	Edneyville Fire & Rescue	828-551-3900	
Lowell Griffin	Henderson Sheriff	828-697-4596	
Michael Cheek	NCFS	828-231-2691	
OPERATIONS			
David LaFon	OSC	252-312-4367	
Dwayne Vigil(t)	OSC	828-593-9282	
David Poole	DIVS	336-250-0027	
Brain Rogers	DIVS	828-894-8020	
Lee Wicker	DIVS	010 (41 1441	
Hagen Blake Bill Walker	DIVS DIVS (Night)	910-641-1441	
Bill Walker Rob Davis	DIVS (Night)	910-641-1439 252-548-4780	
Little	DIVS (Night)	252-548-4780	
Jonathan Ward	DIVS (Night) DIVS (Structure / Day)	828-674-1271	
Kevin Waldrup	OSC (Structure / Day)	828-674-12/1 828-674-1449	
Taylor Marsh	OSC (Structure / Day)	919-621-7207	
Jamie Fore	DIVS (Structure)	919-777-4209	
Deral Raynor	DIVS (Structure)	919-538-5696	
Jonathan Ross	THSP	704-695-4294	
FINANCE		101 050 1251	
Ron Myers	FSC	919-902-1842	
Bridgit Gallagher(t)	FSCC(t)/COST	828-243-5950	
Renee Strickland	TIME	919-868-6327	
Jeana McDuffie	EQTR/PTRC	910-770-2453	
Kristi Wilson	PTRC(t)	910-206-1047	
PLANNING			
Dennis Register	PSC	252-229-0165	
Victoria Cortes	PSC (Structure)	828-458-9209	
Austin Harriett	RESL	252-229-0810	
Daivd Morgan	RESL (Structure)	828-636-2733	
Richard Cockerham	SITL	704-616-0747	
Robin Roberson Lisa Hartrick	RADO DMOB	919-636-0737 910-874-0905	
Lisa Hartrick Michael Petruncio	FOBS	252-312-4371	
John Willis	SCKN(t)	704-910-9063	
LOGISTICS		/0-7003	
Jeremiah Greene	LSC	919-616-0562	
Jamie Logan	LSCC	828-399-1141	
Tim McFalls	LSCC (Structure)	828-636-2725	
Patrick Raynor	ORDM	336-239-2377	
Derek Arney	FACL	828-413-0457	
Frankie Britt	GSUL	910-234-1311	
Jimmy Meadows	COML	252-229-7307	
Bruce Scott	COMT	828-545-9209	
Robin Weber	RADO	252-717-8286	
Wayne Pugh	FACL	252-945-3199	
Jason Wade	ORDM(t)	910-309-8654	
Travis Ruff	ORDM	828-443-1303	
Clyde Leggins	FDUL	828-334-2340	
Stewart Niemyer	MEDL	252-526-1476	



DEMOBILIZATION PROCEDURES FOR INCIDENT PERSONNEL

- Supervisors, OPS/IC need to identify surplus resources to be released. These requests must be submitted to DMOB on General Message Form (ICS 213) including name, resource number, last shift date, and release/travel date. The DMOB unit should be given at least 24-hour notification for all resources. DMOB will share/post upcoming demobilizations.
- 2. Supervisors must perform evaluations on personnel prior to them leaving the incident. Originals should be brought to the Documentation Unit Leader when demobilizing. A copy will be given to employee. Employee will give copy to their home unit supervisor to be captured in IQS.
- 3. All personnel approved to be released from the incident will start their demob at the ICP Justice Academy gymnasium, upstairs, where they will receive a Demobilization Checkout sheet (ICS 221) from the DEMOB unit leader.
- 4. The Demobilization Checkout Form must be taken to the Logistics Section first.
 - a. The Facilities Unit Leader will sign off on Demob sheet after all motel expenses are cleared.
 - b. The Communication Unit Leader will sign off after all communications equipment has been returned.
 - c. The Ground Support Unit Leader will sign off after equipment inspection is complete. *If you have any equipment with problems, you must bring this to the GSUL's attention and document prior to leaving the incident. Failure to do so could result in your home unit paying the bill for that repair.*
- 5. The Demobilization Checkout Sheet will be taken to the Finance Section for completion of Time (CTR) and Equipment (Shift Ticket) reports. Finance will collect the final vehicle inspection form and estimated travel time to home unit. Finance will complete time sheet (FTR) and provide employee a copy. Finance will sign the Demob sheet when all requirements are met. Discrepancies on time records must be resolved through appropriate channels before demobilization is completed.
- 6. The Demob Sheet will be taken to **Documentation Unit** leader, who will collect the Performance evaluation (needed for IQS records), daily unit logs, and any other notable documentation.
- 7. Lastly, the Demobilization Checkout Sheet will be returned to the DMOB Unit Leader. If all requirements are met, they will finalize the form. Personnel/equipment are then approved to be released at the identified time. The DMOB Unit Leader will email a list of personnel/resources demobilizing that day to CO Ops and Regional Ops for home unit notification. *Personnel must notify their home unit upon arrival home.*

TRAVEL GUIDANCE AND RESTRICTIONS

TRAVEL LIMITATIONS: All demobilized personnel must arrive at their home a.) before 2200 hours and b.) not exceed 16.0 hours of worktime that shift. Beginning travel times must take this into account. If personnel are not able to reach their home by this timeframe, resting-overnight (RON) may need to occur. If it is anticipated that RON will be needed, the DMOB Unit Leader will need to send a General Message Form to a.) the Ordering Manager (ORDM) to request lodging and b.) to the Incident's Buying Team to pay for the accommodations. If an emergency RON is required, personnel should pay for the accommodations and then work with their home unit office manager to process the expense account to the Incident's fire charging code.

All agency personnel will meet their own agency's travel limitations when returning to their home. Out-of-area resources will be required to meet local and regional requirements related to travel.

TRAVEL ROUTE: State agency personnel returning via their agency's vehicles will plan the most direct, most practical routes to their homes. Resources that must travel long distances to home units should file a route plan with the DMOB Unit Leader and notify their home unit upon arrival.

MEDICAL PLAN (ICS 206 WF) Controlled Unclassified Information//Basic

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UNIT LOG		1. Incident Name	2. Date Prepared	3. Time Prepared		
4. Unit Name/Designators		5. Unit Leader (Name and Position)		6. Operational Period		
7. Personnel Roster Assigned						
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UNIT LOG (ICS 214)

(continuation):					
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