

POPLAR DRIVE FIRE

NC-NCS-230037
HENDERSON COUNTY
District 1

Fiori Time Code: G/T/F 1434



November 12-13, 2023

Sunday-Monday

Operational Period Day 0700-1900 hrs.

Operational Period Night 1900-0700 hrs.



INCIDENT OBJECTIVES	1. INCIDENT NAME Poplar Drive Fire	2. DATE PREPARED 11/11/23	3. TIME PREPARED 1800									
4. OPERATIONAL PERIOD (DATE/TIME) November 12-13, 2023 Day 0700-1900 / Night 1900-0700												
5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES) Control <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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. 5. All incident personnel will be treated with dignity and respect. We exhibit care, concern, or consideration for others. This incident has zero tolerance for harassment, alcohol or drug use. 												
6. WEATHER FORECAST FOR OPERATIONAL PERIOD See attached forecast												
7. GENERAL SAFETY MESSAGE <u>HYDRATION/HEAT STRESS</u>- drink often and drink a lot, before you get thirsty. 4:1 water to sports drinks.												
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	
1. Incident Name Poplar Drive Fire		Ops Day	D.LaFon / D. Vigil(t) / B. Rogers (t) / K. Waldrup M. Ostrander
		Ops Night	Rob Davis
		a. Branch I Day	
2. Date 11/11/23	3. Time 1700	Branch Director	
4. Operational Period: November 12-13, 2023 Day 0700-1900 Night 1900-0700		Division/Group	Alpha / Delta H. Blake
		Division/Group	Bravo D. Poole
		Division/Group	Charlie J. Odom(t)
5. Command and General Staff		Group	3/2/1 Structural C. Myers
Incident Commander	Kevin Harvell		
Deputy IC			
Safety Officers	Greg Riggs Chad Brandon(t)	b. Branch II Night	
Information Officers	Carrie McCullen Philip Jackson	Branch Director	
Liaison Officers	Jason Guidry / James Kimes	Division/Group	A / B / C / D B. Walker
		Division/Group	
		Division/Group	
6. Agency Representatives		Division/Group	
Agency	Name	Division/Group	
Henderson EM	Jimmy Brissie	Division/Group	
OSFM	Bruce Hodges (Day)	c. Branch III	
	David Morris (Night)		
NCFS	Michael Cheek	Branch Director	
Edneyville Fire & Rescue	Robert Griffin	Division/Group	
Henderson Sheriff	Lowell Griffin	Division/Group	
Area Cordinator EM	Danny Gee	Division/Group	
Washington Agency Rep.	Todd Welker	Division/Group	
7. Planning Section		Division/Group	
Chief	Dennis Register	Division/Group	
Deputy Structure	Victoria Cortes	Division/Group	
Resources Unit	Austin Harriett	d. Branch IV	
Resource Unit Structure			
Situation Unit	Richard Cockerham	Branch Director	
Situation Unit Structure		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	
		Division/Group	
		Division/Group	
Status Check-in	John Willis	e. Other Groups	
8. Logistics Section		UAS Group	
Chief	Jamie Logan	f. Air Operations Branch	
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)	10. Finance Section	
Radio Operator	Emily Whichard(t)	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		Personel Time Recorder	Kristi Wilson
Supply Unit Structure		Prepared by (Resource Unit Leader)	
Mechanics	Chris Williams	Austin Harriett	



Poplar Drive Weather Forecast



FORECAST NO: 04
PREDICTION FOR: Sunday/Sunday Night
SHIFT DATE: November 12, 2023
FORECAST ISSUED: 1800 November 11, 2023

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

WEATHER DISCUSSION:

Clouds and patchy drizzle Sunday morning will shift east with some clearing in the afternoon. Dry high pressure will build in from the west Monday and Tuesday. A reinforcing shot of cooler and drier air will follow a dry cold front Tuesday night into Wednesday. Low pressure developing along the Gulf Coast this week may bring clouds and unsettled weather to the area Wednesday and Thursday.

SUNDAY:

WEATHER: Mostly cloudy with patchy drizzle between 0500 and 0800. Gradual clearing around midday with partly to mostly sunny skies in the afternoon.

