

# POPLAR DRIVE FIRE

NC-NCS-230037  
HENDERSON COUNTY  
District 1

Fiori Time Code: G/T/F 1434



18.TAKING A NAP NEAR THE FIRELINE

November 10-11, 2023

Friday-Saturday

Operational Period Day 0700-1900 hrs.

Operational Period Night 1900-0700 hrs.



<b>INCIDENT OBJECTIVES</b>	1. INCIDENT NAME <b>Poplar Drive Fire</b>	2. DATE PREPARED 11/9/23	3. TIME PREPARED 1800									
4. OPERATIONAL PERIOD (DATE/TIME) November 10-11, 2023 Day 0700-1900 / Night 1900-0700												
5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES)  <b>Control</b> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> </ol> <b>Management</b> <ol style="list-style-type: none"> <li>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.</li> <li>2. Ensure unified information release and communications of fire status is provided all agencies, cooperators and public.</li> <li>3. Assist North Carolina Forest Service Mountain Region in planning, resource tracking, and financial tracking of the R3 2023 Fall IA support Resources.</li> <li>4. Identify and document suppression repair and rehab points.</li> </ol>												
6. WEATHER FORECAST FOR OPERATIONAL PERIOD See attached forecast												
7. GENERAL SAFETY MESSAGE <b><u>HYDRATION/HEAT STRESS</u>- drink often and drink a lot, before you get thirsty. 4:1 water to sports drinks.</b>												
8. ATTACHMENTS (√ IF ATTACHED) <table style="width: 100%; border: none;"> <tr> <td><input checked="" type="checkbox"/> ORGANIZATION LIST (ICS 203)</td> <td><input checked="" type="checkbox"/> MEDICAL PLAN (ICS 206)</td> <td><input checked="" type="checkbox"/> SAFETY MESSAGE</td> </tr> <tr> <td><input checked="" type="checkbox"/> ASSIGNMENT LIST (ICS 204)</td> <td><input checked="" type="checkbox"/> INCIDENT MAP</td> <td><input checked="" type="checkbox"/> PHONE LIST</td> </tr> <tr> <td><input checked="" type="checkbox"/> COMMUNICATIONS PLAN (ICS 205)</td> <td><input type="checkbox"/> TRAVEL MAP</td> <td><input type="checkbox"/></td> </tr> </table>				<input checked="" type="checkbox"/> ORGANIZATION LIST (ICS 203)	<input checked="" type="checkbox"/> MEDICAL PLAN (ICS 206)	<input checked="" type="checkbox"/> SAFETY MESSAGE	<input checked="" type="checkbox"/> ASSIGNMENT LIST (ICS 204)	<input checked="" type="checkbox"/> INCIDENT MAP	<input checked="" type="checkbox"/> PHONE LIST	<input checked="" type="checkbox"/> COMMUNICATIONS PLAN (ICS 205)	<input type="checkbox"/> TRAVEL MAP	<input type="checkbox"/>
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<input checked="" type="checkbox"/> COMMUNICATIONS PLAN (ICS 205)	<input type="checkbox"/> TRAVEL MAP	<input type="checkbox"/>										
9. PREPARED BY (RESOURCE UNIT LEADER) Austin Harriett	10. APPROVED BY (INCIDENT COMMANDER) Kevin Harvell											

