2013

ANNUAL FIRE OPERATING PLAN

among the

WILDFIRE PROTECTION AGENCIES

within

JEFFERSON COUNTY, COLORADO

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JEFFERSON COUNTY ANNUAL OPERATING PLAN - 2013

The Annual Operating Plan (AOP) is a working document compiled each year by wildfire agencies participating in the Plan, and shall be attached to and considered a part of the **Interagency Cooperative Fire Protection Agreement** (see Clause #12 of this Agreement).

CHAPTER 1. PLAN APPROVAL

The parties below agree to the procedures contained in this Annual Fire Operating Plan to be effective on the dates shown through **May 1, 2014.**

_____ DIVISION OF FIRE PREVENTION AND CONTROL
DATE

_____.
BY

_____ JEFFERSON COUNTY SHERIFF'S OFFICE
DATE

_____.
BY

_____ BOARD OF COUNTY COMMISSIONERS, JEFFERSON COUNTY
DATE

_____.
BY

_____ FOREST SERVICE, USDA
DATE

_____.
BY Pike/San Isabel NF and Comanche/Cimarron National Grasslands

_____ JEFFERSON COUNTY FIRE COUNCIL *(Showing concurrence by local fire departments)*
DATE

_____.
BY

This operating plan may remain in effect to the extent that it does not conflict with the provisions of the new Master Colorado Cooperative Wildland Fire Agreement.

NOTE: Informational copies of this Annual Operating Plan shall be sent by the Division of Fire Prevention and Control (DFPC) to the USDA Forest Service (Clear Creek Ranger District, Arapaho-Roosevelt National Forest; South Platte Ranger District, Pike-San Isabel National Forest) and the USDI Bureau of Land Management, Canon City District. Informational copies of this Annual Operating Plan shall be sent by the Jefferson County Sheriff's Office to all Wildland Fire Departments within Jefferson County.

The authority and format of this instrument has been reviewed and approved for signature.

_____ _____.
DATE U.S. Forest Service Grants and Agreements Specialist

CHAPTER 2. IDENTIFICATION OF THE JURISDICTIONS/PARTICIPANTS TO THE PLAN

The following participants in this AOP agree to coordinate their wildfire protection activities as outlined herein:

Division of Fire Prevention and Control
Jefferson County Sheriff
Board of County Commissioners, Jefferson County, Colorado
Forest Service, USDA, Pike-San Isabel National Forest
Forest Service, USDA, Arapaho-Roosevelt National Forest
U. S. Fish & Wildlife Service, USDI
Jefferson County Fire Council (indicating concurrence of Jefferson County Fire Departments and Wildland Resource Groups)

CHAPTER 3. AUTHORITIES FOR THIS PLAN

This plan fulfills requirements in the latest "Interagency Cooperative Fire Agreement" between the State of Colorado and the USDA Forest Service, USDI National Park Service, Bureau of Land Management, Bureau of Indian Affairs, and Fish and Wildlife Service.

Colorado Interagency Cooperative Fire Management Agreement
BLM #1422CAA010010
USFS #06-F1-11020000-048
NPS #1249010010
BIA #AG01M000016
FWS #14-48-60139-01-K001
DFPC – No Agreement Number Used

This Plan fulfills Section D-1 for the "Agreement for Cooperative Wildfire Protection" signed April 2, 1990 between Jefferson County and the State Board of Agriculture, and hereby becomes part of that agreement as Attachment 3. **(See Attachment 1 of this AOP, Agreement for Cooperative Wildfire Protection in Jefferson County, CSFS form #109).**

This plan fulfills Article I.2. of the "Emergency Fund Contract for Forest and Watershed Fire Control" between the State of Colorado and Jefferson County and becomes Attachment B of that agreement. **(See Attachment 3 of this AOP, Emergency Fund Contract for Forest and Watershed Fire Control, CSFS form #108).**

CHAPTER 4. PURPOSE OF THE PLAN

This Annual Fire Operating Plan (AOP) is to set forth standard operating procedures, agreed procedures, and responsibilities to implement cooperative wildfire protection on all lands within Jefferson County.

CHAPTER 5. DEFINITIONS AND DESCRIPTIONS

There is a list of Common Terminology found in this plan included as Exhibit L.

A. Fire Protection Responsibilities

Each jurisdictional agency (including the Federal government) has ultimate responsibility for wildland fire protection on its own lands. Fire protection zones within the county have been established as shown on the attached map (Exhibit A-1).

These zones are normally for initial attack purposes only, but an assisting agency (or fire department) may, at times, take initial attack action on wildfires located on lands under another's jurisdiction. The primary criteria for this type of initial attack is that **the agency which is in the best position at the time the wildfire is reported will take the most rapid and effective action to respond.** The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

As mutually agreed between them, the County and fire protection districts are responsible to suppress wildfires on all private and State Lands. The County's responsibilities are limited to those set forth in Section 30-10-513 and 30-10-513.5 C.R.S. (Exhibit V). Private will be considered to mean all non-governmental owned lands. Within Jefferson County, both State Land Board-owned and State Agency-owned lands exist. State Land Board-owned properties exist in the vicinity of Bergen Peak, near Evergreen Mountain, at Blue Mountain in Coal Creek, west of Conifer, east of Critchell, along the hogback, and several areas southeast of Pine Junction. State Agency-owned lands include: Eldorado Canyon State Park; Golden Gate Canyon State Park; Staunton State Park; Chatfield State Park; and Ralston Creek State Wildlife Area. These lands are shown more specifically on the included map (Exhibit A).

Responses to wildfires located in “No-Man’s Lands” (not within a fire protection district boundaries) will be consistent with the Jefferson County "Intergovernmental Agreement for Mutual Aid Between Fire Departments" signed by participant fire departments in 1993 (Attachment 5); or any successor agreements as signed by the parties. Specific response plans will be detailed in Exhibit T (No Man’s Lands Response Plan).

Local DFPC personnel will respond as needed and be available to wildfires on State lands when called by Jefferson County. This activity is to offset suppression costs incurred by the County on State Land. Such response will be at no cost to the County, except as provided for by other agreements. DFPC personnel will respond to these requests to provide overhead (management) and Unified Command support functions.

B. Mutual Aid

1. MUTUAL AID DEFINITION: Assistance provided by a supporting Agency or Fire Protection District at no cost to the jurisdictional (protecting) Agency. Supporting Agencies will, upon request (or may voluntarily) take initial attack action in support of the jurisdictional agency. It shall be the responsibility of the Agency performing initial attack to notify jurisdictional Agencies, if the lands of the jurisdictional Agencies are involved or threatened. The jurisdictional Agency will not be required to reimburse the supporting Agency for costs incurred for the duration of the Mutual Aid Period, unless other arrangements are agreed upon.

2: MUTUAL AID PERIOD: For all initial attack activities, each agency will assume responsibility for its own expenses during the Mutual Aid Period. The Mutual Aid Period will expire at: 2400 hours of the first day of an incident; or 12 hours measured from the initial dispatch, tone, or report of a fire to a Dispatch Center; whichever occurs first. The Mutual Aid period may extend past these limits if all jurisdictional agencies agree at the time of the incident, or if **other payment arrangements are agreed upon by the involved agencies for a particular fire. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies, and unless otherwise covered under WERF. DFPC must be notified of WERF activation.**

3. OBLIGATION UNDER MUTUAL AID: It is understood that no supporting Agency or Fire Protection District will be required to assist, or expected to commit resources to a jurisdictional Agency, which may jeopardize the security of lands under protection of the supporting Agency or Fire Protection District.

C. Mutual Aid Move-up and Cover Facilities

Move-up and cover facilities have not been predetermined; however, the mechanism is in place for fire protection districts, municipal departments and volunteer fire departments to cover each other through the Jefferson County "Intergovernmental Agreement for Mutual Aid Between Fire Departments" signed by participant fire departments in 1993 (Attachment 5); or any successor agreements as signed by the parties.

D. Special Management Considerations

Suppression within designated U.S. Forest Service (USFS) wilderness areas will not be conducted without direct orders from the jurisdictional federal official. Pueblo Interagency Dispatch Center (PIDC) must be notified promptly of all fires on or threatening National Forest lands, or Bureau of Land Management (BLM) lands. The U.S. Fish & Wildlife Service (USFWS) must be notified promptly of all fires on or threatening USFWS lands.

Federal Land Managers will use the Wildfire Decision Support System (WFDSS), to guide and document their management decisions in response to a wildland fire. Wildland fires can be managed for more than one objective and objectives can change as fire spreads across the landscape, according to Federal Wildland Fire Management Policy (2009).

Use of mechanized, earthmoving equipment such as bulldozers, graders, etc., will not be permitted on the following lands without the expressed approval of the appropriate agencies (shown in parentheses):

- all federal lands (USFS, BLM, or USFWS)
- Denver Mountain Parks (DFPC or Jefferson County Sheriff's Office)
- Denver Water Board (DFPC or Jefferson County Sheriff's Office)
- Jefferson County Open Space (DFPC or Jefferson County Open Space or Sheriff's Office)
- Eldorado Canyon State Park (Park Manager or Jefferson County Sheriff's Office)
- Golden Gate Canyon State Park (Park Manager or Jefferson County Sheriff's Office)
- Staunton State Park (Park Manager or Jefferson County Sheriff's Office)
- Chatfield State Park (Park Manager or Jefferson County Sheriff's Office)
- Ralston Creek State Wildlife Area (Colorado Division of Wildlife, DFPC, or Jefferson County Sheriff's Office)

The Division of Fire Prevention and Control must be notified as soon as practical of all fires occurring on lands belonging to Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space. The initial attack agency must do this in order to be eligible to receive reimbursement for fire-fighting costs (as outlined in Chapter 13).

E. Responsibility for Non-Wildland Fire Emergencies

Non-wildland fire emergencies are the responsibility of the jurisdictional agency, whether this be fire protection district, municipality, county, state or federal.

F. Repair of Wildfire Suppression Damage

Repair of wildfire suppression damage is the responsibility of the jurisdictional agency, unless otherwise agreed to by the unified command at the time of fire close out.

NOTE: The State Emergency Fire Fund (EFF) is not a rehabilitation fund. Fire rehabilitation may be authorized by the DFPC Line Officer only when part of the Incident Action Plan during the EFF period.

CHAPTER 6. FIRE PROTECTION RESOURCE LIST

Fire fighting resources in Jefferson County are numerous and subject to frequent change. Contact the appropriate agency as shown in item E for current information desired for items "A" through "D" below.

A. Kind (by ICS type)
B. Location
C. Anticipated Availability Period
D. Staffing Levels

E. Contact Points and Names

Federal Agency Resources (excluding Colorado National Guard) - Pueblo Interagency Dispatch Center (hereafter referred to as PIDC or Pueblo Interagency Dispatch Center in this plan), (719)-553-1600.

Jefferson County Resources (with the exception of those listed below) –

Jefferson County Sheriff's Office Dispatch (303) 277-5511
Critical Incident Response Director Mark Gutke (303)-271-5302; (303)-435-3470 cell
Director of Emergency Management Clint Fey (303)-271-4901; (720)-641-5696 cell
Deputy Director of Emergency Management Rick Newman (303)-271-4903; (720)-437-0509 cell
Fire Management Officer Travis Griffin (303)-271-4902; (303)-704-2858 cell

Evergreen Fire Resources - *(may also be contacted through Jefferson County Sheriff's Office Dispatch)* Dispatch Office: (303)-674-2323; Emergency: (303)-674-3411.

West Metro Fire Resources - West Metro Dispatch (303) 969-0245.

DFPC Fire Resources - North Central Region Fire Management Officer: Office (303) 279-9757; Cell-(720) 556-5100 State of Colorado Emergency Operations Line (303) 279-8855

CHAPTER 7. PROTECTION AREAS

A. Jurisdictional Agency, Protection Unit, County boundary, Area of Responsibility and Other Plan Needs.

The Arapaho-Roosevelt and Pike National Forest maps (EXHIBIT B), and the Jefferson County Fire District Map (EXHIBIT A-1) are used to show jurisdictional boundaries for the purpose of this plan. Fire Protection Districts have primary responsibility for controlling wildfires in their jurisdictions. The Jefferson County Sheriff has primary responsibility for coordination of all fire suppression efforts for wildfires occurring in the unincorporated area of the County outside the boundaries of the Fire Protection District, or wildfires that exceed the capabilities of the fire protection district on all state and private lands within Jefferson County. Federal agencies are ultimately responsible for fire control on their lands within Jefferson County. When wildfires exceed the capabilities of the County the Sheriff shall seek the assistance of the State by requesting assistance from the Division of Fire Prevention and Control.

1. SPECIAL MANAGEMENT AREAS (covered by DFPC)
When a wildfire occurs on lands owned by Denver (Denver Mountain Parks or Denver Water Board), or Jefferson County Open Space, the DFPC-North Central Region Fire Management Officer or designee **must** be notified via the State Emergency Operations Line (303) 279-8855. The FMO will respond, at his discretion, to serve as the landowner's representative on the incident and to facilitate possible reimbursement. DFPC will not take over the fire unless requested as outlined in Chapter 9, Section N, Subsection 1. Agencies responsible for suppression of fires occurring on these lands have been predetermined and agreed upon prior to the start of each fire season.

2. USDA FOREST SERVICE LANDS
The USFS must be notified as soon as practical of all fires on or threatening National Forest lands.

a. Pike National Forest
Within Jefferson County, the Pike and San Isabel National Forests, will perform initial attack on all fires clearly within or threatening Pike National Forest lands. To dispatch initial attack resources, contact **Pueblo Interagency Dispatch Center at 1-719-553-1600.**

b. Arapaho National Forest
Within Jefferson County, the Pike and San Isabel National Forests, will perform initial attack on all fires clearly within or threatening Arapaho National Forest Lands. These lands are limited and occur in the Maxwell Creek, Brook Forest, and Sprucedale areas southwest of Evergreen.

To dispatch initial attack resources, contact **PIDC at 1-719-553-1600.**

Command for all fires **beyond initial attack** will be returned to the Clear Creek Ranger District and resource orders placed through Fort Collins Dispatch Center (**FTC**) at (970) 295-6800.

c. Roosevelt National Forest
Within Jefferson County, the Boulder Ranger District, will perform initial attack on all fires clearly within or threatening Roosevelt National Forest Lands. This land ownership is limited to a single area located within Section 12, R70 West, Township 1 South. To

dispatch initial attack resources, contact Fort Collins Dispatch Center (**FTC**) at (970) 295-6800.

3. USDI BUREAU OF LAND MANAGEMENT LANDS
When a wildfire occurs on **Bureau of Land Management (BLM)** lands the USFS, Fire Protection District, or Volunteer Fire Department closest to the BLM lands will be dispatched by the Sheriff's Office to attack the fire. If non-USFS resources are dispatched, the DFPC Regional Fire Management Officer or designee should be notified via the State Emergency Operations Line (303) 279-8855, and DFPC may help coordinate record keeping, billings, and reimbursements. DFPC or USFS will notify the BLM, Canon City District, who will, at their option, send a representative to the fire.