MAX TEMP:	Valleys: 51-57°F	MIN RH:	Valleys: 50-60%
	Ridgetops: 47-53°F		Ridgetops: 55-65%
CHC WTG RAIN (0.10"):	0%	LAL:	1
TOTAL RAINFALL:	Trace		

WINDS: **Valley:** Light and variable to calm in the morning then from the southeast 2-4 mph around midday. Upslope 2-4 mph in the afternoon on south and southwest facing slopes.
(20 feet) Ridgetops: From the northeast 3-5 mph with gusts to 10 mph becoming north late.

MIXING HEIGHT: Rising to 2,000 ft around 1300.
INVERSION BREAK (Temp/Time): 45F/1000

TRANSPORT WIND: East 10 mph.

SUNDAY NIGHT:

WEATHER: Partly cloudy with areas of early morning fog.

MIN TEMP:	Valleys: 33-39°	MAX RH:	Valleys: 80-90%
	Ridgetops: 42-47°		Ridgetops: 60-70%
CHC WTG RAIN:	0%	LAL:	1

WINDS: **Valleys:** Light and variable in the evening becoming downslope 2 to 4mph around 1900
(20 FEET) Ridgetops: North 3-6 mph becoming northwest with gusts to 10 mph after midnight.

MIXING HEIGHT: Inversion developing around 1800.

Extended Outlook:

Cool and dry high pressure will gradually moderate Monday and Tuesday with temperatures near to slightly above normal, low to mid 60s. Afternoon humidity will range 20-30% Monday and Tuesday with light winds from the northwest to northeast. A dry cold front will drop temperatures below normal on Wednesday, but the accompanying dry air will contribute to afternoon humidity below 40%. No significant winds will be associated with the front.

FIRE BEHAVIOR FORECAST

FORECAST NUMBER: 6	TYPE OF FIRE: Wildfire
FIRE NAME: Poplar Drive	OPERATIONAL PERIOD: 11/12/2023
DATE ISSUED: 11/11/2023	TIME ISSUED: 1800
UNIT: NCFS – District 1, Henderson County	SIGNED: <i>David Greathouse</i> Typed/printed: David Greathouse - FBAN

WEATHER:

*****Mostly cloudy with patchy drizzle between 0500 and 0800.*****
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. Fuel conditions can be considered extremely dry for this time of year. Current ERC-X indices are above the 97th 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.

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 12, 2023

Major Hazards and Risks: Driving, Complacency, and IWI

Driving:

- Always use a spotter when backing or maneuvering in tight areas.
- 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.
- With rainfall, monitor fire lines for trafficability concerns. Have a plan in place to safely leave the fire line before it becomes undriveable. Fire lines will become extremely slick when wet.

Human Factors and Complacency on the fire line:

- Stay engaged and deliberate in your actions.
- Human factors are a contributing cause in accidents, including a loss of situational awareness. Reduced situational awareness can lead to insufficient decision making and errors. Continue to update and reevaluate your situational awareness.
- Fatigue, stress, hazardous attitudes, and conflicts should be mitigated before they lead to unsafe actions.
- Be an active thinker and observer on the fire line. Stop, reevaluate, and make careful, informed decisions- especially when you are tired or unsure.
- There are many out of town resources arriving daily. Arriving resources should make sure they get an adequate in-briefing. Tap into local knowledge to update situational awareness.

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. Follow IWI protocols to advise the IMT of an emergency.
- If a person is injured, make sure that person is cared for. Secure the scene to ensure no further risk to personnel.
- See Section 6 of the Medical Plan (ICS 206) in the IAP for the step-by-step process in the event of a medical emergency.
- Utilize VIPER FOX 1 (command channel) to contact structural fire to get EMS in route.

Keep informed on fire weather conditions and forecasts!

Incident Safety Officers:

Greg Riggs (SOFC), Chad Brandon (SOFC-T)

Small fires or deceptively quiet areas of large fires are contributing factors of fatality or near miss fires. Maintain and reevaluate your situational awareness.

REMEMBER

LOOKOUTS

COMMUNICATIONS

ESCAPE ROUTES

SAFETY ZONES

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.