ORGANIZATION ASSIGNMENT LIST		9. Operations Section	
<b>1. Incident Name</b> <h1 style="text-align: center;">Poplar Drive Fire</h1>		Ops Day	D.LaFon / D. Vigil(t) / B. Rogers (t) / K. Waldrup M. Ostrander
		Ops Night	Rob Davis
		<b>a. Branch I Days</b>	
<b>2. Date</b> 11/9/23	<b>3. Time</b> 1700	Branch Director	
<b>4. Operational Period: November 10-11, 2023</b> Day 0700-1900 Night 1900-0700		Division/Group	<b>Alpha / Delta</b> H. Blake
		Division/Group	<b>Bravo</b> D. Poole
		Division/Group	<b>Charlie</b> L. Wicker
<b>5. Command and General Staff</b>		Group	<b>3/2/1 Structural</b> J. Ward
Incident Commander	Kevin Harvell		
Deputy IC			
Safety Officers	Greg Riggs Chad Brandon(t)	<b>b. Branch II Night</b>	
Information Officers	Carrie McCullen / Philip Jackson	Branch Director	
Liaison Officers	Jason Guidry / James Kimes	Division/Group	<b>A / B / C / D</b> B. Walker
<b>6. Agency Representatives</b>		Division/Group	<b>4/3/2/1 Structural</b> TBD
Agency	Name		
Henderson EM	Jimmy Brissie		
OSFM	Bruce Hodges (Day) David Morris (Night)	<b>c. Branch III</b>	
NCFS	Michael Cheek	Branch Director	
Edneyville Fire & Rescue	Robert Griffin	Division/Group	
Henderson Sheriff	Lowell Griffin	Division/Group	
<b>7. Planning Section</b>		Division/Group	
Chief	Dennis Register	Division/Group	
Deputy Structure	Victoria Cortes	Division/Group	
Resources Unit	Austin Harriett	<b>d. Branch IV</b>	
Resource Unit Structure	David Morgan		
Situation Unit	Richard Cockerham	Branch Director	
Situation Unit Structure	Jonathan Maness	Division/Group	
Documentation	Robin Roberson	Division/Group	
Demobilization Unit	Lisa Hartrick	Division/Group	
Field Observers		Division/Group	
GIS	Matthew Bishop / Matthew Haunsperger / Aaron Chamblee(t)	Division/Group	
Status Check-in	John Willis	<b>e. Other Groups</b>	
<b>8. Logistics Section</b>		UAS Group	
Chief	Jamie Logan	<b>f. Air Operations Branch</b>	
Deputy Structure	Tim McFalls	THSP / Air OPS	Jonathan Ross
Supply Unit	Patrick Raynor	Air Attack Supervisor	
Facilities Unit	Derek Arney	Air Support Supervisor	
Ground Support Unit	Frankie Britt	Helicopter Coordinator	
Communications Unit	Jimmy Meadows Jr.	Air Tanker Coordinator	
Communication Tech	Bruce Scott	Helibase Managers	
Radio Operator	Jacob Wheeler(t)	<b>10. Finance Section</b>	
ITSL Structure	Kyle Lutze	Chief	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 Structure	Justin Rhodes	Equipment Time Recorder	Jeana McDuffie
Director Structure	Toby Linville	Personel Time Recorder	Kristi Wilson
Supply Unit Structure	Ronnie Kilby	<b>Prepared by (Resource Unit Leader)</b>	
Mechanics	Chris Williams	Austin Harriett	



## Poplar Drive Weather Forecast



**FORECAST NO:** 02  
**PREDICTION FOR:** Friday/Friday Night  
**SHIFT DATE:** November 10, 2023  
**FORECAST ISSUED:** 1800 November 9, 2023

**NAME OF FIRE:** Poplar Drive  
**UNIT:** NCFS  
**SIGNED:** Incident Meteorologist  
 Terry Lebo

### WEATHER DISCUSSION:

A front will remain stalled just south of the area through the weekend. A series of weak waves will move along the boundary with each having the potential to spread light rain over portions of North Carolina. The best chances will be with the initial wave on Friday and the final wave early Sunday. Significant rainfall is not expected. High pressure will build in from the north Monday and Tuesday.

#### Friday:

**WEATHER:** Cloudy with periods of light rain and drizzle. Chance of rain 80%.  
**MAX TEMP: Valleys:** 57-63°F      **MIN RH: Valleys:** 70-80%  
                   **Ridgetops:** 50-57°F      **Ridgetops:** 80-90%  
**CHC WTG RAIN (0.10"):** 40%      **LAL:** 1  
**TOTAL RAINFALL:** 0.05-0.07"

**WINDS: Valley:** Northeast 4-7 mph.  
**(20 feet) Ridgetops:** North 5-8 mph with gusts 10-12 mph.

**MIXING HEIGHT:** Rising to 1,500 ft by 1500.      **TRANSPORT WIND:** North 8 mph.  
**INVERSION BREAK (Temp/Time):** No surface based inversion.

#### Friday night:

**WEATHER:** Cloudy with patchy light rain and drizzle in the evening.  
**MIN TEMP: Valleys:** 44-49°      **MAX RH: Valleys:** 90-100%  
                   **Ridgetops:** 40-45°      **Ridgetops:** 90-100%  
**CHC WTG RAIN:** 0%      **LAL:** 1  
**TOTAL RAINFALL:** 0.01-0.02"

**WINDS: Valleys:** Northwest 3-6 mph.  
**(20 FEET) Ridgetops:** Northwest 5-8 mph with occasional gusts around 10 mph.

**MIXING HEIGHT:** No surface based inversion.

### Extended Outlook:

Cloudy with temperatures below normal Saturday and Sunday. Highs will range from upper 40s to mid 50s with lows in the lower 40s to lower 50s. Humidity will be elevated with minimum values remaining above 60% through the weekend. Overnight recovery will be 95-100% Saturday and Sunday nights. Winds from the north and northeast with occasional shifts to southerly as each weak low pressure system passes south of the area. Wind speeds will be under 8 mph with infrequent gusts to 12 mph possible. A warming and drying trend will begin on Monday.