BLM lands in Jefferson County are limited and are shown in Exhibit A, but more specifically include:

BLM lands covered by Pike National Forest:
T3S R71W S1/2 S1/2 SECTION 33 (LEASED BY JCOS*)
T3S R71W S1/2 SE1/4 SECTION 34 (LEASED BY JCOS*)
T7S R71W S1/2 SW1/4 SECTION 2

***The BLM retains financial responsibility for wildfire suppression on lands leased by Jefferson County Open Space.**

4. USDI – U. S. FISH & WILDIFE SERVICE LANDS
When a wildfire occurs on **U.S. Fish & Wildlife Service** (USFWS) lands the Fire Protection District closest to the USFWS lands will be dispatched by the Sheriff's Office to attack the fire. **These suppression efforts may be covered by pre-determined agreements between USFWS and the responsible Fire Protection District.**

USFWS lands in Jefferson County are limited as of 2011 and are shown in Exhibit A, but more specifically include:

Two Ponds National Wildlife Refuge
*** Arvada, Colorado**

Rocky Flats National Wildlife Refuge *(except interior lands managed by US Department of Energy)*
*** Arvada, Colorado**

B. Fire Protection Facilities by Agency and Location
The locations of Fire Protection facilities are shown in EXHIBIT C.

C. Direct Protection Areas
Not Applicable in Jefferson County.

D. Mutual Aid Dispatch Areas

Mutual Aid Dispatch will occur as requested by the responding agencies as covered by the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" signed in 1993 (Attachment 5) or any successor agreements as signed by the parties; or the Denver Metro (Fire Department) Mutual Aid Agreement (Attachment 6).

E. Special Management Consideration Areas

The Division of Fire Prevention and Control or designee must be notified as soon as practical of all fires occurring on lands belonging to Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space. The initial attack agency must do this in order to be eligible to receive reimbursement for fire-fighting costs (as outlined in Chapter 13).

The Pueblo Interagency Dispatch Center must be notified promptly of all fires on or threatening National Forest lands, or Bureau of Land Management (BLM) lands.

Federal Land Managers will use the Wildfire Decision Support System (WFDSS), to guide and document their management decisions in response to a wildland fire. Wildland fires can be managed for more than one objective and objectives can change as fire spreads across the landscape, according to Federal Wildland Fire Management Policy (2009).

The USFWS must be notified promptly of all fires on or threatening USFWS lands.

1. National Forest Wilderness Areas – Management Strategies

Wildland fires within the Mt. Evans Wilderness Area and Lost Creek Wilderness Area on the Pike-San Isabel National Forest will be evaluated and could be managed for multiple objectives. Fires within these Wilderness Areas may use a broad spectrum of tactical responses which range from aggressive suppression to monitoring, commensurate with current and predicted risk, values to be protected, and land management objectives. Conditions under which this management strategy is used are well defined and tightly constrained. The decision whether to employ this strategy will be made by the Pike-San Isabel National Forest.

<u>Suppression actions within the Mt. Evans Wilderness Area and Lost Creek Wilderness Area on the Pike-San Isabel National Forest will not be conducted without direct authorization from the jurisdictional federal official.</u>

F. Date Effective

Fire district boundaries and station locations shown in Exhibits A-1 and C are current as of 2013. Land ownerships shown in Exhibit A are current as of 2013. Jefferson County's Information Technology division will update these maps, as requested by the Sheriff's Office or Emergency Management, for inclusion in this AOP. The USDA Forest Service will annually provide copies of the most current National Forest maps and land ownership patterns for inclusion in this AOP.

CHAPTER 8. FIRE READINESS

A. Fire Planning

1. PRESUPPRESSION ANALYSIS PLANS
Pre-attack plans are being developed on a case-by-case basis for individual subdivisions within Jefferson County. The DFPC and local fire departments work cooperatively to prepare and update these plans as appropriate. These plans may be on file with the fire departments, DFPC, and local homeowner associations.

2. TRIGGER POINTS FOR INCREASE/DECREASE IN STAFFING /READINESS
Fire Danger Ratings - Pueblo Interagency Dispatch Center (PIDC) obtains daily forest wildfire danger ratings and staffing class predictions and posts these daily to its website http://gacc.nifc.gov/rmcc/dispatch_centers/r2pbc/indices.htm). This information is regional in nature (covering the entire Front Range in the case of Jefferson County) and based upon wildfire monitoring occurring mostly outside the county boundaries.

For the purposes of informing the public, National Fire Danger Rating System (NFDRS) adjective classes will be used as follows: Low; Moderate; High; Very High; and Extreme.

a. FIRE DANGER RATINGS AND EXPECTED FIRE BEHAVIOR:

* LOW - Fires do not start readily from most accidental causes, though many lightning fires may start in some areas during low-danger periods. Fires which do start generally spread slowly, and there is little tendency to "spot". They often do not burn clean, but spread in irregular fingers.

* MODERATE - Fires can start from most accidental causes, but the number of starts is generally low. The rate of spread of fires is moderate; heavy concentrations of fuel will burn hot, and there may be some spotting. Control of fires under these conditions usually presents no special problems.

* HIGH - Fires will start easily from most causes. Fires will burn hot, spread rapidly, and will spot readily. Control of fires may become difficult, unless there is aggressive initial attack while they are small.

* VERY HIGH - Fires start easily from most causes. Fires will develop fast and can be spread rapidly with considerable spotting. Direct attack on the head of the fire may not be possible. Control may be difficult if initial attack is not successful.

* EXTREME - Fires start easily from all causes and may be started by unusual or unexpected causes. Fires burn intensely and spread rapidly. Direct attack is rarely possible except when fires are still small. The running heads of large fires are usually uncontrollable while the extreme danger period lasts and most effective control work must be confined to the flanks of the fires and to well-planned strategy.

* RED FLAG WARNING - This warning is issued by the National Weather Service when short-term weather conditions are predicted that will cause erratic fire behavior. These conditions include unusually low humidity, high winds, and "dry" lightning activity. Initial attack may require additional or air support under these conditions. Red Flag

Warnings may be preceded by "Fire Weather Watches" that are also issued by the National Weather Service.

3. PREVENTION PLANS

Jefferson County Emergency Management convenes a Flood/Fire Task force on an as needed basis throughout the wildfire season. This Task Force has representatives from: USFS, DFPC, National Weather Service; Jefferson County - Sheriff's Office, Emergency Management, Road & Bridge; Open Space, and Public Information. The Task Force evaluates: current fire danger and occurrence; develops recommendations for fire restrictions for the JCSO; and coordinates public education and fire prevention planning for all the participating agencies.

4. PRESCRIBED FIRE PLANS

The USFS, BLM, USFWS, DFPC and all other land management agencies (and fire departments) agree to cooperate in the development and implementation of prescribed burning programs and projects. Agencies and fire departments conducting prescribed fire activities will report their prescribed fire activities to the Sheriff's office dispatch, Pueblo Interagency Dispatch Center (PIDC) at 719-553-1600, the fire protection district within which the fire is occurring, and to each other. In addition, the Sheriff will maintain a record of all controlled burning activities occurring on private lands. Each agency or department will be responsible for obtaining any burn permit necessary at the county, state, or federal levels for their individual burns. Fire departments and DFPC shall inform one another if they will be conducting prescribed burn activities.

If parties to this Agreement conduct a cooperative prescribed fire, details covering cost sharing, reimbursement, and responsibility for suppression costs, should it escape, shall be agreed upon and documented in the burn plan. Burn plans will be prepared according to CSFS Form # 170 - Prescribed Burn Plan (Exhibit K), or a cooperating agency's equivalent format. A copy of the burn plan shall be delivered to the Sheriff's Office of Fire Management Officer and any affected fire district at least 24 hours prior to the prescribed fire. Additionally, except for Federal jurisdiction prescribed fires, **the prescribed fire "go no go checklist"** shall be signed off by a representative of the affected fire jurisdiction, or the Sheriff for "no-mans land" areas, prior to initiating the prescribed fire.

Wildfires resulting from escaped prescribed fires ignited by a party to this Agreement on lands that it manages, shall be the responsibility of that party. The party responsible for the prescribed fire will reimburse other parties to this Agreement consistent with the terms and conditions contained herein, for costs incurred in suppression of such fires.

A party may take appropriate suppression action when lands under its protection are involved in or threatened by the escaped fire. Such suppression action may be taken on its own initiative or at the request of the responsible party. A party may take appropriate suppression action, at the request of the responsible party, when lands under its protection jurisdiction are not involved in or threatened by the fire.

B. Wildfire Training Needs and Coordination

Each agency shall be responsible for the training of its own personnel; however, cooperating

agencies will advise each other of planned training sessions and issue invitations to participate. All agencies and fire departments are encouraged to utilize all available avenues for wildland fire training, be it from federal, state, or local agencies. Each agency is responsible for certifying the qualifications of its own personnel, and issuing a Wildland Fire Qualifications card ("red card) to its personnel.

Safety of personnel involved in an incident is critical. Therefore, it is the stated goal of the participating agencies in this AOP to have all personnel that may be involved in suppressing wildland fires meet the current NWCG standards for their position. At a minimum, all wildland firefighters (FFT2) should meet the following minimum standards: training in the accepted standard wildland curriculum of Basic Wildland Fire Operations (S-130) and Basic Wildland Fire Behavior (S-190); and an annual passing grade level at the "Arduous" physical fitness level.

Each Agency or Department will be responsible for providing Personal Protective Equipment (PPE) for their personnel. Recommended items include: hardhat, eye protection, Nomex shirt and trousers or NFPA 1977 flame resistant equivalent, leather gloves, minimum 8 inch high leather boots with lug soles and a fire shelter. However, cooperating agencies may assist by supplying specific equipment needs for an individual incident. It is understood that suppression forces operating on **Federal lands** must be equipped with personal protective equipment (PPE), and for **any work beyond *the mutual aid period* must be certified for wildland fire suppression (Red Carded)**, **as specified in the current Federal policy.**

1. REGIONAL WILDLAND FIRE TRAINING

Wildland fire training is available at the local, regional and state levels. The DFPC, USFS and Jefferson County assist local fire departments in planning and executing wildland fire training. Wildland fire training is also available annually in the region (Colorado), through: the Colorado Wildfire Academy; Great Plains Wildfire College; RMCG-Regional Training Committee, and county level training programs. Contact the DFPC for the most current lists of wildland fire training available within the region.

2. INTERAGENCY WILDLAND FIRE QUALIFICATION CARDS (RED CARDS)

Wildland fire qualification cards ("red cards") will be generated by the local agencies for their firefighters, and each agency will be responsible for verifying that its personnel meet NWCG guidelines for wildland fire positions. The DFPC will work with local cooperators to ensure that NWCG standards are met for S - and I - series classes offered by these cooperators.

C. Inspection Schedules for Fire Equipment

All DFPC State Agreement engines placed with local cooperators will be inspected annually by the DFPC to ensure maintenance, proper use, and road worthiness. The jurisdictional agencies will be responsible for inspection of VFD, FPD, municipal department and county engines prior to, or during, their use on wildland incidents on their lands.

All DFPC and cooperator engines subject to <u>interagency fire use</u> must pass a pre-use inspection, both engine and equipment, to ensure use and road worthiness. Engines that do not pass a pre-use inspection may be sent back to the home unit at that agency's expense.

CHAPTER 9. WILDFIRE SUPPRESSION PROCEDURES

A. ICS Use

The Incident Command System (ICS) will be utilized on <u>all</u> fires. ICS is a standardized method of managing emergency incidents. It manages small, routine daily incidents as well as large, complex, multi-jurisdictional disasters. It is based upon:

- **A common organizational structure**
- **Common terminology**
- **Common operating procedures**
- **Known qualifications of emergency personnel**

Because ICS reduces confusion and uncertainty in the early phases of an incident, it increases the efficiency and effectiveness of fire protection and suppression actions.

With ICS, transition from a routine incident to a major emergency is orderly and requires a minimum of adjustment for any agency. In its largest application, it may include several thousand people without compromising effective supervision. ICS does not infringe on the routine, daily responsibilities or authority given each agency by statute. But, if a transfer of authority is necessary as conditions change, ICS eases the transition since organizational structure and lines of authority are clearly identified. Because the potential always exists that a fire may escape initial attack and grow to the point that a local, state, or interagency management team may be needed, Jefferson County plans to use ICS to ease the transfer of authority and control of the incident. A full ICS incident organizational chart is shown at the end of this section.

Fire Protection Districts have primary responsibility for controlling wildfires in their jurisdictions. The Jefferson County Sheriff has primary responsibility for coordination of all fire suppression efforts for wildfires occurring in the unincorporated area of the County outside the boundaries of the Fire Protection District, or wildfires that exceed the capabilities of the Fire Protection District on all state and private lands within Jefferson County. The Jefferson County Sheriff shall designate a Local Incident Management Team on all wildfires that exceed the capabilities of the Fire Protection District. When wildfires exceed the capabilities of the County the Sheriff, the County Sheriff shall seek the assistance of the State by requesting assistance from the Division of Fire Prevention and Control.

Incident Command System positions on large or complex incidents may be filled with resources from outside Jefferson County. Incident Management Teams (IMTs) may be ordered to manage an incident, according to the incident complexity and needs, and is more fully described below. All Jefferson County or cooperator requests for IMTs should start through the Jefferson County Sheriff's Office Dispatch Center.

1. UNIFIED COMMAND

The cooperating agencies for this Plan will utilize a Unified Command structure on all incidents where more than one agency or jurisdiction is involved. The Unified Command structure will include one representative from each agency or jurisdiction responsible for the incident or the lands involved.

1. INCIDENT MANAGEMENT TEAMS

a. Type 4/Initial Attack Incident Management Team

All agencies can designate a Type 4/Initial Attack Incident Management Team (IMT)

made up from qualified personnel from various local agencies who are available to respond at the request of the jurisdictional agency. A Type 4 IMT will manage the wildfire under the direction of the jurisdictional agency. A Type 4 IMT will manage an incident during the initial stages of response, through completion of the incident, or to serve as a transition team on larger incidents before a Type 1, Type 2, or Type 3 IMT can assume the management duties.

b. Jefferson County Incident Management Team

The Jefferson County Sheriff has established an Incident Management Team (IMT) which is made up of qualified personnel from various local agencies who are available to respond at the request of any Jefferson County cooperator. This IMT can assist the host agency, or take control of the fire. The Jefferson County IMT is available to handle the coordination of medium size incidents, or to serve as a transition team on larger incidents before a Type 1 or Type 2 IMT can assume the management duties. The Jefferson County IMT will be activated if one or more of the following conditions are met: if a local Fire Department needs assistance of an overhead management team; conditions exist where management of the fire is beyond the capability of local resources; or trigger points have been met which activate an overhead management team. The Jefferson County IMT can be requested through the Jefferson County Sheriff's Dispatch Center.