DIVISION ASSIGNMENT LIST			1. BRANCH		2. Division/Group		
			Day		Alpha / Delta		
3. Incident Name Poplar Drive Fire			4. Operational Period Date: 11/12/23 Time: 0700-1900				
5. Operations Personnel							
Operations Chief	D. LaFon / D. Vigil(t) / B. Rogers		Division NCFS		H. Blake		
Operations Chief Structural			Division Structural				
6. Resources Assigned This Period							
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		
TFLD	D. Rooks	11/19	O-24	1	No		
ENG6 11-71	R. Brown / A. Kittle	11/18	E-30	2	No		
ENG6 10-76	M. Thomas/ T. Mathis	11/19	E-31	2	No		
ENG6 3-30	B. Szilvay / E. Prevost	11/19	E-32	2	No		
ENG6 3-41	Z. Prevette / M. Harkins	11/19	E-33	2	No		
ENG6 5-40	P. Harrison/ H. Newsome	11/19	E-34	2	No		
STEN	A. Matthews	11/17	O-16	1	No		
ENG6 13-30	K. Simpson/K. Breslin	11/17	E-19	2	No		
ENG6 13-40	C. Garrett/C. Gilkeson	11/18	E-20	2	No		
ENG6 Snow Camp Brush 1403	G. Roten/W. Schrock	11/12	E-521	2	No		
ENG6 Aurora Brush 6050	D. Williamson/KJ Tatum	11/12	E-522	2	No		
ENG6 Burgaw Brush 15	L. Harrell/C. Jasper	11/12	E-518	2	No		
UTV	Unstaffed		E-53	0	No		
7. Control Operations							
<ol style="list-style-type: none"> Task = Monitor burnout & continue to mop up fireline. Access leaf fall around structures and determine work required to remove leaf fall around 50% of structures. Purpose = Ensure and maintain containment. End State = Safe & efficient removal of heat by 100% within 30 feet of Alpha and 60 feet of Delta along the fireline and successfully complete burn out operations. Removal of heat 100% of the heat in the entire burn unit. 							
8. Special Instructions							
<ol style="list-style-type: none"> Maintain full accountable of resources, equipment, and supplies. Maintain safe working distance from equipment. In the event of an IWI, utilize Fox 1 to contact structural resources to get EMS. Follow IWI protocol in IAP. 							
9. Division/Group Communication Summary							
Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command	See Communication Plan			Logistics	See Communication Plan		
Tactical Div/Group	See Communication Plan			Air to Ground	See Communication Plan		
Prepared By (Resource Unit Leader)		Approved By (Planning Sect. Ch.)		Date		Time	
Austin Harriett		Dennis Register		11/11/23		1800	

DIVISION ASSIGNMENT LIST			1. BRANCH Day		2. Division/Group Charlie		
3. Incident Name Poplar Drive Fire			4. Operational Period Day Date: 11/12/23 Time: 0700-1900				
5. Operations Personnel							
Operations Chief	D. LaFon / D. Vigil(t) / B. Rogers		Division NCFS		J. Odom		
Operations Chief Structural			Division Structural				
6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	Resource #	Number Persons	Trans Needed	Drop Off PT / Time	Pick Up Pt / Time
ENG6 Rocky Mt. Brush 1	J. Wells/K. Evans	11/12	E-519	2	No		
ENG6 East Side Brush 19	A. Talbott/E. Hoffman/ M. Talbott	11/12	E-520	3	No		
HCM R-1	D. Glazewski	11/18	C-1/C-2	9	No		
HCM Dupont	M. Santucci		C-501	2	No		
UTV	Unstaffed			0	No		
7. Control Operations							
<ol style="list-style-type: none"> Task = Mop-up and improve fire line. Access leaf fall around structures and determine work required to remove leaf fall around 50% of structures. Purpose = Ensure and maintain containment. End State = Safe & efficient removal of heat by 100% within 50 feet of the fireline. 							
8. Special Instructions							
<ol style="list-style-type: none"> Maintain full accountable of resources, equipment, and supplies. Maintain safe working distance from equipment. In the event of an IWI, utilize Fox 1 to contact structural resources to get EMS. Follow IWI protocol in IAP. 							
9. Division/Group Communication Summary							
Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command	See Communication Plan			Logistics	See Communication Plan		
Tactical Div/Group	See Communication Plan			Air to Ground	See Communication Plan		
Prepared By (Resource Unit Leader) Austin Harriett		Approved By (Planning Sect. Ch.) Dennis Register		Date 11/11/23	Time 1800		