# FIRE BEHAVIOR FORECAST

FORECAST NUMBER: 4	TYPE OF FIRE: Wildfire
FIRE NAME: Poplar Drive	OPERATIONAL PERIOD: 11/10/2023
DATE ISSUED: 11/9/2023	TIME ISSUED: 1800
UNIT: NCFS – District 1, Henderson County	SIGNED: <i>David Greathouse</i> Typed/printed: David Greathouse - FBAN

## WEATHER:

**\*\*\*Cloudy with periods of light rain and drizzle\*\*\*  
.05”-.07” of precipitation expected  
*See fire weather forecast for details***

***Critical fire weather thresholds that shout watch out (Ref: Central Mountains FDRA pocket card)***  
Temperatures above 60°, Relative humidity below 30%, 20’ winds above 10mph

## FUELS:

This fire is burning in a typical southern Appalachian hardwood forest with timber litter and dead and down material. Areas of rhododendron can be found on the north and east slopes as well as along the creeks.

Fuel conditions are considered very dry for this time of year. Current ERC-X indices are above the 97<sup>th</sup> percentile, which is setting historical maximums. The 100-hour and 1000-hour fuel moistures are 16% and 19% Which are at or below historical minimums. Expect these fuels to completely consume when ignition occurs.

**Today's forecasted fine dead fuel moisture: 10% unshaded, 11% shaded**

## FIRE BEHAVIOR:

Minimal fire behavior is expected today with mainly creeping and smoldering in the dead and down surface and ground fuels

## AIR OPERATIONS:

Air operations may be limited today due to low ceilings

## SAFETY:

Dry fuels have caused quite a few stump holes to burn out. Be careful of your footing.

## HEALTH AND SAFETY MESSAGE

***SAFETY*** starts with ***YOU***

**INCIDENT:** Poplar Drive Fire

**DATE/SHIFT:** November 10, 2023

**Major Hazards and Risks:** Driving, Frontal Passage, IWI, and Communications

**Driving:**

- Drive Defensively. Obey traffic laws.
- Reduce speed on curvy roads and around switch backs.
- Roads around the fire are narrow and steep. These factors can make turning around difficult. Use passengers or other fire personnel as spotters when backing or maneuvering tight spaces.
- If the fire area receives rainfall, monitor fire lines for trafficability concerns. Even a small amount of precipitation could cause fire lines to become slick. Have a plan in place to safely leave the fire line before it becomes undrivable.

**Frontal Passage:**

- You should anticipate changes in wind speed and direction, temperature, RH, and possible rainfall.
- Erratic winds can cause snags to fall. Identify/flag snags and mitigate them as appropriate.
- Higher wind speeds can cause ladder fuels to ignite, leading to torching and fire runs in rhododendron.

**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.
- Close the loop with other personnel on all communications.

***Keep informed on fire weather conditions and forecasts!***

**Incident Safety Officers:**

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! 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.