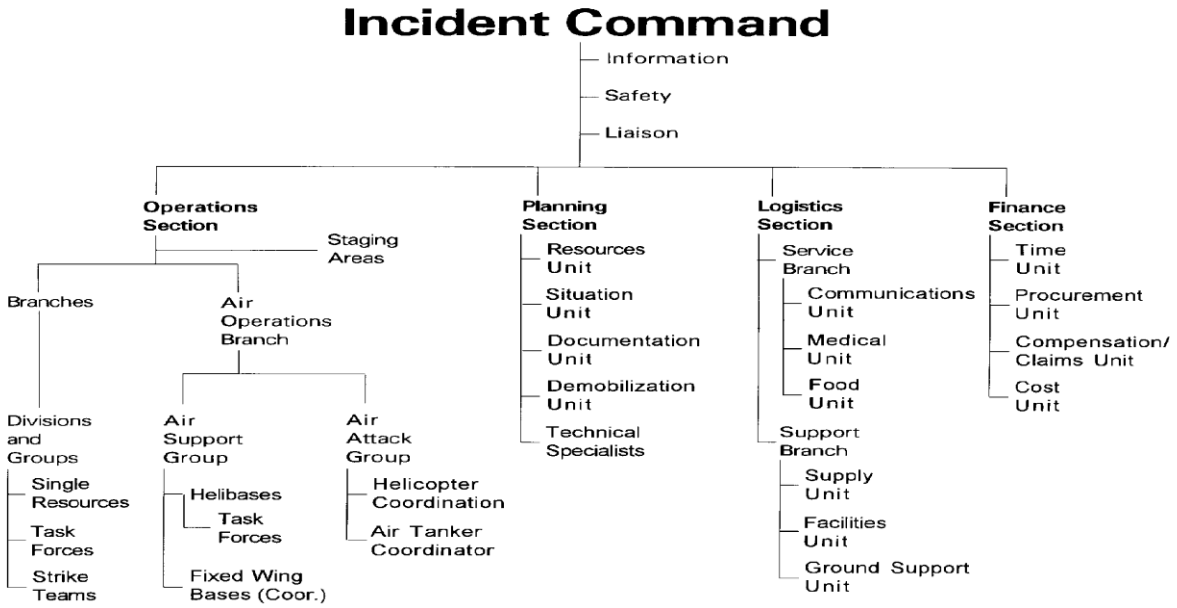
c. Local Type 3 Incident Management Teams

A Type 3 (local, extended attack) IMG is organized and dispatched for the Southern Front Range through Pueblo Interagency Dispatch Center (PIDC). This cadre is staffed by NWCG qualified personnel at the Type 3 level from federal, state, and county agencies in the PIDC zone. This IMG is available to assist all jurisdictional agencies within the PIDC zone, and is available to staff an incident for up to 7 days. The Type 3 IMG can be used to handle the coordination of medium-sized incidents, or to serve as an interim team on larger incidents before a Type 1 or Type 2 IMT can assume management duties.

d. Type 1 and Type 2 Incident Management Teams (IMT)

For incidents that exceed the capability of Type 4 or Type 3 IMTs, the Rocky Mountain Coordinating Group maintains one Type 1 (National) IMT and three Type 2 (Regional) IMTs through the Rocky Mountain Area Coordination Center (RMACC). If the Type 1 and Type 2 IMTs are not available within the area, then requests will be filled through the National Interagency Coordination Center (NICC). All Jefferson County requests for Type 1 or Type 2 IMTs must be placed through PIDC.

3. ICS INCIDENT ORGANIZATIONAL CHART



Incident Command System

4. NWCG FIRE TYPES

In Colorado, NWCG fire type numbers are used to describe the degree of mobilization occurring in response to fire situations. Dispatchers and/or on-scene commanders are responsible to announce various types as the incident complexity changes.

Fire types are a numerical classification system of ranging from 1 to 5, used to quickly describe an incident and predetermine necessary dispatch and support actions. Size and complexity of each incident determines its type. The principal jurisdictional agency has responsibility for identifying each incident's type. Incident Commanders will ensure that types are communicated to the jurisdictional Dispatch Center, and to assisting and cooperating agencies en route to the incident.

Fire types:

- describe suppression activities so needed support can be activated;
- guide central dispatchers to take action or make choices outlined for each type;
- identify key changes in a situation.

5. JEFFERSON COUNTY FIRE TYPES AND RESPONSE PLANS

These fire response plans apply to wildfires that are the jurisdiction of the local fire protection districts or under the command of the Jefferson County Sheriff's Office. Fire responses on Federal lands will be designated by the applicable Federal jurisdictional agency, and directed by that agency's representatives.

No type: Routine fire operations within city or town boundaries, or a routine structural response within a rural fire protection district. The preplanned fire agency response is adequate; there is no significant impact on local resources, and no back-up alerting of State or Federal resources is required.

Type 5: Routine wildland emergency response. No significant impact on local resources. No alerting of back-up elements is necessary. Normally involves only one agency but may require minimum cooperation or support from another response agency. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives. The IC should establish a command post so communications and coordination between the IC, and assisting or cooperating agencies, can be established. Requirements for additional resources are channeled through the IC. **The Emergency Operations Center (EOC) is not opened, nor is the Jefferson County Incident Management Team (Jefferson County IMT) notified.**

Type 4: Routine wildland emergency which exceeds the capacities of on-scene personnel and equipment, involves multiple response agencies, and requires mutual aid support and preliminary alerting of County and State resources. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives. The ICS is implemented and the IC will establish an Incident Command Post (ICP). Notification of the fire will be made to the Critical Incident Response Section of the Jefferson County Sheriff's Office. **A decision will be made whether or not to open the EOC.** Requirements for additional resources are channeled through the IC, to the EOC, if it is opened, or to each individual agency. The Jefferson County IMT **will be notified of its potential need. DFPC Regional FMO or designee notified of potential need via the State Emergency Operations Line (303) 279-8855.**

Type 3: Magnitude of the incident exceeds the capabilities of routinely available mutual aid and requires **full mobilization of county resources.** The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives. **ICP is opened.**

If the jurisdictional agency requests the Sheriff to assume the responsibility for coordinating the fire suppression efforts for the wildfire, the Jefferson County IMT is activated, and will coordinate with the Initial Attack Incident Commander. There may be possible transition to a State or Federal Incident Management Team. Anytime the Jefferson County IMT is activated, the Jefferson County EOC will be opened in support of the team. DFPC Regional FMO is activated. DFPC is notified of potential Emergency Fire Fund Fire situation, and information for the EFF ANALYSIS FORM, DFPC 1, is collected (See this form in Appendix G). **DFPC Line Officer may be requested to incident.**

Type 2/1: **Situation exceeds available county resources** and requires substantial mobilization of out-of-county, State and/or Federal resources. **The Sheriff shall seek the assistance of the State by requesting assistance from the Division of Fire Prevention and Control. ICP and EOC open. ICS is fully implemented. Jefferson County IMT is operational as stated above, with possible transition to a State or Interagency IMT. DFPC is notified of imminent Emergency Fire Fund request**; EFF Analysis Form information is

provided. **DFPC Line Officer requested.**

B. Detection

Aerial detection flights should be coordinated by PIDC. All agencies will cooperate in taking smoke reports from any source and obtaining as much information as possible from the reporting party and passing it along to the appropriate jurisdictional agency.

C. Local Mobilization Guide

Jefferson County Emergency Management (through its Emergency Operations Plan or County Mobilization Guide) can assist in obtaining resources and services needed to support an incident. This office should be contacted for aid in obtaining a variety of emergency resources. The contact number is 303-271-4920 (Emergency Operations Center), or through the Jefferson County Sheriff's Office Dispatch (303-271-0211) or direct (303-271-5511).

The Jefferson County Emergency Operations Center (EOC) will coordinate local and non-local resource ordering for support of wildland fire operations on private and state lands in Jefferson County. The EOC may work directly with adjacent counties' EOCs, or the Colorado Division of Emergency Management (DEM), to obtain mutual aid wildland fire resources during the initial attack and extended attack phases of such wildfires. Once a wildfire exceeds the mutual aid period, the EOC should work with DEM and PIDC to ensure that all wildland fire resources on the incident are tracked in the ROSS system. The EOC will work directly with adjacent counties' EOCs, and the Colorado Division of Emergency Management (DEM), to obtain non-wildland fire resources for support of these wildfires.

PIDC maintains a Mobilization Guide for use within their dispatch zone. This document is posted on the PIDC website (http://gacc.nifc.gov/rmcc/dispatch_centers/r2pbc/index.html). The PIDC Mobilization Guide is intended to facilitate interagency dispatch coordination ensuring the timeliest and cost effective incident support.

D. Notification About Wildfires

The responsible jurisdiction must be notified of wildfires on or threatening their lands as soon as possible after the arrival of initial attack forces. **Notification of the jurisdictional agency will be made by the Dispatch Center handling the initial attack fire forces.**

NOTE: The Division of Fire Prevention and Control or designee (Jefferson County Sheriff's Office Fire Management Officer) must be notified as soon as practical of all fires occurring on lands belonging to Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space. The initial attack agency must do this in order to receive possible reimbursement for fire-fighting costs (as outlined in Chapter 13). The Pueblo Interagency Dispatch Center must be notified promptly of all fires on or threatening National Forest lands, or BLM lands. The USFWS must be notified promptly of all fires on or threatening USFWS lands.

1. WILDFIRE CAUSE AND ORIGIN
   Although an assisting agency may have a wildfire extinguished upon arrival of the jurisdictional agency's forces, the jurisdictional agency should discuss the fire with the assisting agency to aid in the investigation and take steps to:

   - preserve the point of origin

- preserve all clues that may relate to the cause
- note all traffic leaving the area as they arrive, to include vehicle descriptions and license numbers

E. Mutual Aid Dispatch Areas

Fire protection districts exist within Jefferson County as shown in Exhibit A-1. There is also a Federal Response Zone (defined in Chapter 9 Section E Number 1), which is based upon the designated federal boundary lines within Exhibit A-1. These zones are normally considered in determining jurisdictional and operational responsibility for all emergency responses - however, an assisting agency may, at times, take initial attack action on fires located on lands under another agency's jurisdiction. **The primary criteria for this type of initial attack, is that the agency which is in the best position at the time the fire is reported, should take the most rapid and effective action.** The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

It shall be the responsibility of the jurisdictional agency to acquire and dispatch any needed replacements to relieve initial attack crews of assisting agencies at the earliest practical time after their arrival on the fire.

Once assisting and jurisdictional crews have a fire controlled, it shall be mutually agreed as to what additional mop-up and patrol is necessary, and when assisting agencies will leave the fire.

1. FEDERAL RESPONSE ZONE

Within the western portion of Jefferson County, there are areas of intermingled USFS, BLM, and private lands. Within this area of intermingled lands, plus any private, local government, or state lands within **one mile** of the accepted USFS or BLM land boundaries, the responding agency will inform the appropriate jurisdictional agency of reported fires. A representative of that agency will respond to fires threatening their lands, or as requested by the initial attack agency. This zone will be called the **Federal Response Zone**.

Unless it is clearly and mutually understood that one agency will promptly attack and follow through on all necessary actions within a specific area, it shall be agreed in policy that all attack agencies shall send forces promptly to start suppression action on all fires within the **Federal Response Zone**. It shall be the responsibility of the agency making the initial attack to notify other agencies if their lands are involved or threatened. Neither Federal or non-Federal jurisdictional agencies will send air resources into the others jurisdiction unless the jurisdictional agency approves first. Each jurisdictional agency will notify the other of any air resources ordered for an incident, on their own jurisdictional lands, within 2 miles of Federal land boundaries within Jefferson County.

For fires within the **Federal Response Zone**, each agency will assume responsibility for its own expenses during the Mutual Aid Period, **unless other payment arrangements are agreed upon by the involved agencies for a particular fire. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies**. If after being notified, the jurisdictional agency is unable to respond to the fire, then the assisting agency may request reimbursement for **all** costs incurred for suppressing the fire.

Each agency may make its manpower and equipment available upon request to other agencies for fires **not** meeting the **Federal Response Zone** fire protection criteria. For such fires, the jurisdictional agency may reimburse the assisting agency for costs, subject to all agreements concerning mutual aid or other applicable standards. It is understood however, that no agency will be required or expected to commit its forces to assisting another agency to the extent of jeopardizing the security of its own lands.

2. BOUNDARY FIRES

A fire burning on or adjacent to a known or questionable protection boundary will be the initial attack responsibility of the protecting Agencies on either side of the boundary. The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

Fires occurring in areas where structures are located near and in areas of multiple jurisdictions can cause significant safety as well as financial concerns. The Agencies agree that public and firefighter safety are the first priority. The Agencies agree to coordinate suppression management through the use of a *Unified Command* or with *Delegations of Authority* from all jurisdictions to an agreed Incident Commander. The initial attack Incident Commanders of the involved Agencies shall mutually agree upon fire suppression objectives, strategy, and the commitment and funding of Agency suppression resources. When a fire burns on both sides of a protection boundary or threatens another jurisdiction, and is beyond the mutual aid period, a cost share agreement shall be prepared and approved by the Unit Administrator or their designee.

F. Initial Attack Dispatch Levels

Initial response agencies should dispatch those forces it deems appropriate for the place and conditions of the fire. Response forces should be further adjusted from the scene, by the initial attack incident commander, as warranted. Actual response will consider values at risk, actual fire behavior, and the proficiency of the firefighting force.

It is understood that suppression forces operating on **Federal lands** possess documentation of qualifications (incident qualification card, red card, or records) issued by their host or employing Agency, Fire Protection District or Department, should meet the minimum standards set forth in the most current version of NWCG PMS 310-1, *Wildland and Prescribed Fire Qualification System Guide.* All personnel not meeting these standards (during the initial attack period or into extended attack periods) will clear the incident once: the jurisdictional Federal agency takes control of the incident; properly qualified personnel are available as replacements; or the Incident Commander determines that the personnel cannot be utilized in an appropriate fashion on the incident, per **current wildland fire Federal policy**.

G. Dispatching and Resource Order Process

All requests for and dispatches of resources should utilize both local and interagency mobilization guides.

Assistance requests for Jefferson County wildland fire resources will be made by local cooperators through the Sheriff's Office. All available mutual aid resources (specific equipment or personnel; wildland resource groups; Jefferson County IMT; etc) will be utilized, **prior to ordering resources from outside Jefferson County**.

County requests for Federal fire forces **other than local federal agency resources** *responding as part of their normal duties or responding to wildfires within the Federal Response Zone*, will be routed through PIDC. The DFPC Region FMO or designee will be notified of all such requests as soon as possible.

Requests for DFPC engines assigned to county fire protection districts, will be made through the DFPC. Requests for State Agency assistance, will be made through State Emergency Operations Line (303) 279-8855. When DFPC, USFWS, and USFS local forces are involved in suppression activities on State and private lands in Jefferson County they will notify PIDC. DFPC forces will also notify their DFPC Area FMO.