INCIDENT RADIO COMMUNICATIONS PLAN				1. Incident Name Poplar Drive Fire		2. Date/ Time Prepared 11/11/2023 4:00:00 PM		3. Operational Period Date/Time Nov 12-13-2023 Day/Night Shift	
4. Basic Radio Channel Utilization Mode: W=Wideband, N=Narrowband, D=Digital, M=Mixed, T=Trunked									
Radio Type	Channel Events Ch Fox2	Function	Frequency	Tone	Mode	Assignment	Remarks		
Viper		R3 Severity	RX: 800MHz TX: 800MHz		T	Operational Communications	For Tracking Severity Resources		
Viper	Events Ch Fox1	NCFS Operations	RX: 800MHz TX: 800MHz		T	Command 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		
			RX: TX:						
			RX: TX:						
			RX: TX:						
			RX: TX:						
			RX: TX:						
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:						
			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)

1. Incident Name:	2. Operational Period: 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

6. Special Medical Emergency Procedures:
<input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.

7. Prepared by (Medical Unit Leader): Name: _____	Signature: <u>Stewart Niemyer</u>	
8. Approved by (Safety Officer): Name: _____	Signature: <u>Chad Brandon</u>	
ICS 206	IAP Page _____	Date/Time: _____

Finance Information for Districts and Resources

Submit CTRs and Shift Tickets **DAILY**

Paper copies can be left at the district office to be picked up by a team member or emailed to:

ncfs.int.finance@ncagr.gov

- Include the **Fire Name** and **District** you are assigned to in the remarks section of all CTRs and STs.
- Include dollar amount of fuel purchased in **Box 14 Remarks** on the shift ticket.
- Please show travel time on your documents and include **TRAVEL** in remarks. You only have travel on your first and last day.
- 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.**

2023 R-3 Fall IA Support, NC-NCS-230037 Examples

CREW TIME REPORT					
(1) CREW NAME			(2) CREW NUMBER		
NCFS			O-25		
(3) OFFICE RESPONSIBLE FOR FIRE		(4) FIRE NAME		(5) FIRE NUMBER	
NCFS		2023 R-3 FALL IA Support		NC-NCS-230037	
(6) RE-MARKS NO.	(7) NAME OF EMPLOYEE	(8) CLASSIFICATION	(9) DATE		(10) DATE
			Military Time	Military Time	
T	Chester VonWiggins	DIVS	0700	1130	
			1200	1900	
(11) REMARKS					
T = Travel					
Fire Name					
District you are working in					
(12) OFFICER-IN-CHARGE (Signature)			(13) TITLE (Officer-in-Charge)		
Bridgit Gallagher			FSCC(T)		
(14) NAME (Person Posting to Emergency Time Report)					(15) DATE

EMERGENCY EQUIPMENT SHIFT TICKET						E-25	
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			4. INCIDENT NUMBER		5. OPERATOR (name)		
2023 R-3 Fall IA Support			NC-NCS-230037		VonWiggins, Chester		
6. EQUIPMENT MAKE			7. EQUIPMENT MODEL		8. OPERATOR FURNISHED BY		
Ford			F-150		<input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> GOVERNMENT		
9. SERIAL NUMBER			10. LICENSE NUMBER		11. OPERATING SUPPLIES FURNISHED BY		
last 5 of VIN #			PP-1234		<input checked="" type="checkbox"/> CONTRACTOR (wet) <input type="checkbox"/> GOVERNMENT (dry)		
12. DATE		13. EQUIPMENT USE					
MO/DAY/YR		START	STOP	HOURS/DAYS/MILES(circle one)		14. REMARKS (released, down time and cause, problems, etc.)	
				WORK	SPECIAL	T=Travel Rate=\$32.00 Fire Name District you are working in	
11/10/23		0800	1200	4	T		
11/10/23		1200	1230	.50		15. EQUIPMENT STATUS	
11/10/23		2000	2030	.50		<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)						19. DATE SIGNED	
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE						18. GOVERNMENT OFFICER'S SIGNATURE	
Chester VonWiggins						Bridgit Gallagher	
NSN 7540-01-119-562850297-102						OPTIONAL FORM 297 (Rev. 7-90) USDA/USDI	