<b>DIVISION ASSIGNMENT LIST</b>				<b>1. BRANCH</b>		2. Division/Group			
				<b>Day</b>		<b>Alpha / Delta</b>			
3. Incident Name <b>Poplar Drive Fire</b>				4. Operational Period Date: 11/10/23 Time: 0700-1900					
<b>5. Operations Personnel</b>									
Operations Chief		D. LaFon / D. Vigil(t) / B. Rogers		Division NCFS			H. Blake		
Operations Chief Structural				Division Structural					
<b>6. Resources Assigned This Period</b>									
Strike Team/Task Force/ Resource Designator		Leader		Last Shift	Resource #	Number Persons	Trans Needed	Drop Off PT / Time	Pick Up Pt / Time
DOZ 3X1		Cooper Aycock		11/21	O-73	1	No		
STEN		A. Matthews		11/17	O-16	1	No		
ENG6		K. Simpson/K. Breslin		11/17	E-19	2	No		
ENG6		C. Garrett/C. Gilkeson		11/18	E-20	2	No		
ENG6 Snow Camp Brush 1403		G. Roten/W. Schrock			E-521	2	No		
ENG6 Aurora Brush 6050		D. Williamson/KJ Tatum			E-522	2	No		
ENG6 Cypress Pointe Brush 228		B. Dick/R. Stewart			E-523	2	No		
HCM Bridge						5	No		
UTV (E-53)		Charlie Frye			E-53.2	1	No		
7. Control Operations									
<ol style="list-style-type: none"> <li>1. Task = Monitor burnout &amp; continue to mop up fireline. Monitor the fireline for leaf fall &amp; clean out as needed.</li> <li>2. Purpose = Ensure and maintain containment.</li> <li>3. End State = Safe &amp; efficient removal of heat by 100% within 20 feet of Alpha and 50 feet of Delta along the fireline and successfully complete burn out operations. Removal of heat 100% of the heat in the entire burn unit.</li> </ol>									
8. Special Instructions									
<ol style="list-style-type: none"> <li>1. Maintain full accountable of resources, equipment, and supplies.</li> <li>2. Maintain safe working distance from equipment.</li> <li>3. In the event of an IWI, utilize Fox 1 to contact structural resources to get EMS.</li> <li>4. Follow IWI protocol in IAP.</li> </ol>									
<b>9. Division/Group Communication Summary</b>									
Function	Frequency	System	Channel	Function	Frequency	System	Channel		
<b>Command</b>	See Communication Plan			<b>Logistics</b>	See Communication Plan				
<b>Tactical Div/Group</b>	See Communication Plan			<b>Air to Ground</b>	See Communication Plan				
Prepared By (Resource Unit Leader)			Approved By (Planning Sect. Ch.)			Date		Time	
<b>Austin Harriett</b>			<b>Dennis Register</b>			<b>11/9/23</b>		<b>1800</b>	









<b>DIVISION ASSIGNMENT LIST</b>				1. <b>BRANCH</b> <b>Night</b>		2. Division/Group <b>Alpha/Bravo/Charlie/Delta Structural 4/3/2/1</b>			
3. Incident Name <b>Poplar Drive Fire</b>				4. Operational Period Date: 11/10-11/23		Time: 1900-0700			
<b>5. Operations Personnel</b>									
Operations Chief		Rob Davis		Division NCFS			Bill Walker		
Operations Chief Structural		Deral Raynor		Division Structural			TBD		
<b>6. Resources Assigned This Period</b>									
Strike Team/Task Force/ Resource Designator		Leader		Last Shift	Resource #	Number Persons	Trans Needed	Drop Off PT / Time	Pick Up Pt / Time
TFLD		D. Rooks		11/19	O-24	1	No		
ENG6		R. Brown / A. Kittle		11/18	E-30	2	No		
ENG6		M. Thomas/ T. Mathis		11/19	E-31	2	No		
ENG6		B. Szilvay / E. Prevost		11/19	E-32	2	No		
ENG6		Z. Prevette / M. Harkins		11/19	E-33	2	No		
ENG6		P. Harrison/ H. Newsome		11/19	E-34	2	No		
ENG6 Rocky Mt. Brush 1		G. Pulley/C. Keeter			E-519	2	No		
ENG6 East Side Brush 19		R. Watts/L. Hunter/ J. Linthicum			E-520	3	No		
HCM R-1		D. Glazewski		11/18	C-1/C-2	9	No		
<b>Structural</b>									
Fletcher Brush									
Brush Truck TBD									
Brush Truck TBD									
Tanker TBD									
7. Control Operations <ol style="list-style-type: none"> <li><b>Task = Patrol, mop-up and improve fireline.</b></li> <li><b>Purpose = Ensure and maintain containment.</b></li> <li><b>End State = Safe &amp; efficient removal of heat where possible.</b></li> </ol>									
8. Special Instructions <ol style="list-style-type: none"> <li><b>Maintain full accountable of resources, equipment, and supplies.</b></li> <li><b>Maintain safe working distance from equipment.</b></li> <li><b>In the event of an IWI, utilize Fox 1 to contact structural resources to get EMS.</b></li> <li><b>Follow IWI protocol in IAP.</b></li> </ol>									
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Function	Frequency	System	Channel	Function	Frequency	System	Channel		
<b>Command</b>	See Communication Plan			<b>Logistics</b>	See Communication Plan				
<b>Tactical Div/Group</b>	See Communication Plan			<b>Air to Ground</b>	See Communication Plan				
Prepared By (Resource Unit Leader) <b>Austin Harriett</b>		Approved By (Planning Sect. Ch.) <b>Dennis Register</b>			Date <b>11/9/23</b>		Time <b>1800</b>		