On wildfires for which the Jefferson County Sheriff has primary responsibility for coordination of all fire suppression efforts for wildfires occurring in the unincorporated area of the County outside the boundaries of the Fire Protection District or wildfires that exceed the capabilities of the Fire Protection District, DFPC will provide technical assistance upon the County's request in suppression, logistics, planning, and other necessary duties, including fire weather forecast information and interpretation. Such requests should be made through the Sheriff's Dispatch to the DFPC Region FMO or designee. When wildfires exceed the capabilities of the County, the Sheriff shall request assistance of the State by requesting assistance from the Division of Fire Prevention and Control. The Sheriff and the DFPC Director or designee shall enter into an agreement concerning the transfer of authority and responsibility for fire suppression and the retention of responsibilities under a unified command structure.

Any agency within Jefferson County may order interagency wildland fire resources as needed or desired. All orders will be processed immediately by the appropriate dispatch center for Jefferson County and other local cooperators' dispatch centers. All local orders will go through the Sheriff's Office Dispatch to PIDC.

Use of interagency wildland handcrews can be made by non-Federal agencies under the terms of the Wildfire Emergency Response Fund (WERF), as shown in Attachment 4 of this AOP. Under WERF, any sheriff, municipal fire department, or fire protection district may order one Type 1 or 2 interagency handcrew for up to two days use on any wildfire. The handcrews must be available regionally, and preference is given to ordering Colorado Department of Corrections Type 2 handcrews first. The use of this interagency handcrew on non-federal lands will be subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the interagency handcrew by the ordering agency beyond the initial two days will be at full cost, and subject to the prior approval of Jefferson County as specified within subsection (1) immediately below.

Jefferson County is required to notify the DFPC Region FMO or designee immediately upon ordering any interagency handcrews through PIDC, if they are requesting the support of WERF for the resource's first use. Without such notification, any such resource use may obligate county funds under the current Agreement for Cooperative Wildfire Protection in Jefferson County (Attachment 1 of this AOP)**.**

Jefferson County Sheriff's Office will notify the DFPC Region FMO or designee, as soon as possible, whenever Jefferson County or any local fire department orders interagency wildland fire

resources, including handcrews.

Interagency wildland fire resource orders (not covered by WERF as shown in Attachment 4 of this AOP) originating within Jefferson County should be covered by prior agreements between the requesting cooperator and the Jefferson County Sheriff's Office. Any interagency resource order to PIDC may obligate the Jefferson County Sheriff's Office for those resources' costs under the terms and conditions of the agreements referenced in Attachment 1 of this AOP. All local cooperator orders for interagency wildland fire resources may be at the requesting agency's expense, unless the designated County officials approve the resource orders for county payment.

Interagency wildland fire resource orders originating within Jefferson County will be coordinated by, and routed through, the Jefferson County Sheriff's Office. These resource orders will be transmitted to PIDC.

In Jefferson County, the following people **(in order of priority and availability)** have authority to approve interagency wildland fire resource orders, **prior to transmittal to PIDC**:

1. PERSONS AUTHORIZED TO ORDER INTERAGENCY WILDLAND FIRE RESOURCES ON BEHALF OF JEFFERSON COUNTY (in order of priority, based upon immediate availability)

   - Sheriff
   - Undersheriff
   - Sheriff's Office staff (Critical Incident Response Director; Director of Emergency Management; or other designated representatives)

2. UNIFIED COMMAND

   The cooperating agencies for this Plan will utilize a Unified Command structure on all incidents where more than one agency or jurisdiction is involved. The Unified Command structure will include one representative from each agency or jurisdiction responsible for the incident or the lands involved.

3. BOUNDARY FIRES

   The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

   In the event that multiple agencies are engaged in initial attack for a fire upon or near common suppression zone boundaries, the ranking officers of each agency shall convene during the first burning period to mutually agree upon the fire control strategy and appoint an Incident Commander. If it is resolved that the fire area is entirely confined to one or the other agency's area of responsibility, then the ranking officer of the jurisdictional agency shall assume the responsibility of appointing an Incident Commander.

   Fires within the **Federal Response Zone** will be suppressed according to procedures spelled out within Chapter 9, Section E (Mutual Aid Dispatch Areas).

H. Reinforcements and Support

It shall be the responsibility of the jurisdictional agency to acquire and dispatch any needed replacements to relieve initial attack crews of assisting agencies at the earliest practical time after their arrival on the fire. Procedures in Chapter 9, Section G. (Dispatching and Resource Order Process) will also apply for Reinforcements (Extended Attack).

Once assisting and jurisdictional crews have a fire controlled, it shall be mutually agreed as to what additional mop-up and patrol is necessary, and when assisting agencies will leave the fire.

Non-jurisdictional resources responding to incidents outside of the mutual aid zone need to be requested by the jurisdictional agency. Non-jurisdictional resources responding outside of the mutual aid zone without such request, or placing orders without jurisdictional approval, may create financial or other liabilities for their agencies.

For fires within Jefferson County, each agency will assume responsibility for its own expenses during the Mutual Aid Period, as detailed in Chapter 5, Section B, Number 2 (Mutual Aid Definition). If after being notified, the jurisdictional agency does not respond to the fire, then the assisting agency may request reimbursement for costs as governed by the terms of existing Mutual Aid Agreements.

1. LAW ENFORCEMENT ACTIVITIES

Traffic control will be coordinated by the county Sheriff, upon request, to expedite the routing of vehicles and personnel to and from major fires, and to exclude unauthorized personnel from the fire area.

It will be the responsibility of the agency upon whose land the fire originates to initiate law enforcement action. When initial attack is made by other than the jurisdictional agency, the assisting agency will immediately gather and preserve information and evidence pertaining to the cause of the fire for the jurisdictional agency.

In the case of any restrictions on open burning or public activities because of extreme fire danger, either by Governor's proclamation or by local issue, the county Sheriff will be responsible for enforcement of these restrictions on all non-federal lands, and may assist on other lands at the request of the appropriate agency.

I. Move-up and Cover Locations and Procedures

Mutual Aid Dispatch will occur as requested by the responding agencies as covered by the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" signed in 1993 (Attachment 5) or any successor agreements as signed by the parties; or the Denver Metro (Fire Department) Mutual Aid Agreement (Attachment 6).

J. Interagency procurement, loaning, sharing, or exchanging and maintenance of facilities, equipment, and support services

Non-federal participants in this plan may purchase wildfire suppression supplies from GSA through DFPC. Any other loaning, sharing, exchanging, or maintenance of facilities, equipment, or support services will be considered on a case by case basis and must be mutually agreed upon by the concerned parties. This will be the procedure for supply needs unrelated to active wildfire incidents.

Durable (accountable) supplies used on an incident by non-jurisdictional resources will be returned or replaced before release of those resources. The jurisdictional agency may order

replacement supplies through local ordering procedures or the national cache system. Non-durable or consumable supplies used up by non-jurisdictional resources will be replaced by the jurisdictional agency through incident supply or by issuing supply numbers to those resources before they are released. Resources, requesting such replacement, need to provide the jurisdictional agency with an inventory and/or justification.

Any incident orders made by an agency other than the jurisdictional agency that are not authorized by the jurisdictional agency or by delegation become the financial responsibility of the ordering agency.

1. **Cache Items** ("wildfire suppression supplies") for **active wildfire incidents** will be ordered through Pueblo Interagency Dispatch Center (PIDC). These items are noted in the NWCG National Fire Systems Catalog (NFES 0362).

2. **Non-Cache Items** (defined below**) will be obtained by the following methods:
   - For wildfires entirely on federal lands: these items will be ordered through PIDC, and are obtained by procurement personnel from the Pike/San Isabel National Forest and Commanche/Cimmaron National Grasslands (PSICC).

   - For wildfires entirely on private, county, or state lands: these items will be initially ordered through the Jefferson County Emergency Operations Center, and obtained by Jefferson County or the Division of Fire Prevention and Control DFPC through their procurement authorities.

   - For wildfires entirely on private, county, or state lands, which have exceeded the procurement capabilities of Jefferson County or DFPC: these items may be obtained by requesting appropriate procurement assistance (such as local USFS contracting officer, a partial or complete Buying Team, etc) through PIDC.

   - For wildfires on both federal and private/county/state lands: these items will be obtained through the use of the most available procurement capabilities of Jefferson County (through its Emergency Operations Center) or PIDC (utilizing PSICC procurement personnel, or other resources such as Buying Teams, etc). The Unified Command for such fires will be responsible for providing direction to the Incident Commander to prevent, wherever possible, any duplication of ordering of Non-Cache Items by Jefferson County or PIDC.

***** Non Cache items include, but are not limited to: meals; porta-potties; tables; chairs; business trailers; meeting halls; and other needed service or supplies.***

Current information about local sources of Non-Cache items will be maintained by Jefferson County Emergency Management.

K. Interagency Sharing of Communications Systems and Frequencies

All agencies signing this agreement authorize use of their radio frequencies **(see Exhibit H)** by other agency personnel **for emergency purposes only**, except as shown on the radio frequency list or in any other agreements. The **Jefferson County Large Incident Communications Plan** is located in **Exhibit I.**

All Federal wildland firefighting agencies (USFS /BLM/ NPS/ USFWS) have converted to narrow

banded radio frequencies as of December 31, 2004. This means that federal VHF systems have converted to 12.5 kHz bandwidth. Any radios still operating on a wide-band, 25 kHz basis may create interference with narrow-band radios, particularly with Pueblo Interagency Dispatch Center (PIDC). All Agencies, Departments and Fire Protection Districts which use USFS FM frequencies for tactical or command purposes (including through PIDC) must have radios programmed in 'Narrow band' mode to facilitate clear transmission and reception. All communications on air-to-ground frequencies must have radios programmed in 'Narrow band' mode.

1. JEFFERSON COUNTY COMMUNICATION RESOURCES

   Jefferson County Emergency Management Communications Group personnel may be requested to support initial attack and extended attack on wildfires within Jefferson County. Jefferson County Emergency Management Communications Group personnel in Jefferson County are trained and equipped with the appropriate personal protective equipment (PPE) for use on wildland fires.

   Narrow-band radios, portable repeaters, and communications vans are available for use during initial attack and extended attack on local incidents from radio caches maintained by Jefferson County Emergency Management Communications Group for the Jefferson County Sheriff's Office. Requests for Jefferson County Emergency Management Communications Group personnel and radio equipment should be made through the Jefferson County Sheriff's Office Dispatch. Such requests will be routed to the appropriate contacts.

   Narrow-band radios are available for use during extended attack on local incidents from a 20-radio cache maintained by the USFS for the Pueblo Zone IMT3. Requests for the Pueblo Zone IMT3 radio cache should be made through the Jefferson County Sheriff's Office Dispatch. Such requests will be routed to the appropriate contacts at Pueblo Interagency Dispatch Center.

L. Wildland Fire Situation Analysis

Federal agencies are required to complete the Wildland Fire Decision Support System (WFDSS) or equivalent documentation, for all fires on federal land, to determine appropriate response. This procedure requires federal agency unit administrator participation.

When a wildfire exceeds the capability of the Fire Protection District to control or extinguish, the Fire Protection District may request that the responsibility for coordination of fire suppression efforts for the wildfire to the Jefferson County Sheriff. The request to transfer responsibility for coordination of fire suppression efforts for a wildfire will be made in writing between a representative of the fire protection district and the Jefferson County Sheriff's Office (Exhibit E). The request will be accompanied by a complexity analysis form completed by the agency representatives (Exhibit D).

DFPC requires an Emergency Fire Fund (EFF) Analysis Form (**DFPC 1 - as shown in EXHIBIT G**) to be prepared on non-federal fires that have the potential to exceed county control capabilities. The County Sheriff should use this form to help determine if a wildfire might be eligible for EFF. DFPC may also elect to complete a Wildland Fire Situation Analysis (WFSA), or equivalent documentation, on fires on private and state lands that escape initial attack to determine the appropriate response. All agencies involved in extended attack on private and state lands will assist in the completion of the appropriate decision support documentation. DFPC requires a WFSA or equivalent documentation for all wildfires receiving a FEMA declaration. When

wildfires exceed the capabilities of the County the Sheriff shall seek the assistance of the State by requesting assistance from the Division of Fire Prevention and Control. The Sheriff and the DFPC shall enter into an agreement concerning the transfer of authority and responsibility for fire suppression and the retention of responsibilities under a unified command structure.

M. Wildland Emergency Response Fund (WERF)

The WERF was created to provide funding or reimbursement for crew response at the beginning of a wildfire incident, when ordered at the request of any county sheriff, municipal fire department, or fire protection district subject to the terms in Attachment 4. The use of WERF applies to the initial attack phase of each incident only. Under WERF, any sheriff, municipal fire department, or fire protection district may order an interagency handcrew for initial attack of any wildfire, subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the handcrew beyond the first two days of its assignment, by the ordering agency, will be at full cost, and subject to the prior approval of Jefferson County as specified within Chapter 9, Section G, Number 1.

N. State Emergency Fire Fund (EFF)

The Emergency Fire Fund (EFF) may be used to assist counties with whom the DFPC has signed an **"Emergency Fund Contract Agreement for Watershed Fire Control"**, and who have paid their latest annual assessment. The fund will be used only for approved wildfire suppression and control activities. **The DFPC Director, or his designee, is the only person authorized to approve and implement the fund.**

When a wildfire exceeds the capability of the Fire Protection District to control or extinguish, the Fire Protection District may request to transfer the responsibility for coordination of suppression efforts for the wildfire to the Jefferson County Sheriff. The request to transfer responsibility for coordination of suppression efforts for a wildfire will be made in writing between a representative of the fire protection district and the Jefferson County Sheriff's Office (Exhibit E). The request will be accompanied by a complexity analysis form completed by the agency representatives (Exhibit D). **Wildfires that have not become the responsibility of the Jefferson County Sheriff are not eligible for EFF support.**

1. INTENT OF EFF

   Jefferson County is a current participant in the EFF Agreement with DFPC. As a participant to this agreement, the State agrees to come to the aid of **Jefferson County** should suppression resource needs exceed county capabilities.

   When EFF is implemented, DFPC assumes responsibility and authority for all suppression activity until the wildfire is returned to county responsibility; however, the county must maintain a minimum level of participation in suppression activities after EFF is implemented, as outlined in Chapter 9, Section N, Number 6.

2. FUNDING OF EFF

   The EFF is funded by an annual assessment of member counties. It is based upon a formula that considers the number of forested acres protected and the valuation of private properties within Jefferson County.