2024 NCFS Incident Support, NC-NCS-230041 Examples (All Out-of-State Resources only)

CREW TIME REPORT					
(1) CREW NAME			(2) CREW NUMBER		
NCFS			O-25		
(3) OFFICE RESPONSIBLE FOR FIRE		(4) FIRE NAME		(5) FIRE NUMBER	
NCFS		2024 NCFS Large Inc Supp		NC-NCS-230041	
(6) RE-MARKS NO.	(7) NAME OF EMPLOYEE	(8) CLASSIFICATION	(9) DATE		(10) DATE
			Military Time	Military Time	
T	Chester VonWiggins	DIVS	0700	1130	
			1200	1900	
(11) REMARKS					
T = Travel					
Fire Name					
District you are working in					
(12) OFFICER-IN-CHARGE (Signature)			(13) TITLE (Officer-in-Charge)		
Bridgit Gallagher			FSCC(T)		
(14) NAME (Person Posting to Emergency Time Report)					(15) DATE

EMERGENCY EQUIPMENT SHIFT TICKET						E-25	
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			4. INCIDENT NUMBER		5. OPERATOR (name)		
2024 NCFS Large Incident Support			NC-NCS-230041		VonWiggins, Chester		
6. EQUIPMENT MAKE			7. EQUIPMENT MODEL		8. OPERATOR FURNISHED BY		
Ford			F-150		<input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> GOVERNMENT		
9. SERIAL NUMBER			10. LICENSE NUMBER		11. OPERATING SUPPLIES FURNISHED BY		
last 5 of VIN #			PP-1234		<input checked="" type="checkbox"/> CONTRACTOR (wet) <input type="checkbox"/> GOVERNMENT (dry)		
12. DATE		13. EQUIPMENT USE					
MO/DAY/YR		START	STOP	HOURS/DAYS/MILES(circle one)		14. REMARKS (released, down time and cause, problems, etc.)	
				WORK	SPECIAL	T=Travel Rate=\$32.00 Fire Name District you are working in	
11/10/23		0800	1200	4	T		
11/10/23		1200	1230	.50		15. EQUIPMENT STATUS	
11/10/23		2000	2030	.50		<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)						19. DATE SIGNED	
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE						18. GOVERNMENT OFFICER'S SIGNATURE	
Chester VonWiggins						Bridgit Gallagher	
NSN 7540-01-119-562850297-102						OPTIONAL FORM 297 (Rev. 7-90) USDA/USDI	