INCIDENT RADIO COMMUNICATIONS PLAN				1. Incident Name Poplar Drive Fire		2. Date/ Time Prepared 11/9/23 16:00		3. Operational Period Date/Time Nov 10-11 2023 Day/Night Shift	
4. Basic Radio Channel Utilization Mode: W=Wideband, N=Narrowband, D=Digital, M=Mixed, T=Trunked									
Radio Type	Channel	Function	Frequency	Tone	Mode	Assignment	Remarks		
Viper	Events Ch Fox1	NCFS Operations	RX: 800MHz TX: 800MHz		T	Command Communications	FD / NCFS Interoperability Comms		
Viper	Events Ch Fox2	NCFS Logistics	RX: 800MHz TX: 800MHz		T	Logistical Communications	NCFS Comms		
VHF	Grp14 INC Ch4	NCFS Tactical	RX: 151.2650 TX: 151.2650	136.5 136.5	N	NCFS All Divisions	NCFS Comms		
Viper	Events Ch Bravo1	FD Operations	RX: 800MHz TX: 800MHz		T	FD All Divisions	FD Comms		
			RX: TX:						
VHF	EM Ops1	FD Logistics	RX: TX:		N	FD Logistics	FD Comms		
VHF	EM Main	FD Command	RX: TX:			FD Command	FD Comms		
VHF	Grp14 INC Ch8	Aviation	RX: 171.5750 TX: 171.5750	131.8 131.8	N	NC Air to Ground	NCFS Comms		
			RX: TX:						
			RX: TX:						
			RX: TX:						
			RX: TX:						
			RX: TX:						
			RX: TX:						
VHF	Inc 15	Air Guard	RX: 168.6250 TX: 168.6250	110.9	N	USFS Air Guard Channel			
			RX: TX:						
5. Prepared by (Communications Unit) Jimmy Meadows COML									

## MEDICAL PLAN (ICS 206)

<b>1. Incident Name:</b>	<b>2. Operational Period:</b> Date From: _____ Time From: _____	Date To: _____ Time To: _____
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3. Medical Aid Stations:			
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

4. Transportation (indicate air or ground):			
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS

5. Hospitals:							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>6. Special Medical Emergency Procedures:</b>          <input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.
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<b>7. Prepared by</b> (Medical Unit Leader): Name: _____	Signature: <u>Stewart Niemyer</u>	
<b>8. Approved by</b> (Safety Officer): Name: _____	Signature: <u>Chad Brandon</u>	
<b>ICS 206</b>	<b>IAP Page</b> _____	<b>Date/Time:</b> _____

## AIR OPERATIONS SUMMARY (ICS 220)

<b>1. Incident Name:</b>  	<b>2. Operational Period:</b> Date From: _____ Date To: _____ Time From: _____ Time To: _____	<b>3. Sunrise:</b> _____ <b>Sunset:</b> _____																																																																														
<b>4. Remarks</b> (safety notes, hazards, air operations special equipment, etc.):  		<b>5. Ready Alert Aircraft:</b> Medivac: _____ New Incident: _____																																																																														
<b>7. Personnel:</b> Name: _____ Phone Number: _____ Air Operations Branch Director Air Support Group Supervisor Air Tactical Group Supervisor Helicopter Coordinator THSP Air OPS		AM FM	<b>6. Temporary Flight Restriction Number:</b> Altitude: Center Point:  <b>9. Fixed-Wing</b> (category/kind/type, make/model, N#, base): Air Tactical Group Supervisor Aircraft:																																																																													
<b>8. Frequencies:</b> Air/Air Fixed-Wing  Air/Air Rotary-Wing – Flight Following Air/Ground Command Deck Coordinator Take-Off & Landing Coordinator Air Guard		<b>10. Helicopters</b> (use additional sheets as necessary): <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">FAA N#</th> <th style="width: 20%;">Category/Kind/Type</th> <th style="width: 20%;">Make/Model</th> <th style="width: 10%;">Base</th> <th style="width: 10%;">Available</th> <th style="width: 10%;">Start</th> <th style="width: 10%;">Remarks</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>		FAA N#	Category/Kind/Type	Make/Model	Base	Available	Start	Remarks																																																																						
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<b>11. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____ Date: _____ 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](mailto: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.