3. ROLES UNDER EFF

a. DFPC Region FMO or designee

The DFPC Region FMO: acts for the DFPC Director in the absence of an assigned Incident Line Officer; assists the County Sheriff in completing the EFF Analysis Form (DFPC 1) for each shift; prepares the DFPC Fire Funding Request (DFPC 3); and assures that the Incident Line Officer is aware of local situations and procedures.

b. Jefferson County Sheriff

The County Sheriff: prepares the EFF Analysis Form (DFPC 1) for potential EFF fires; signs Assumption of Fire Control Duty Form (DFPC 4) for fires that the DFPC Director approves for EFF; and serves as the County's representative on the Unified Command group.

c. County Agencies and Fire Resources

Other agencies will provide the Sheriff with personnel and equipment necessary to meet the minimum county resource commitment.

4. UNIFIED COMMAND

All EFF fires will utilize a Unified Command consisting of, at a minimum, the Jefferson County Sheriff (or designated representative) and DFPC Line Officer or designee. If land administered by another agency is threatened or involved, that agency will provide a representative to the Unified Command.

5. EFF ACTIVATION

The EFF can only be implemented upon request of Jefferson County, and upon mutual agreement of both the County and DFPC. The local DFPC Region FMO, or his representative, must recommend EFF implementation to the DFPC Director or designee. Therefore, it is imperative that Jefferson County notify the DFPC Region FMO immediately should an wildfire incident occur which has the potential to exceed county capabilities. This will allow time for a DFPC representative to travel to the incident.

Before requesting EFF implementation, the County must first complete the DFPC EFF Analysis Form, # 1. This will assist the DFPC representative to complete the DFPC EFF Funding Request form, # 3. When the DFPC 1 and 3 are completed, the DFPC Region FMO or designee will contact the DFPC Area FMO or DFPC Staff and relay the information collected. The DFPC Region FMO will also make his recommendation on whether or not the situation warrants implementation of the fund.

Upon approval of EFF implementation, the DFPC Director will assign a Line Officer to the incident.

6. MINIMUM COUNTY COMMITMENT

When a wildfire is approved for EFF implementation within Jefferson County, the following minimum fire suppression forces will be maintained, as much as it is possible, throughout the duration of the incident:

- Those forces from the Fire Protection District within which the incident is occurring, while still providing a minimal level of response for other, new incidents within that district.

- Those mutual aid forces that are normally used by the Fire Protection District within which the incident is occurring, without jeopardizing the ability of the assisting agencies to mount a reasonable response within their own jurisdiction (see **Attachment 5 - Intergovernmental Agreement For Mutual Aid Between Fire Departments** in Jefferson County, or any successor agreements as signed by the parties).

- Assistance from the County's Incident Management Team, if available, adequate to assist a Type I or II incident management team during one shift/day.

- The county Emergency Operations Center (EOC) and Emergency Management staff, if available, and if appropriate, needed, and suitable to support the operation of the incident.

- Equipment and operators (such as bulldozers, road graders, water tenders) from the Road & Bridge Department, if available - and if appropriate, needed, and meeting specific safety/operational standards for the incident.

- Law enforcement and traffic control through the Sheriff's Office.

- Other county-owned equipment, personnel, and resources, as may be available and as mutually agreed upon between the county and the DFPC Line Officer, given the specific conditions and needs of the incident.

7. EFF DEACTIVATION

DFPC will transfer control of an EFF fire back to Jefferson County when: fire spread is contained; the Line Officer's objectives have been met; and a written plan has been prepared for the next operational period.

a. Mop-up and patrol

The county and/or applicable fire protection district will be responsible for mop-up and patrol, after control of an EFF fire has been transferred back to the county from DFPC, according to an extended incident action plan (that includes the next operational period).

b. Reclamation

The EFF can pay for water-barring and reseeding control lines, if authorized by the DFPC Line Officer and only when part of the Incident Action Plan during the EFF period. All other reclamation work must be funded by the landowner or other sources.

O. Dispatch Centers or Other Incident Support Facilities

The Pueblo Interagency Dispatch Center (PIDC) will be the point of contact for all Jefferson County dispatch centers for notification of fires threatening or involving federal (USDA Forest Service, USDI Bureau of Land Management, or USFWS) lands. *[Note: for initial attack in the Arapaho National Forest use PIDC; for extended attack use the Fort Collins Dispatch Center (FTC).]* In addition, the Jefferson County Sheriff's Office dispatch center is the contact point if DFPC assistance is requested for threatening fires on state and private property, and Special Management Consideration Areas. The initial attack Incident Commander should advise the local dispatcher as to which agency is to be notified.

Requests or orders for local resources that originate from outside Jefferson County will be routed through the Jefferson County Sheriff′s Office, as covered by the procedures within Section G - Dispatching and Resource Order Process.

Pueblo Interagency Dispatch Center may be contacted at the following telephone numbers:
Business: (719)-553-1600

Fort Collins Interagency Dispatch Center may be contacted at the following telephone numbers:
Business: (970)-295-6800

Jefferson County Sheriff's Office Dispatch may be contacted at the following telephone numbers:
Business: (303) 277-5511
Emergency: 911

P. Post-incident Action Analysis

Analysis of incidents will be conducted at a level commensurate with the complexity of the incident.

Q. Out-of-Jurisdiction Assignments

1. STANDARDS
Prior to dispatch out of the local jurisdiction/ mutual aid areas (Jefferson County), all wildland resources will meet minimum National Wildland Coordinating Group (NWCG) Standards for the type of resource requested. Equipment and personnel will not be dispatched outside of Jefferson County without some prior agreement as to compensation, such as a Cooperative Resource Rate Form (CRRF) with the Division of Fire Prevention and Control. All wildland resources working on Federal lands beyond the initial attack period (either within or outside of Jefferson County) will meet NWCG standards and be Red Carded for the type of resource requested or assigned to the fire.

2. PROCEDURES
Requests for local resources by jurisdictions outside the Pueblo Interagency Dispatch Center (PIDC) service area will be made through PIDC. Any agencies within the PIDC area that receive direct requests from other jurisdictions will notify PIDC of the request and their response to it. PIDC will coordinate and track the movement of Jefferson County resources to interagency wildfire assignments, but not for mutual aid activities within the county.

3. PARTICIPATION ON NATIONAL, REGIONAL, ZONE, AND LOCAL IMTS
In keeping with the concept of cooperative fire management, federal and non-federal personnel are encouraged to support and join Incident Management Teams (IMT’s) or Incident Management Groups (IMG’s) within and outside of the PIDC zone.

Federal and non-federal personnel participating on National, Regional, Zone and Local IMT’s or IMG’s will be ordered through, and tracked by, their respective dispatch organizations.

Requests for assistance outside of mutual aid areas described in this AOP must be through the appropriate dispatch centers for tracking and reimbursement. Personnel responding to

a non-mutual aid incident must have been dispatched by their jurisdiction and have a resource order.

4. RESOURCE MOBILIZATION DURING PERIODS OF ELEVATED FIRE DANGER OR FIRE RESTRICTIONS OR FIRE BANS
During periods of elevated fire danger or the implementation of fire restrictions or fire bans, Jefferson County and county cooperators will use discretion in the dispatch of its resources for out-of-jurisdiction assignments. The intent of these guidelines is to verify that the fire protection needs of the county and local jurisdictions can be met by available resources, prior to assisting on out-of-jurisdiction assignments.

R. Private (Contractor) Fire Suppression Resources

Authorization and use of private (contractor) fire suppression resources will follow approved memorandums of understanding or other agreements between the County Sheriff and the private resources, and documented in Exhibit U.

CHAPTER 10. AVIATION PROCEDURES

Requests for any and all aircraft use will come with the necessary information shown on the Aircraft Request Form, Exhibit F-1.

A. Aviation Map

Federal agencies have mapped aviation issues in their fire management action plans. Jefferson County and DFPC have not developed such a map. Items 10.A.1-6. (listed below) will be addressed in the future development of such a map.

1. HAZARDS
2. SENSITIVE ZONES (urban-interface, aquatic, wilderness, etc.)
3. HELISPOTS, DIP SITES
4. AUTOMATIC DISPATCH ZONES (tied to preparedness planning)
5. DETECTION ROUTES
6. FOAM/RETARDANT RESTRICTION AREAS

B. Flight Following/Frequency Management

Note: There is a frequency plan developed for Colorado, which identifies frequencies for specific areas of Colorado. This plan is located at each dispatch center.

Pueblo Interagency Dispatch Center (PIDC) will flight follow for aircraft ordered through them. If radio communication problems develop, PIDC will coordinate with adjacent dispatch centers to provide flight following.

C. Call When Needed (CWN) Aircraft, Tactical and Support Aircraft.

1. LOCAL RESOURCES
   Jefferson County has a Call When Needed (CWN) contract with Rampart Helicopters for use of a Type 2 restricted helicopter. This helicopter is under operation control of Jefferson County for use to respond to fires on under the jurisdiction of Jefferson County.

2. STATE RESOURCES
   The Division of Fire Prevention and Control sponsors a Single Engine Air Tanker (SEAT) program for use on wildland fires within the State of Colorado. The SEAT(s) will be contracted by DFPC for a period of time to coincide with the expected wildfire season, based upon predicted weather and fuels conditions each year. The SEAT(s) will be located within the state in the areas of highest fire danger and fire activity, as appropriate. Requests to have the SEAT(s) moved to cover a specific area (such as Jefferson County) should be made by local cooperators through the DFPC Region FMO or designee via the State Emergency Operations Line (303) 279-8855. Use of the SEAT or other State interagency aviation resources can be made by the requesting agency under the terms of the Wildfire Emergency Response Fund (WERF), as shown in Attachment 4 of this AOP.

   Under WERF, any sheriff, municipal fire department, or fire protection district may order the appropriate (and available) aviation resource for initial attack of any wildfire. In general, the first aviation resource on non-federal lands will be subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the aerial resource(s) by the ordering agency will be at full cost, and subject to the prior approval of Jefferson County as specified within subsection (a) immediately below.

Any agency within Jefferson County may order State aviation resources as needed or desired. Orders will be recognized by Jefferson County Sheriff's Office, West Metro, and Evergreen FPD dispatch centers from any fire department chief, incident commander, and county-listed NWCG qualified engine bosses or crew bosses. All aviation resource orders originating within Jefferson County will be coordinated by, and routed through, the Jefferson County Sheriff's Office. These resource orders will be transmitted to PIDC. All county or local orders for State aviation resources may be at the requesting agency's expense, if not covered by Jefferson County authorization as specified within subsection (a) immediately below.

For emergency use of State aviation resources on local wildfires, requests for aircraft may be made directly by the Jefferson County Sheriff's Office dispatch center or EOC to PIDC, followed by immediate notification to the DFPC Region FMO or designee via the State Emergency Operations Line (303) 279-8855. Requests to PIDC, for any and all air resource use, must include all the information shown on the Aviation Resource Request Form (Exhibit F-1), or they will not be acted upon by PIDC.

Jefferson County is required to notify the DFPC Region FMO immediately upon ordering any aviation resources through PIDC, if they are requesting the support of WERF for the resource's first use. Without such notification, any aerial resource use may obligate county funds under the current Agreement for Cooperative Wildfire Protection in Jefferson County (Attachment 1 of this AOP). Jefferson County Sheriff's Office will notify the DFPC Region FMO or designee via the State Emergency Operations Line (303) 279-8855, as soon as possible, whenever Jefferson County or any local fire department orders aviation resources.

a. Authorization for Resource Orders

Aviation resource orders (and costs) within Jefferson County that are not covered by the WERF may obligate the Jefferson County Sheriff's Office for costs under the Agreement for Cooperative Wildfire Protection in Jefferson County (Attachment 1 of this AOP). Any agency ordering aviation resources outside the terms of the WERF (as shown in Attachment 4 of this AOP) will be liable for the costs of these aviation resources, unless the designated County officials approve the resource order for county payment.

Aviation resource orders originating within Jefferson County will be coordinated by, and routed through, the Jefferson County Sheriff's Office. These resource orders will be transmitted to PIDC.

In Jefferson County, the following people **(in order of priority and availability)** have authority to approve use of aircraft or retardants, **prior to transmittal to PIDC**:

- Sheriff
- Undersheriff
- Sheriff's Office staff (Critical Incident Response Director; Director of Emergency Management; or other designated representatives)

3. FEDERAL RESOURCES

Requests by cooperators for Federal and Interagency aviation resources such as heavy airtanker air drops, helicopters, or helitack crews will be made through PIDC. Be advised that the following components may be supplied as needed for the specific incident:

- **Air Attack Group Supervisor**
- **Air to Ground Communication**
- **Helicopter Manager**
- **Air Service Manager of Helispots**
- **Lead Plane**
- **Heavy Air Tanker**
- **Necessary Support, Supplies, and Materials**

Use of Federal or Interagency aviation resources will be made at cost to the requesting agency under the terms of the Wildfire Emergency Response Fund (WERF), as shown in Attachment 4 of this AOP.

Under WERF, any sheriff, municipal fire department, or fire protection district may order the appropriate (and available) aviation resource for initial attack of any wildfire. In general, the first aviation resource on non-federal lands will be subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the aerial resource(s) by the ordering agency will be at full cost, and subject to the prior approval of Jefferson County as specified within subsection (a) immediately below.

Any agency within Jefferson County may order Federal aviation resources as needed or desired. Orders will be recognized by Jefferson County Sheriff's Office, West Metro, and Evergreen FPD dispatch centers from any fire department chief, incident commander, and county-listed NWCG qualified engine bosses or crew bosses. All aviation resource orders originating within Jefferson County will be coordinated by, and routed through, the Jefferson County Sheriff's Office. These resource orders will be transmitted to PIDC. All county or local orders for Federal aviation resources may be at the requesting agency's expense, if not covered by Jefferson County authorization as specified within subsection (a) immediately below.

For emergency use of Federal aviation resources on local wildfires, requests for aircraft may be made directly by the Jefferson County Sheriff's Office center~~s~~ to PIDC, followed by immediate notification to the DFPC Region FMO or designee via the State Emergency Operations Line (303) 279-8855. Requests to PIDC, for any and all air resource use, must include all the information shown on the Aviation Resource Request Form (Exhibit F-1), or they will not be acted upon by PIDC.

Jefferson County and all local fire departments are required to notify the DFPC Region FMO via the State Emergency Operations Line (303) 279-8855 immediately upon ordering any aviation resources through PIDC, as this may obligate state and county funds under the WERF. Unless specified otherwise, such resource orders from the county shall be considered a request for any appropriate state funding assistance under the WERF. Jefferson County Sheriff's Office will immediately notify the DFPC Region FMO or designee via the State Emergency Operations Line (303) 279-8855whenever Jefferson County or any local fire department orders aviation resources.

a. Authorization for Resource Orders

Aviation resource orders (and costs) within Jefferson County that are not covered by the WERF may obligate the Jefferson County Sheriff's Office for costs under the Agreement for Cooperative Wildfire Protection in Jefferson County (Attachment 1 of this AOP). Any agency ordering aviation resources outside the terms of the WERF (as shown in Attachment 4 of this AOP) will be liable for the costs of these aviation resources, unless

the designated County officials approve the resource order for county payment.

Aviation resource orders originating within Jefferson County will be coordinated by, and routed through, the Jefferson County Sheriff's Office. These resource orders will be transmitted to PIDC.