*Resource is responsible for turning in all documentation to finance

**Any finance questions can be emailed to ncfs.int.finance@ncagr.gov

IAP Map

Poplar Drive
NC-NCS-230039
11/12/2023 Day Shift

434 acres at 11/9/2023 @ 1632 hrs

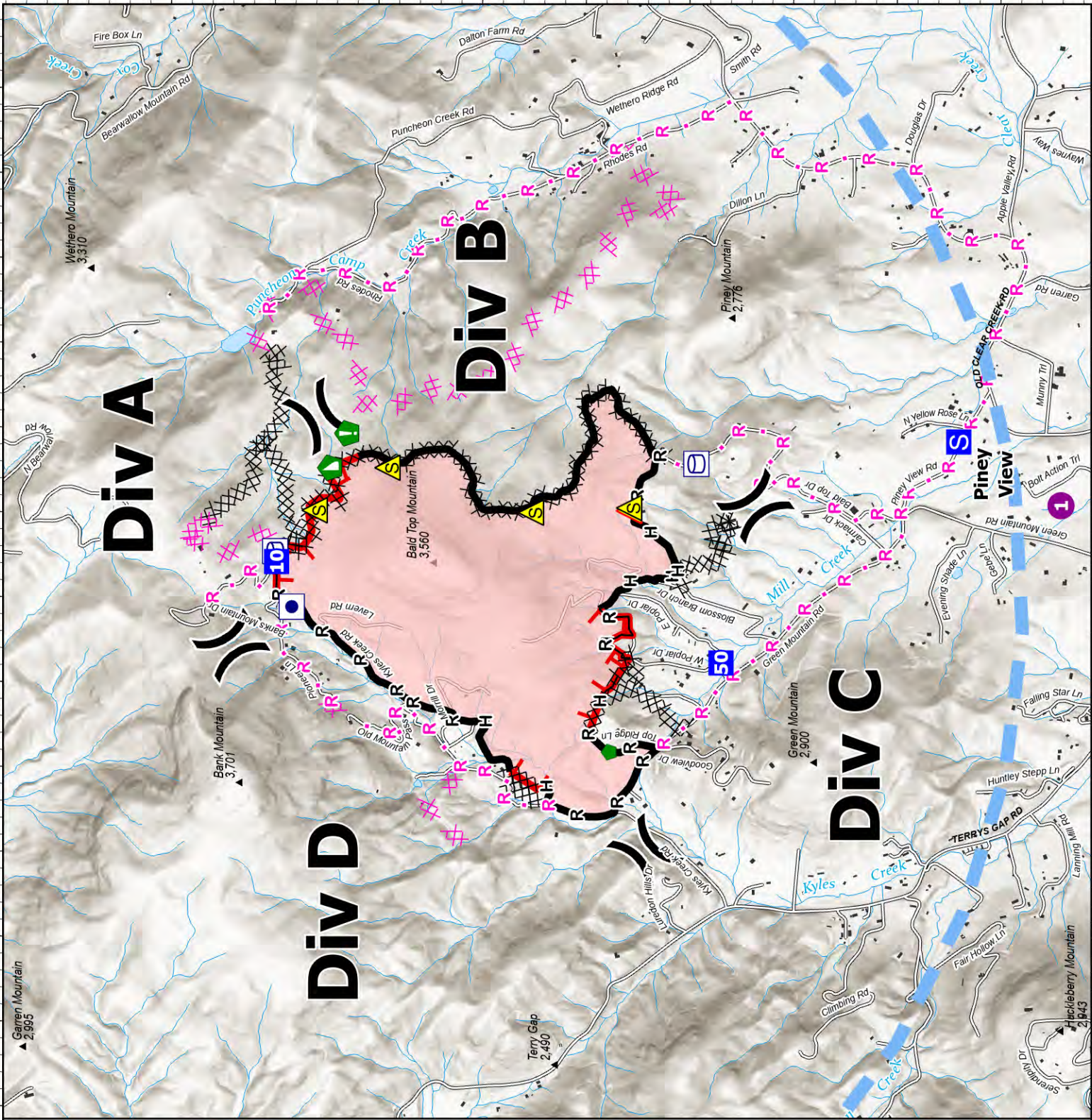


Wildfire Daily Fire Perimeter

- Contained
- Uncontained
- Gap, Summit
- Hellspot
- Division Break
- Drop Point
- Staging Area
- Resource Location
- Repair Point
- Dozer Push
- Safety Zone
- Hazard
- Other Property
- Water Tank
- Road
- Completed Dozer Line
- Completed Hand Line
- Completed Road as Line
- Planned Dozer Line
- Planned Road as Line
- Temporary Flight Restriction



NCFS IMT
11/11/2023 1752
Acres from IR and GPS
North American 1983 Datum



Poplar Drive Fire



Triplett Fire



Elk Creek Fire



IAP



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"/> RED / PRIORITY 1 Life or limb threatening injury or illness. Evacuation need is IMMEDIATE <i>Ex: Unconscious, difficulty breathing, bleeding severely, 2^o – 3^o burns more than 4 palm sizes, heat stroke, disoriented.</i> <input type="checkbox"/> YELLOW / PRIORITY 2 Serious Injury or illness. Evacuation may be DELAYED if necessary. <i>Ex: Significant trauma, unable to walk, 2^o – 3^o burns not more than 1-3 palm sizes.</i> <input type="checkbox"/> GREEN / PRIORITY 3 Minor Injury or illness. Non-Emergency transport <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 & 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.