CREW TIME REPORT					
1) CREW NAME		2) CREW NUMBER O-12			
3) OFFICE RESPONSIBLE FOR FIRE NCFS		4) FIRE NAME 2023 R-3 IA Support		5) FIRE NUMBER NC-NCS-230037	
RE-MARKS NO.	NAME OF EMPLOYEE	CLASSIFICATION	DATE 11-6/23		DATE
			Military Time	Military Time	
T	Chester Von Wiggins	DIVS	ON	OFF	
			0700	1130	
			1130	1230	
			1300	1700	
11) REMARKS					
T= Travel					
Fire Name: Roadrunner Fire					
District 1 (Use District you are assigned to that day)					
12) OFFICER-IN-CHARGE (Signature) Bridgit Gallagher					13) TITLE (Officer-in-Charge) FSCC(T)
14) NAME (Person Posting to Emergency Time Report)					15) DATE

EMERGENCY EQUIPMENT SHIFT TICKET			
NOTE: The responsible Government Officer will update this form each day or shift and make initial and final equipment inspections.			
1. AGREEMENT NUMBER		2. CONTRACTOR (name)	
3. INCIDENT OR PROJECT NAME 2023 R-3 IA Support		4. INCIDENT NUMBER NC-NCS-230037	
6. EQUIPMENT MAKE Ford		7. EQUIPMENT MODEL F-350	
9. SERIAL NUMBER 748939350		10. LICENSE NUMBER PK-1234	
12. DATE MO/DAY/YR 11/6/23		13. EQUIPMENT USE HOURS/DAYS/MILES(circle one)	
START		STOP	
0800		1200	
2000		2030	
		.5	
		4	
		T	
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE <i>Chester Von Wiggins</i>			
18. GOVERNMENT OFFICER'S SIGNATURE Bridgit Gallagher			
19. DATE SIGNED 11/6/23			
15. EQUIPMENT STATUS <input type="checkbox"/> a. Inspected and under agreement <input type="checkbox"/> b. Released by Government <input type="checkbox"/> c. Withdrawn by Contractor			
16. INVOICE POSTED BY (Recorder's initials)			
14. REMARKS (released, down time and cause, problems, etc.) T=Travel to Incident Rate: \$67.00 Fuel Cost \$95.00 Roadrunner Fire District 1 (Use District you are assigned to that day)			
11. OPERATING SUPPLIES FURNISHED BY <input checked="" type="checkbox"/> CONTRACTOR (wet) <input type="checkbox"/> GOVERNMENT (dry)			
8. OPERATOR FURNISHED BY <input checked="" type="checkbox"/> CONTRACTOR VonWiggins, Chester <input type="checkbox"/> GOVERNMENT			
5. OPERATOR (name) VonWiggins, Chester			
1. AGREEMENT NUMBER		E-12	



Poplar Drive Fire Phone Roster			
NAME	POSITION	PHONE NUMBERS	ALTERNATE PHONE
<b>COMMAND &amp; GENERAL STAFF</b>			
Kevin Harvell	IC	919-548-4190	
Greg Riggs	SOFC	252-229-0162	
Chad Brandon	SOFC(t)	252-567-0823	
Carrie McCullen	PIOC	910-874-2629	
Phillip Jackson	PIOT	919-641-4973	
Jason Guidry	LOFR	828-273-0982	
James Kimes	LOFR	919-218-7736	
<b>AGENCY REPS</b>			
Jimmy Brissie	Henderson EM	828-674-4464	
Bruce Hodges	OSFM	919-218-7819	
David Morris	OSFM	919-348-3656	
Robert Griffin	Edneyville Fire & Rescue	828-551-3900	
Lowell Griffin	Henderson Sheriff	828-697-4596	
Michael Cheek	NCFS	828-231-2691	
<b>OPERATIONS</b>			
David LaFon	OSC	252-312-4367	
Dwayne Vigil(t)	OSC	828-593-9282	
Mike Ostrander	OSC (Structure)	828-290-0130	
David Poole	DIVS	336-250-0027	
Brain Rogers	DIVS	828-450-5209	
Lee Wicker	DIVS	828-435-0606	
Hagen Blake	DIVS	910-641-1441	
Bill Walker	DIVS (Night)	910-641-1439	
Rob Davis	DIVS (Night)	252-548-4780	
Little	DIVS (Night)		
Kevin Waldrup	OSC (Structure)	828-674-1449	
Jonathan Ross	THSP	704-695-4294	
<b>FINANCE</b>			
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	
<b>PLANNING</b>			
Dennis Register	PSC	252-229-0165	
Victoria Cortes	PSC (Structure)	828-458-9209	
Austin Harriett	RESL	252-229-0810	
David Morgan	RESL (Structure)	828-636-2733	
Richard Cockerham	SITL	704-616-0747	
Robin Roberson	DOCL	919-636-0737	
Lisa Hartrick	DMOB	910-874-0905	
John Willis	SCKN(t)	704-910-9063	
<b>LOGISTICS</b>			
Jamie Logan	LSCC	828-399-1141	
Tim McFalls	LSC (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	
Jacob Wheeler	RADO	910-985-0303	
Kyle Lutze	ITSL (Structure)	949-310-7254	
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	
Chris Williams	GMEC	910-501-7759	