In Jefferson County, the following people **(in order of priority and availability)** have authority to approve use of aircraft or retardants, **prior to transmittal to PIDC**:

- Sheriff
- Undersheriff
- Sheriff's Office staff (Critical Incident Response Director; Director of Emergency Management; or other designated representatives)

4. NATIONAL GUARD RESOURCES

If other aircraft resources are unavailable, National Guard helicopters based at the Buckley Air National Guard Base may be available. Aircraft normally are dispatched in pairs, and may also come with a backup ship. Ground support will be provided. Aircraft and pilots will be "carded" by the appropriate authorities (see also Chapter Section 10.H). Cost to the using agency will apply, and may vary from incident to incident.

To request these aircraft, gather the necessary information shown on the **Aviation Resource Request Form, Exhibit F-1,** and contact PIDC with the specific equipment and mission request. **The request should clearly specify that those National Guard resources are being requested specifically for a State- or County-responsibility fire**. PIDC will contact the Rocky Mountain Coordination Center, which will contact the Colorado Division of Emergency Management. The DFPC Region FMO or designee via the State Emergency Operations Line (303) 279-8855 should also be notified that a request for National Guard resources has been initiated.

D. Fixed Wing Base Management

The closest airports to Jefferson County that are planned to serve as fixed wing air tanker bases are Rocky Mountain Metropolitan Airport (Broomfield, CO), and Pueblo Municipal Airport (Pueblo, CO). All requests for State and Federal aircraft should follow the directions in the preceding Sections Chapter 10, Section C. The contact number for the USFS-Jeffco Airtanker Base is (303)-439-0332; emergency number is 720-887-4846.

E. Single-Engine Airtanker Temporary Bases

The closest airports to Jefferson County that are planned to serve as fixed wing air tanker bases are Rocky Mountain Regional (Broomfield, CO), and Pueblo Municipal Airport (Pueblo, CO). All requests for State and Federal aircraft should follow the directions in the preceding Chapter 10, Section C. The contact number for the USFS-Jeffco Airtanker Base is (303)-439-0332; emergency number is 720-887-4846.

For more information about use of the SEAT and requirements to set up a temporary base, see the SEAT Briefing Guide, Exhibit F-3.

F. Leadplane/Air Attack Activation

The determination to use a leadplane or air attack on an incident will be made by PIDC as aviation resources are ordered, or as the incident complexity changes. Air Attack will be delivered with the other aviation components ordered for the specific incident.

G. Aviation Requests and Operations

1. INITIAL ATTACK

Aircraft availability for initial attack should be confirmed with PIDC or the Jefferson County Sheriff's Office Dispatch Center as conditions warrant. Some aircraft are on national contracts. It should be realized that if ordered, aircraft may come from out of state, which may greatly increase their time of arrival to the fire.

a. News Media Aircraft

If local news media aircraft are requested by Jefferson County or a local fire department for use near USFS lands, flight coordination between Jefferson County Sheriff′s Office dispatch and PIDC must occur. If communication between the news media aircraft and air resources dispatched through PIDC cannot be established, then state or federal air resources may be withdrawn from the incident. Once communication between these air resources has been established, PIDC will resume use of state or federal air resource use on the incident. The Incident Commander can also request a Temporary Flight Restriction as explained in Section G.5 below, which would help manage news media aircraft.

b. Radio Frequencies

Aircraft dispatched through PIDC for initial attack of wildfires within Jefferson County will use the designated air to ground frequency for Zone 35 or Zone 58, south of I-70; or Zone 7 or Zone 9, north of I-70. The use of VFIRE frequencies will be discouraged for air-to-ground communications for tactical use on wildfires, in order to prevent conflicts with ongoing local fire agency use. A secondary air-to-ground frequency can be established upon request to PIDC, or by PIDC at the time of the incident.

c. Communications

If communications between ground resources and the air resources dispatched by PIDC cannot be established, then state or federal air resources may be withdrawn from the incident. Once communication between these air resources has been established, PIDC will resume use of state or federal air resources on the incident. It is the responsibility of the Incident Commander and the jurisdictional agency to establish communications between ground resources and air resources on all wildfires.

Jefferson County Emergency Management Communications Group personnel and equipment may be available to help establish ground to air communications on wildfires within Jefferson County. Procedures for ordering Jefferson County Emergency Management Communications Group resources are shown in Chapter 9, Section K, Number 1.

2. BOUNDARY FIRES

Aircraft use on fires located along jurisdictional boundaries will be the responsibility of the ordering agency if pre-approval or consultation with all affected agencies has not occurred at the time of the resource order. Aircraft used over federal lands are subject to

the restrictions listed in Chapter 10, Section G, Number 6, Chapter 10, Section G, Number 7, and the restrictions shown in Chapter 10 Sections G, Number 1, subsections a through c.

3. URBAN/WILDLAND INTERFACE FIRES
Fire suppression aircraft usage in or near residential areas must be approved by the jurisdictional agency prior to usage.

4. AIR SPACE RESTRICTIONS
The Incident Commander may request Temporary Flight Restrictions (TFRs) through PIDC if non-fire aircraft may pose a hazard for fire air operations. All TFRs must be requested through PIDC for wildfires or prescribed fires, following the current procedures listed in the RMA Mobilization Guide.

5. INCIDENTS INVOLVING MULTIPLE AIR RESOURCES
Aircraft control on complex incidents, especially those involving multiple air resources, should be coordinated through the Pueblo Interagency Dispatch Center and on the incident by the appropriate (and qualified) air operations personnel. See also Chapter 10 Sections G, Number 1, subsections a through c, for specific instructions on use of air resources not dispatched through PIDC.

a. Radio Frequencies
Aircraft dispatched through PIDC for initial attack of wildfires within Jefferson County will use the designated air to ground frequency for Zone 35 or Zone 58, south of I-70; or Zone 7 or Zone 9, north of I-70. The use of VFIRE frequencies will be discouraged for air-to-ground communications for tactical use on wildfires, in order to prevent conflicts with ongoing local fire agency use. A secondary air-to-ground frequency can be established upon request to PIDC, or by PIDC at the time of the incident.

b. Communications
If communications between ground resources and the air resources dispatched by PIDC cannot be established, then state or federal air resources may be withdrawn from the incident. Once communication between these air resources has been established, PIDC will resume use of state or federal air resource use on the incident. It is the responsibility of the incident commander and the jurisdictional agency to establish communications between ground resources and air resources on all wildfires.

Jefferson County Emergency Management Communications Group personnel and equipment may be available to help establish ground to air communications on wildfires within Jefferson County. Procedures for ordering Jefferson County Emergency Management Communications Group resources are shown in Chapter 9, Section K, Number 1.

6. QUALIFICATIONS AND RESTRICTIONS ON AIR RESOURCE USE
Aircraft being used on Federal lands, or in association with Federal or interagency resources, must be certified, also known as “carded”, per Chapter 10, Section H of this AOP.

H. Aircraft Pilot and Vendor Equipment Inspection Schedules

Federal fire suppression aircraft pilots and vendor service equipment are inspected annually by either the U.S. Forest Service or the Office of Aircraft Service and certified for their capabilities.

I. Wildfire Emergency Response Fund (WERF)

The WERF was created to provide funding or reimbursement for aerial tanker drops plus retardant or rotor time plus pilot time for a helicopter when ordered at the request of any county sheriff, municipal fire department, or fire protections district. The use of WERF applies to the initial attack phase of each incident only. Under WERF, any sheriff, municipal fire department, or fire protection district may order the appropriate (and available) interagency aviation resource for initial attack of any wildfire, subject to the terms of the WERF as shown in Attachment 4 of this AOP. Continued use of the aviation resource by the ordering agency, will be at full cost, and subject to the prior approval of Jefferson County as specified within Chapter 10, Section C.

J. Aviation Dispatch Procedures

All aviation dispatches will follow the current procedures listed in the Aviation Dispatch Procedures for the Pueblo Interagency Dispatch Center (PIDC), as shown in Exhibit F-4, particularly covering the following topics:

1. STATUS
2. AIRCRAFT HIRES
3. SELECTION PROCESS
4. FLIGHT MANAGEMENT

5. FLIGHT FOLLOWING

PIDC will flight follow for all aircraft ordered through them, and following the current Aviation Dispatch Procedures shown in Exhibit F-4.

6. TEMPORARY FLIGHT RESTRICTIONS (TFR)

All TFRs must be requested through PIDC for wildfires or prescribed fires, and following the current Aviation Dispatch Procedures shown in Exhibit F-4.

CHAPTER 11. FIRE PREVENTION

A. Cooperative Activities

The following fire activities need to be coordinated between agencies:

1. FIRE DANGER:
News releases about fire danger and prescribed burning will be coordinated, and when practical, issued by the appropriate information officer as a joint release by the cooperating agencies to newspaper, radio and television media. This effort will reduce public confusion on the subject, and direct attention to fire danger for all elevations and ownerships.

   Jefferson County Sheriff's Office can obtain Red Flag and other fire weather or operational advisories from the National Weather Service-Boulder on a daily basis, and will be responsible for notification of those fire departments for which they dispatch. Each local dispatch center (within Jefferson County) can obtain Red Flag and other fire weather or operational advisories from National Weather Service-Boulder on a daily basis, and will be responsible for notification of the resources that they dispatch.

2. FIRE PREVENTION:
Coordination of fire prevention activities, including school contacts, will be coordinated between the participating agencies.

3. FIRE RESTRICTIONS:
<u>When contemplating a closure to open burning or lifting of fire bans, all agencies or fire departments will advise its cooperators of the situation and consider joint action(s) as needed.</u> In all cases, cooperating agencies should utilize the guidelines in Chapter 11, Section D, Number 1 (**Operations Plan for Pueblo Interagency Dispatch Fire Restrictions in Exhibit J)** when considering these actions.

   a. Local Restrictions
   Agencies or fire departments wanting to place or remove restrictions upon fire use within their jurisdictions within Jefferson County will consult with all adjacent agencies or departments, county sheriff and forest level offices, and the DFPC concerning fire danger. Where appropriate, joint announcements concerning fire restrictions or appropriate fire uses will be made to reduce confusion on the part of the public.

   b. County-wide Restrictions
   The Jefferson County Sheriff's Office, Jefferson County Fire Council, USFS Pike and San Isabel National Forest and Comanche and Cimmaron National Grasslands; Clear Creek Ranger District or Arapaho-Roosevelt National Forest), USFWS, DFPC or designee (on behalf of its Special Management Areas) will jointly consider placing or removing county-wide restrictions. If a closure will affect multiple ownership lands, a joint press release will be issued by the Sheriff and all other agencies involved. **Note:** The Jefferson County Sheriff or Chairman, Board of County Commissioners, can directly issue temporary county-wide fire restrictions or bans for a range of activities, as shown in **Exhibit N, Jefferson County Fire Restrictions Form**.

   c. Area/Region/Forest-wide Restrictions

Wildland agencies have agreed, at the State and Regional levels, that Area/Region/Forest-wide restrictions should be coordinated through each Interagency Dispatch Center's Board of Directors. The DFPC will represent county-level agencies and cooperators by providing current information on fire danger and activity within Jefferson County to the Pueblo Interagency Dispatch Center, phone number (719)-553-1600.

d. State-wide Restrictions

When State-wide Restrictions are instituted, all participating agencies to this AOP will coordinate their fire prevention activities. The DFPC will represent county-level agencies and cooperators by providing current information on fire danger and activity within Jefferson County to the Pueblo Interagency Dispatch Center, phone number (719)-553-1600. PIDC will communicate dispatch area-wide fire danger information to the Rocky Mountain Area Dispatch Center, phone number (303)-275-5700.

e. Seasonal Restrictions

Agencies or fire departments wanting to place or remove seasonal restrictions upon fire use within their jurisdictions within Jefferson County will consult with all adjacent agencies or departments, county and forest level offices, and the DFPC concerning fire danger and appropriate fire use. Where appropriate, joint announcements concerning fire restrictions or approved fire uses will be made by all affected agencies to reduce confusion on the part of the public.

4. FIRE PERMITS:

Each agency shall issue and control open burning permits on lands within its responsibility and authority. When such permits are issued for lands within the protection boundary of a cooperator, the cooperator shall be informed of the time and location the permit is issued for.

5. FIRE WEATHER REPORTS:

Because of the renewed awareness of the importance of having current fire weather forecasts to help ensure personnel safety, each agency is encouraged to obtain forecasts from the **National Weather Service, Fire Weather Forecasters.** Each agency shall be responsible for gathering fire weather information and requesting spot weather forecasts for their individual fire incidents, but may request assistance in gathering or transmitting such information from any of the other fire agencies. Requests will be sent directly to the National Weather Service – Boulder, 303-494-3877, fax 303-494-4409, to the attention of the ***Fire Weather Forecaster***. County agencies and fire departments can also submit these requests to the National Weather Service through the Jefferson County Sheriff's Dispatch.

6. JEFFERSON COUNTY WILDFIRE MITIGATION:

DFPC Region FMO shall assist Jefferson County Emergency Management in the planning, maintaining, updating, and implementing Community Wildfire Protection Plans.

B. Information and Education

1. FIRE DANGER INFORMATION

a. Fire Weather Station Locations

Fire weather and danger rating information is made available as described in Chapter 8, Section A, Number 2. There are two Remote Automated Weather Stations (RAWS) located in Jefferson County and which provide current weather information through websites, daily fire danger reports, and by radio transmission to authorized personnel. The RAWS stations are: Cheeseman (operated by the U.S. Forest Service) located in southwest Jefferson County; and Lookout Mountain (operated by the Jefferson County Sheriff's Office) located west of Golden. There are also four other RAWS stations in adjacent counties which provide current information for fire danger prediction ratings developed by the Jefferson County Sheriff's Office: Bailey; Corral Creek; Polhemus; and Sugarloaf.

b. Data Sharing and Methods

Information relative to fire weather and fire danger ratings will be shared as described in Chapter 8, Section A, Number 2. Special fire weather events and warnings will be broadcasted to all fire agencies as they are received from the National Weather Service or PIDC.

c. Fire Danger Dissemination

Fire danger ratings are posted daily on the PIDC website (http://gacc.nifc.gov/rmcc/dispatch_centers/r2pbc/indices.htm).

d. Fire Prevention Signs

Signs are located throughout the county, and are updated daily by the local agencies, based upon the local fire danger rating. The Colorado Department of Transportation's programmable Highway Information Signs located on U.S. 285 and I-70 can be used for advisories during periods of Very High or Extreme fire danger. The DFPC Region FMO or designee will contact CDOT to initiate these advisory messages.

2. JOINT OR SINGLE AGENCY PRESS RELEASES

News releases on fire danger or prescribed burning activities will be coordinated, and when practical, issued jointly to newspaper, radio and television media by the cooperating agencies in this AOP. This effort will reduce public confusion on the subject, and direct attention to fire danger at all elevations and ownerships. Press releases will use the most current fire danger ratings and fire weather forecasts, as detailed elsewhere in this AOP.