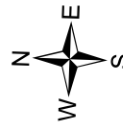
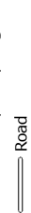
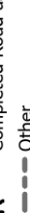
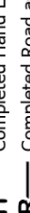
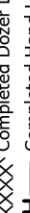
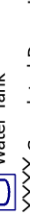
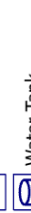
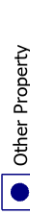
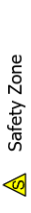
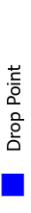
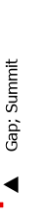
# IAP Map

Poplar Drive

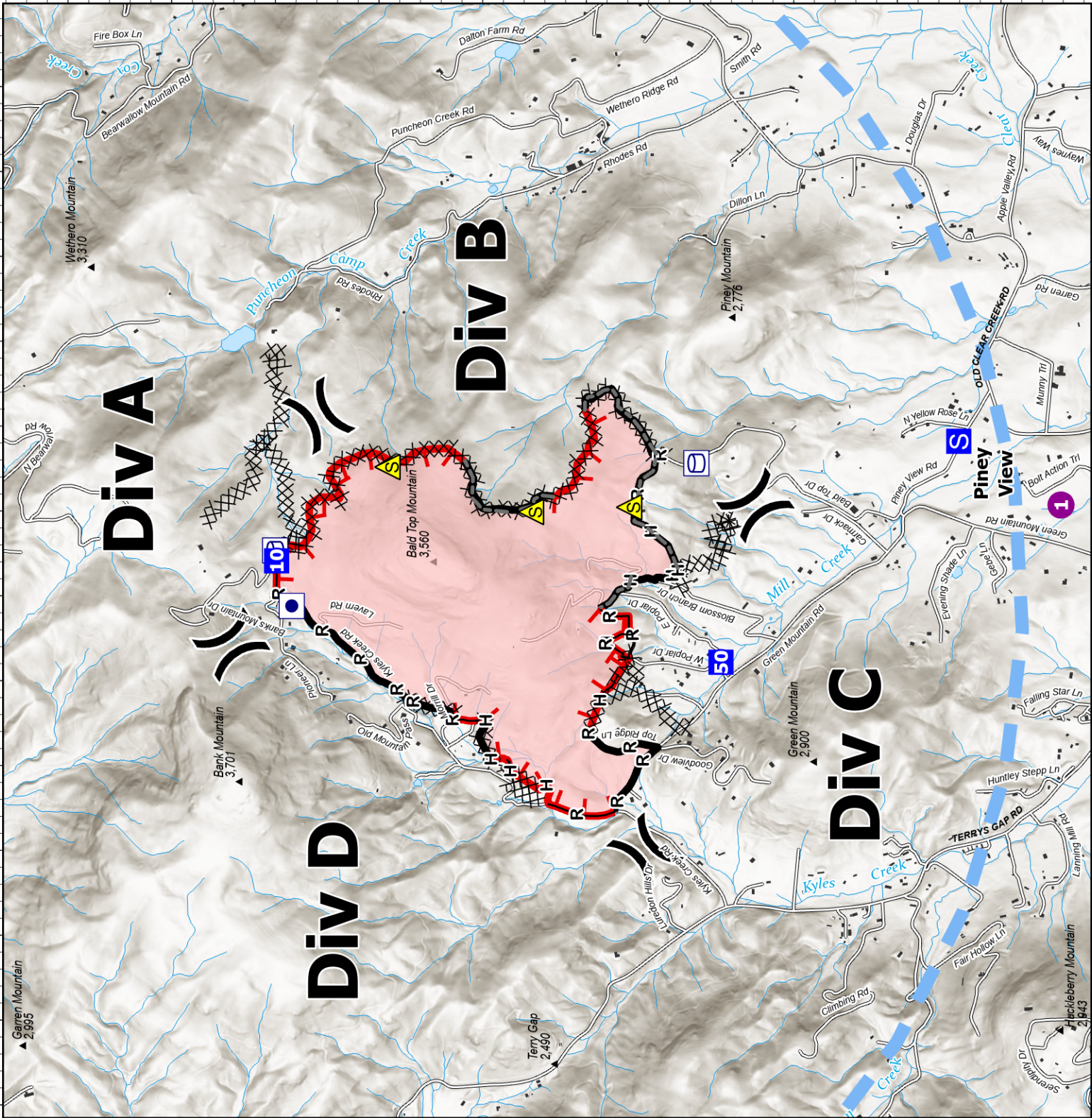
NC-NCS-230039

11/10/2023 Day Shift

434 acres at 11/9/2023 @ 1632 hrs



NCFS IMT  
11/9/2023 1817  
Acres from IR and GPS  
North American 1983 Datum



## **DEMOBILIZATION PROCEDURES FOR INCIDENT PERSONNEL**

1. 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

## Medical Incident Report

**FOR A NON-EMERGENCY INCIDENT, WORK THROUGH CHAIN OF COMMAND TO REPORT AND TRANSPORT INJURED PERSONNEL AS NECESSARY.**

**FOR A MEDICAL EMERGENCY: IDENTIFY ON-SCENE INCIDENT COMMANDER BY NAME AND POSITION AND ANNOUNCE "MEDICAL EMERGENCY" TO INITIATE RESPONSE FROM IMT COMMUNICATIONS/DISPATCH.**

**Use the following items to communicate situation to communications/dispatch.**

**1. CONTACT COMMUNICATIONS / DISPATCH** (Verify correct frequency prior to starting report)

*Ex: "Communications, Div. Alpha. Stand-by for Emergency Traffic."*

**2. INCIDENT STATUS:** Provide incident summary (including number of patients) and command structure.

*Ex: "Communications, I have a Red priority patient, unconscious, struck by a falling tree. Requesting air ambulance to Forest Road 1 at (Lat./Long.) This will be the Trout Meadow Medical, IC is TFLD Jones. EMT Smith is providing medical care."*

Severity of Emergency / Transport Priority	<input type="checkbox"/> <b>RED / PRIORITY 1 Life or limb threatening injury or illness. Evacuation need is IMMEDIATE</b> <i>Ex: Unconscious, difficulty breathing, bleeding severely, 2° – 3° burns more than 4 palm sizes, heat stroke, disoriented.</i> <input type="checkbox"/> <b>YELLOW / PRIORITY 2 Serious Injury or illness. Evacuation may be DELAYED if necessary.</b> <i>Ex: Significant trauma, unable to walk, 2° – 3° burns not more than 1-3 palm sizes.</i> <input type="checkbox"/> <b>GREEN / PRIORITY 3 Minor Injury or illness. Non-Emergency transport</b> <i>Ex: Sprains, strains, minor heat-related illness.</i>	
Nature of Injury or Illness & Mechanism of Injury		<i>Brief Summary of Injury or Illness (Ex: Unconscious, Struck by Falling Tree)</i>
Evacuation Request		<i>Air Ambulance / Short Haul/Hoist Ground Ambulance / Other</i>
Patient Location		<i>Descriptive Location &amp; Lat. / Long. (WGS84)</i>
Incident Name		<i>Geographic Name + Medical (Ex: Trout Meadow Medical)</i>
On-Scene Incident Commander		<i>Name of on-scene IC of Incident within an Incident (Ex: TFLD Jones)</i>
Patient Care		<i>Name of Care Provider (Ex: EMT Smith)</i>

**3. INITIAL PATIENT ASSESSMENT:** Complete this section for each patient as applicable (start with the most severe patient)

Patient Assessment: See IRPG PAGE 106

Treatment:

**4. EVACUATION PLAN:**

Evacuation Location (if different): (Descriptive Location (drop point, intersection, etc.) or Lat. / Long.) Patient's ETA to Evacuation Location:

Helispot / Extraction Site Size and Hazards:

**5. ADDITIONAL RESOURCES / EQUIPMENT NEEDS:**

*Example: Paramedic/EMT, crews, immobilization devices, AED, oxygen, trauma bag, IV/fluid(s), splints, rope rescue, wheeled litter, HAZMAT, extrication*

**6. COMMUNICATIONS: Identify State Air/Ground EMS Frequencies and Hospital Contacts as applicable**

Function	Channel Name/Number	Receive (RX)	Tone/NAC *	Transmit (TX)	Tone/NAC *
COMMAND					
AIR-TO-GRND					
TACTICAL					

**7. CONTINGENCY: Considerations:** If primary options fail, what actions can be implemented in conjunction with primary evacuation method? Be thinking ahead..

**8. ADDITIONAL INFORMATION:** Updates/Changes, etc.

**REMEMBER:** Confirm ETAs of resources ordered. Act according to your level of training. Be Alert. Keep Calm. Think Clearly. Act Decisively.