3. SMOKEY BEAR PROGRAM

See Chapter 11, Section A, Number 2.

4. FIRE INFORMATION PROGRAMS

Programs on fire prevention activities are available through the Division of Fire Prevention and Control, Jefferson County Wildland Fire Council, and local agencies, upon request.

5. RED FLAG WARNINGS

Red Flag warnings (and Fire Weather watches) issued by the National Weather Service Forecast Office will be communicated by the cooperating agencies as covered in Chapter 11, Section A, Number 1.

6. FIREWISE COMMUNITIES PROGRAM

The Division of Fire Prevention and Control supports the NFPA Firewise Communities program, a voluntary, national educational effort to develop wildfire mitigation programs within local communities and subdivisions. DFPC will work through Jefferson County Emergency Management to coordinate education and organizational efforts about the Firewise Communities program with local communities and subdivisions. Communities are generally defined by DFPC as a distinct location having a local authority that can act on behalf of the community.

To become a Firewise Community/USA, a community must meet the following standards:

- sponsor a local Firewise task force
- maintain a plan that identifies local solutions to the wildland/urban interface fire issue
- invest $2.00 annually per capita in local Firewise projects
- observe a Firewise Communities/USA day each spring, dedicated to a Firewise program
- submit an annual report to DFPC, documenting local achievements that meet these standards

7. COMMUNITY WILDFIRE PROTECTION PLANS (CWPPs)

CWPPs are authorized and defined in Title I of the Healthy Forests Restoration Act (HFRA) in 2003. These community-based plans are developed to discuss their mutual concerns for public safety, community sustainability, and natural resources as related to wildfires. These plans offer a positive, solution-oriented environment to address challenges such as local firefighting capabilities, the need for defensible space around homes and subdivisions, and where and how to prioritize land management (especially fuels reduction) – on both federal and non-federal lands. In Colorado, the DFPC is responsible for ensuring that each CWPP meets specified standards, such as treating high-priority areas to reduce hazardous fuels and establishing a more resilient forest. DFPC works with the Jefferson County Sheriff's Office - Emergency Management Section and local fire departments to develop and revise CWPPs for Jefferson County.

As of January 1, 2013, CWPPs are in place for the entire area of Jefferson County and can provide direction to fire cooperators and communities on improving Wildland fire response, preparedness, and fire hazard reduction measures. The following CWPPS have been developed and can be accessed through the Jefferson County Sheriff's Office:

- Jefferson County (all unincorporated areas)
- Coal Creek Canyon Fire Protection District
- Elk Creek Fire Protection District
- Evergreen Fire Protection District
- Fairmount Fire Protection District
- Foothills Fire Protection District
- Genesee Fire Protection District
- City of Golden (Fire Department)
- Golden Gate Fire Protection District

- Indian Hills Fire Protection District
- Inter-Canyon Fire Protection District
- North Fork Fire Protection District
- West Metro Fire Protection District

Implementation of completed CWPPs is ongoing, including the creation and maintenance of defensible space around homes and the reduction of hazardous fuels near communities through a variety of collaborative efforts and funding sources. CWPPs can provide specific information useful for preparation of grant applications as well as for project planning.

C. Engineering

1. LAND USE PLANNING (URBAN WILDLAND INTERFACE)
Jefferson County requires that a wildfire hazard review be conducted by an approved defensible space contractor from the list provided by Jefferson County Planning and Zoning and the fire protection district on all proposed subdivisions. Implementation of recommended wildfire hazard mitigation procedures is determined by the County Commissioners prior to subdivision approval.

2. DEFENSIBLE SPACE AND FUELS TREATMENT
Jefferson County passed regulations effective as of January 1, 1996 that require defensible spaces be developed for new construction and additions greater than 400 square feet in size within the wildland zone (greater than 6400'). Jefferson County Planning and Zoning works with applicants for building permits to develop these defensible spaces.

   Private landowners can utilize information for creating defensible spaces and fuelbreaks for wildfire mitigation, and for prescribed burning activities. USFS develops wildfire mitigation areas and fuels treatment according to National Forest Plans that direct the long-term (10 year) management of natural resources on these lands.

3. RAILROADS AND UTILITIES
The appropriate jurisdictional agencies (Jefferson County Sheriff's Office, local fire departments, and U.S. Forest Service) will coordinate their monitoring of any right-of-way maintenance activities conducted by railroads or utilities. All cooperators in Jefferson County will attempt to notify the affected jurisdictional agency prior to the start, and at the end, of any known maintenance activities. Each jurisdictional agency is responsible for issuing and monitoring any applicable permits to the railroads or utility companies according to all pertinent federal, state or county statutes and regulations.

D. Enforcement

Traffic control will be coordinated by the county sheriff, upon request, to expedite the routing of vehicles and personnel to and from major fires and to exclude unauthorized personnel from the fire area.

It will be the responsibility of the agency upon whose land the fire originates to take law enforcement action. When initial attack is made by other than the jurisdictional agency, the assisting agency will immediately gather and preserve information and evidence pertaining to the cause of the fire for the jurisdictional agency.

1. ISSUING OPEN BURNING AND CAMPFIRE PERMITS

Each agency shall issue and control burning permits on lands within **its** responsibility and authority. When such permits are issued for lands within the protection boundary of a cooperator, the cooperator shall be informed of the time and location that the permit is issued for. Private landowners may obtain permits from local fire departments for open burning in Jefferson County. Additionally, private landowners must obtain open burn permit from Jefferson County Public Health Environmental Health Services.

2. RESTRICTIONS AND CLOSURES

In the case of any restrictions on open burning or public activities because of extreme fire danger, either by Governor's proclamation or by local issue, the county sheriff will be responsible for enforcement of these restrictions on all non-federal lands, and may assist on other lands at the request of the appropriate agency.

Creation, implementation, and termination of fire restrictions will be covered as shown in the Operations Plan for Pueblo Interagency Dispatch Fire Restrictions as found in Exhibit J.

3. FIRE CAUSE INVESTIGATIONS

Investigation shall be made on all federal and non-federal fires to determine cause, responsible party, time of ignition, and all other pertinent information relating to the cause of the fire. Agreements may exist between the County Sheriff (or police authorities) and the jurisdictional agencies that apply to investigation and enforcement. Fire cause determination is needed for EFF incidents and required for FEMA incidents.

a. Fire Cause and Origin

Although an assisting agency may have a fire extinguished upon arrival of the jurisdictional agency's forces, the jurisdictional agency should discuss the fire with the assisting agency to aid in the investigation and take steps to:

- preserve the point of origin
- preserve all clues that may relate to the cause
- note all traffic leaving the area as they arrive, to include vehicle descriptions and license numbers

E. Incident Reports

The jurisdictional agency will prepare the statistical incident report. Information for this report will be provided by the initial attack agency if other than the jurisdictional agency. An incident report will accompany all reimbursement requests. The jurisdictional agency will make all incident reports available to DFPC or designee.

The Jefferson County Sheriff's Office dispatch center provides DFPC with incident report information, on a weekly basis, for fire activities dispatched through them. Other Fire Protection Districts who dispatch independently, and who have wildland responsibilities, will provide similar information to Jefferson County Sheriff’s Office. Local fire departments will send copies of all wildland fire incident reports to Jefferson County Sheriff’s Office on a regular schedule (monthly or quarterly). During periods of higher fire danger or actual fire activity, incident reports should be sent by fax or email to the Jefferson County Sheriff’s Office on a daily or weekly basis.

CHAPTER 12. FUEL MANAGEMENT AND PRESCRIBED FIRE CONSIDERATIONS

The USFS, BLM, USFWS, Jefferson County Sheriff's Office and DFPC and all other land management agencies (and fire departments) agree to cooperate in the development and implementation of prescribed burning programs and projects. Agencies and fire departments conducting prescribed fire activities will report their prescribed fire activities to the Sheriff's office dispatch, Pueblo Interagency Dispatch Center, the fire protection district within which the fire is occurring, and to each other. In addition, Jefferson County Public Health Environmental Health Services will maintain a record of all controlled burning activities occurring on private lands. Each agency or department will be responsible for obtaining any burn permit necessary at the county, state, or federal levels for their individual burns. Fire departments should also inform the DFPC if they will be conducting prescribed burn activities.

Wildfires resulting from escaped prescribed fires ignited by a party to this Agreement on lands it manages, shall be the responsibility of that party. The party responsible for the prescribed fire will reimburse other parties to this Agreement consistent with the terms and conditions contained herein, for costs incurred in suppression of such wildfires.

If parties to this Agreement conduct a cooperative prescribed fire, details covering cost sharing, reimbursement, and responsibility for suppression costs, should it escape, shall be agreed upon and documented in the burn plan. Burn plans will be prepared according to **CSFS Form # 170 - Prescribed Burn Plan** (Exhibit K), or a cooperating agency's equivalent format.

A party to this agreement may take appropriate suppression action when lands under its protection are involved in, or threatened by, the escaped fire. Such suppression action may be taken on its own initiative or at the request of the responsible party. A party to this agreement may take appropriate suppression action, at the request of the responsible party, when lands under its protection jurisdiction are not involved in or threatened by the escaped fire.

CHAPTER 13. COST REIMBURSEMENTS

Suppression costs will be determined on an operational period basis utilizing the Incident Action Plan (IAP). Chapter 13, Sections A and B are included within the discussion of Wildfire Suppression (Chapter 13, Section E). Chapter 13, Sections C and D will be addressed by the cooperating agencies as needed.

A. Non-Reimbursable Items
B. Reimbursable Items
C. Wildfire Prevention
D. Wildfire Readiness

E. Wildfire Suppression
This section covers the following topics as they relate to Wildfire Suppression: Dispatching; Initial Attack; Mutual Aid; Reinforcements; Aviation; Cost-Share Plan; Out of Jurisdiction Assignments; Billing Procedures; and Resources Rates.

Fire Protection Districts have primary responsibility for controlling wildfires in their jurisdictions. The Jefferson County Sheriff has primary responsibility for coordination of all fire suppression efforts for wildfires occurring in the unincorporated area of the County outside the boundaries of the Fire Protection District, or wildfires that exceed the capabilities of the Fire Protection District on all state and private lands within Jefferson County. Federal agencies are ultimately responsible for fire control on their lands within Jefferson County. When wildfires exceed the capabilities of the County the Sheriff shall seek the assistance of the State by requesting assistance from the Division of Fire Prevention and Control.

The first emergency response agency to arrive at the scene of a wildland fire, regardless of whether the incident occurs within its jurisdiction, shall assign an incident commander until the jurisdictional agency arrives.

When a wildfire exceeds the capability of the Fire Protection District to control or extinguish, the Fire Protection District may request to transfer the responsibility for coordination of fire suppression efforts for the wildfire to the Jefferson County Sheriff. The request to transfer responsibility for coordination of fire suppression efforts for a wildfire will be made in writing between a representative of the Fire Protection District and the Jefferson County Sheriff's Office (Exhibit E). The request will be accompanied by a complexity analysis form completed by the agency representatives (Exhibit D).

The County Sheriff, his designated officer, or other agencies may request local state and federal agencies help with the understanding that the requesting agency may have to pay for suppression costs incurred by those agencies. Where authority is transferred to the State the Sheriff and the DFPC Director shall enter into an agreement concerning the transfer of authority and responsibility for fire suppression and the retention of responsibilities under a unified command structure. The Sheriff will notify the Board of County Commissioners, or their designee, of such requests for assistance when it is anticipated that costs may be incurred.

Responsibility for wildland fire suppression on private and state lands within a fire protection district (FPD) is initially covered by the FPD. The Jefferson County Sheriff's Office is responsible for coordination of wildfire suppression efforts on private and state lands within the unincorporated area of the County outside the boundaries of the Fire Protection District, or wildfires that exceed the capabilities of the Fire Protection District on all state and private lands within Jefferson County. When wildfires exceed the capabilities of the County the Sheriff shall seek the assistance of the State by requesting assistance from the Division of Fire Prevention and Control. Wildfire suppression costs will be determined according to

mutual aid agreements, formal transfer of command documents, cost-share agreements, or shall be covered as mutually agreed upon by the county and district involved.

For Wildland Urban Interface (WUI) fires involving structures, the distribution of costs should be commensurate with values protected. Structure protection costs should be borne whenever possible by the jurisdictional Agency, Department or Fire Protection District in which the structures are located – unless otherwise addressed in a cost-share agreement for the incident. Those Fire Departments and Fire Protection Districts which are supported by tax revenues should not expect reimbursement when performing structural protection duties on an incident within their jurisdictions.

1. DISPATCHING
   Dispatch of resources will be handled by the jurisdictional agencies as covered in Chapter 9 (Wildfire Suppression Procedures).

2. INITIAL ATTACK
   Any costs incurred by assisting agencies for initial attack during the Mutual Aid Period of a wildfire within Jefferson County, and which were requested by the jurisdictional agency, shall NOT be considered reimbursable - **unless otherwise covered by applicable mutual aid agreements or agreements made on an incident-specific basis. Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies.**

   Any agency that provides a reasonable initial attack response in another agency's zone when the jurisdictional agency is unable to respond, may, at its discretion, request reimbursement from the jurisdictional agency - unless otherwise covered by applicable mutual aid agreements or agreements made on an incident-specific basis. **Initial attack response guidelines are shown in Chapter 9, Section F.**

   a. Cross-Boundary Fires
   When a wildfire occurs on lands of more than one agency and resource costs are incurred beyond that of local initial attack resources, one of the following options may be used to determine reimbursable costs to the agencies involved:

   - **Each agency assumes its own costs as expended by it in the fire control effort.**
   - **Division of fire costs based upon ownership and acreage percentages.**
   - **Some other method mutually agreed upon by Agency Representatives. Such method will be agreed upon in writing as soon as possible after determining that multiple ownerships are involved. See Exhibit R – CSFS/Federal Agencies Cost-Share Principles, and Items to consider when negotiating a Cost-Share Agreement.**

   When a fire burns on both sides of a protection boundary or threatens another jurisdiction, and is beyond the mutual aid period, a cost share agreement shall be prepared and approved by the Unit Administrator or their designee. The intent is to distribute the financial burden based on a method agreed upon by a representative from each affected jurisdiction. A cost share agreement should be negotiated as soon as practical. The Unified Command should draft the cost share agreement prior to fire close out.

b. Special Management Areas

Any costs incurred by assisting agencies for initial attack or the first operational period (approximately 12 hours) of a wildfire within Jefferson County, on lands owned by Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space, may be considered reimbursable according to Chapter 7, Section E (Special Management Consideration Areas) Chapter 9, Section F (Initial Attack Dispatch Levels) and Exhibit S of this AOP - unless covered specifically in the Reimbursement Guidelines found in Exhibit S of this AOP or otherwise covered by applicable intergovernmental agreements or agreements made on an incident-specific basis. **Initial attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies.**

Payment for reimbursable wildfire suppression costs on lands owned by Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space require that DFPC or designee be notified at the time of the fire by the jurisdictional agency. ***Failure to notify DFPC or designee will jeopardize the opportunity for reimbursement to the responding agencies.***

3. MUTUAL AID

Mutual Aid is defined in Chapter 5 of this AOP. Reimbursement for mutual aid activities between fire departments (and other agencies) in Jefferson County will be handled as covered by the "Intergovernmental Agreement for Mutual Aid Between Fire Departments" for Jefferson County (Attachment 5) or any successor agreements as signed by the parties.

4. REINFORCEMENTS

Reinforcements will be ordered and utilized as covered in Chapter 9 (Wildfire Suppression Procedures). Reimbursement for reinforcements, if applicable, will be handled according to the procedures listed below for Extended Attack.

a. Extended Attack

Any costs incurred by assisting agencies during extended attack (beyond the Mutual Aid Period) on a wildfire in Jefferson County, and which were requested by the jurisdictional agency, may be considered reimbursable - unless otherwise covered by applicable mutual aid agreements, agreements made on an incident-specific basis, or agreed participation that meets the minimum County commitment under EFF. **Extended attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies.**

Cost share agreements shall be prepared when an incident burns across or threatens **Federal** jurisdictional boundaries. The intent is to distribute the financial burden based on a method agreed upon by a representative from each affected jurisdiction. A cost share agreement should be negotiated as soon as practical. All cost-share agreements will be subject to review or change over the duration of the incident. **See Exhibit R – CSFS/Federal Agencies Cost-Share Principles, and Items to consider when negotiating a Cost-Share Agreement.**

Any costs incurred by assisting agencies for extended attack or beyond the Mutual Aid Period of a wildfire within Jefferson County, on lands owned by Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space, may be considered reimbursable according to Chapter 7, Section E (Special Management Consideration Areas) and Chapter 9, Section F (Initial Attack Dispatch Levels) - unless covered specifically in the

Reimbursement Guidelines found in Exhibit S of this AOP or otherwise covered by applicable intergovernmental agreements or agreements made on an incident-specific basis. **Extended attack activities are also subject to all existing mutual aid, reciprocal aid, and automatic aid agreements between the involved agencies.**

Payment for reimbursable wildfire suppression costs on lands owned by Denver Mountain Parks, Denver Water Board, and Jefferson County Open Space require that DFPC or designee be notified at the time of the fire by the jurisdictional agency. ***Failure to notify DFPC or designee will jeopardize the opportunity for reimbursement to the responding agencies.***

5. INTERAGENCY WILDLAND FIRE RESOURCES (Non-Aviation)

Interagency wildland fire resources may be ordered and utilized according to Chapter 9, Section G (Dispatching and Resource Order Procedures) of this AOP. Cost reimbursement for interagency wildland fire resources will be handled in one of the following manners:

- according to Chapter 9, Section G (Dispatching and Resource Order Process) of this AOP;
- for interagency handcrew use by local non-federal agencies, as specified in the Wildfire Emergency Response Fund (WERF) procedures established by the Colorado State Forest Service and shown as Attachment 4 of this AOP;
- as specified in any incident-specific cost-share agreements developed according to Chapter 13, Section E, Number 2, subsection a (Cross-Boundary Fires);
- as specified in any incident-specific cost-share agreements developed according to Emergency Fire Fund Contract Agreement between Jefferson County and Division of Fire Prevention and Control, and shown in Attachment 3 of this AOP;
- as specified in any incident-specific cost-share agreements developed by an Incident Management Team, and approved by the jurisdictional agencies involved under a unified command; or
- as specified in the current Colorado Interagency Cooperative Fire Protection Agreement, and shown in Attachment 2 of this AOP.

In general, the agency ordering the interagency wildland fire resources will be responsible for paying for the costs of using these resources. Reimbursement to the ordering agency from other jurisdictional agencies will be handled by billing and/or transfer of funds between the agencies. Payments and requests for reimbursements between Jefferson County and the Federal agencies will occur through the Division of Fire Prevention and Control, who will coordinate this process.

Jefferson County is required **to notify the DFPC Region FMO or designee via the State Emergency Operation Line at (303) 279-8855 immediately upon ordering any interagency handcrews through PIDC, if they are requesting the support of the WERF for the resource's first use.** Without such notification, the use of interagency handcrews may obligate county funds under the current Agreement for Cooperative

Wildfire Protection in Jefferson Creek County (Attachment 1 of this AOP). Jefferson County Sheriff's Office will notify the DFPC Region FMO or designee via the State Emergency Operations Line at (303) 279-8855, as soon as possible, whenever the county orders interagency wildland fire resources.

6. AVIATION

Aviation resources will be ordered and utilized according to Chapter 10 (Aviation Procedures) of this AOP. Cost reimbursement for aviation resources will be handled in one of the following manners:

- according to Chapter 10 (Aviation Procedures) of this AOP;
- as specified in the Wildfire Emergency Response Fund (WERF) procedures established by the Division of Fire Prevention and Control and shown as Attachment 4 of this AOP;
- as specified in any incident-specific cost-share agreements developed according to Chapter 13, Section E, Number 2, subsection a (Cross-Boundary Fires);
- as specified in any incident-specific cost-share agreements developed according to Emergency Fire Fund Contract Agreement between Jefferson County and Division Of Fire Prevention and Control, and shown in Attachment 3 of this AOP;
- as specified in any incident-specific cost-share agreements developed by an Incident Management Team, and approved by the jurisdictional agencies involved under a unified command; or
- as specified in the current Colorado Interagency Cooperative Fire Protection Agreement, and shown in Attachment 2 of this AOP.

In general, the agency ordering the aviation resources will be responsible for paying for the costs of using these resources. Reimbursement to the ordering agency from other jurisdictional agencies will be handled by billing and/or transfer of funds between the agencies. Payments and requests for reimbursements between Jefferson County and the Federal agencies will occur through the Division of Fire Prevention and Control, who will coordinate this process.

Jefferson County is required **to notify the DFPC Region FMO or designee via he State Emergency Operations line at (303) 279-8855 immediately upon ordering any aviation resources through PIDC, if they are requesting the support of the WERF for the resource's first use.** Without such notification, any aerial resource use may obligate county funds under the current Agreement for Cooperative Wildfire Protection in Jefferson Creek County (Attachment 1 of this AOP). Jefferson County Sheriff's Office will notify the DFPC Region FMO or designee, as soon as possible, whenever the county orders aircraft assistance via the State Emergency Operations Line (303) 279-8855.

7. COST-SHARE PLAN

EFF Fires – When a fire is accepted by the State as an EFF incident, the Cost Share Principles agreed to by State and federal agencies will apply (and are located in Exhibit R of this AOP).

Non-EFF Fires - When a wildfire occurs on lands of more than one agency and costs are incurred in addition to the initial attack, reimbursement will be made according to a cost-share plan following the guidelines in Chapter 13, Section E, Number 2, subsection a (Cross-Boundary Fires).

8. OUT-OF-JURISDICTION ASSIGNMENTS

Equipment and personnel will not be dispatched outside of Jefferson County on an interagency assignment without prior agreement as to compensation, such as a Cooperative Resource Rate Form (CRRF) with the Division of Fire Prevention and Control. Ordering and utilization of local resources for out-of-jurisdiction assignments will follow procedures in Chapter 9, Section Q (Out-of-Jurisdiction Assignments). Reimbursement will follow procedures in Chapter 13, Section E, Number 10.

9. BILLING & REIMBURSEMENT PROCEDURES

Payment for all costs on reimbursable fires either to or by the county, fire protection districts, or volunteer fire departments, shall be coordinated through the DFPC Region FMO or designee. This especially applies to fires that go beyond the first burning period before being declared contained or controlled.

a. Out-of-Jurisdiction Assignments

All reimbursement requests for fire costs that go through DFPC will have invoices sent to the DFPC Fire Billing **within 30 days after incident resources are released.** The DFPC Fire Billing will attempt to make payment as soon as possible after receiving the invoice. Invoices are required to have proper documentation supporting expenses before the process for payment can be completed. **Contact the DFPC Region FMO or designee for the most current information concerning formats and documentation requirements for reimbursement requests.**

b. Special Management Areas

All reimbursement requests for fire costs that go through DFPC will have documentation sent to the DFPC Region FMO or designee **within 30 days after incident resources are released.** DFPC will recommend reimbursement payment from the land agency to the responding agencies, according to Chapter 7, Section E (Special Management Consideration Areas) and Chapter 9, Section F (Initial Attack Dispatch Levels) – unless covered specifically in the Reimbursement Guidelines found in Exhibit S of this AOP or otherwise covered by applicable intergovernmental agreements or agreements made on an incident-specific basis.

Payment for reimbursable wildfire suppression costs on lands owned by Denver (Denver Mountain Parks or Denver Water Board) or the Jefferson County Open Space require that DFPC or desiginee be notified at the time of the fire by the jurisdictional agency. ***Failure to notify DFPC or designee will jeopardize the opportunity for reimbursement to the responding agencies.***

10. RESOURCE USE RATES

Resource rates for Jefferson County cooperators will be developed and documented on the Cooperative Resource Rates Form (CRRF). Procedures specific to the CRRF are shown in Chapter 13, Section E, Number 11 below. The following sections refer to resource rates not covered specifically within the CRRFs.

a. Personnel

The salary and wages of regular local, state, and federal fire personnel shall be at the actual cost to the assisting agency for work time from the time of departure until return to official station, including overtime. It is suggested that **USDA/USDI Fire Time Sheets, Optional Form 288**, as revised, be used for reimbursement. (Special instructions for use of this form on non-Federal wildfires may exist. Check with the Time-Keeping Officer at the incident.)

b. Equipment

Unless other arrangements have been previously made (current Cooperative Resource Rate Forms), the assisting agency will be reimbursed by the jurisdictional agency for the use of agency-owned equipment at the current state or federal rates, or at the current contractor rate as shown in the Interagency Incident Business Management Handbook. Such rates shall cover operation, repair, and depreciation. Reimbursement for hired equipment shall be at the actual cost of the equipment hired for the fire by the assisting agency. Approval for the use of heavy equipment, such as dozers, must be obtained from the jurisdictional agency. Reimbursement documentation should be completed on **USDA/USDI Emergency Equipment Use Invoice, Optional Form 286**, as revised.

c. Supplies and Material

The jurisdictional agency will reimburse the assisting agency for the actual costs of supplies and materials used for the fire effort.

Any damages incurred on the incident must be documented on **Form SF 95; Claims for Damage, Injury Or Death**, as revised, or a similar format. Claims for damages must be submitted at the time of the incident to the jurisdictional agency (or through the Incident Management Team - Finance Section).

d. Reimbursement Verification

All reimbursements need approval by the billing agency representative before submission. Each billing should have the incident name, date, and location noted. All requests for reimbursement should be accompanied by the agency incident report and submitted within 30 days following the incident. **Contact the DFPC Region FMO or designee for the most current information concerning formats and documentation requirements for reimbursement requests**.

e. Payment for DFPC Agreement Vehicles

Payment for Division of Fire Prevention and Control Agreement Vehicles on loan to fire protection districts or assigned to the local DFPC, and which are used on federal or other reimbursable wildfires, **must** be made to DFPC.

These vehicles will be reimbursed at the rates established annually by DFPC.

DFPC Agreement vehicles located within the local DFPC and which may be used on fires in Jefferson County are shown in Exhibit E.

11. COOPERATIVE RESOURCE RATES FORM (CRRF)

The Cooperative Resource Rate Form (CRRF) is not a stand-alone document. It is an attachment to this Annual Operating Plan, and documents Cooperator resource costs and conditions, should use of these resources by another agency become necessary. When the CRRF form is used, local fire agencies are considered a Cooperator by agreement, and not

a contractor. As an attachment to this Annual Operating Plan**,** linkage is provided through agreements with DFPC to the current COLORADO INTERAGENCY COOPERATIVE FIRE PROTECTION AGREEMENT (Attachment 2 of this AOP).

Use rates for VFD, FPD, county, and municipal fire departments are pre-determined on the CRRF forms. **Rates must be approved by DFPC prior to reimbursable use of these resources.** Contact the DFPC for the most current information concerning development and documentation of appropriate rates for cooperator resources. Included in Exhibit O of the Jefferson County AOP are guidelines for completing the CRRF and additional information about reimbursement documentation and requests.

DFPC will receive and review all CRRF's for local cooperator resources. **If the CRRFs are approved by DFPC, the CRRFs will become part of the county AOP for the period shown on the forms.** If the CRRFs are not approved by DFPC, the forms will be returned to the cooperator along with an explanation on why the rates were deemed unacceptable.

DFPC will forward copies of all approved CRRFs for Jefferson County resources to the Jefferson County Sheriff's Office and Interagency Dispatch Centers. Copies of approved CRRFs forms will be included in the applicable county AOPs (Exhibit O of the Jefferson County AOP). CRRFs submitted to DFPC, after the county AOP has been approved, will be distributed to the participating agencies as other updates to the AOPs are prepared according to Chapter 14, Section C, or on a monthly basis as appropriate.

CHAPTER 14. GENERAL PROCEDURES

A. Periodic Program Reviews

Federal agencies, DFPC and Jefferson County review fire programs annually. Changes that affect interagency cooperation through this plan will be brought to the attention of all participants as they are made.

B. Annual Updating of the Plan

This operating plan must be reviewed annually. If no changes are made, a statement letter with signatures of all parties to this AOP will be distributed. It is the intent of the parties to this AOP to conduct the review on or before April 1st by participating agency representatives. The Jefferson County Sheriff's Office (JCSO) will be responsible for setting date, time and location of these meetings. The JCSO will also be responsible for providing letter updates to the primary participants.

The Jefferson County Sheriff's Office and DFPC Region FMO will jointly develop the AOP. The Jefferson County Sheriff's Office will be responsible for preparing copies of the Annual Operating Plan for distribution. The DFPC will be responsible for distributing copies of the AOP to the USFS, BLM, USFWS, and Interagency Dispatch Centers. The Jefferson County Sheriff's Office will distribute copies of the AOP to county fire agencies and cooperators.

This plan becomes effective on the date signed by the last agency and shall remain in effect until terminated in writing by the parties involved, or until this plan expires as described under Plan Approval (Section 1).

C. Changes During Year (due to budget cuts or supplemental funding)

In the event that any participant of this plan has a policy or other change that affects any part of this plan, those changes will be brought to the attention of the DFPC Region FMO. DFPC will then distribute proposed changes to the plan to all other participants for their review and approval.

Exhibits that are updated throughout the year will be copied and distributed by the Jefferson County Sheriff's Office and DFPC Region FMO to all parties that maintain a copy of the AOP.

D. Resolution of Disputes Procedure

Any and all disputes will be resolved by a meeting of all cooperating agency representatives signatory to this agreement. When a dispute is determined to exist, the DFPC Region FMO will call a meeting of all parties to resolve the problem.

CHAPTER 15. DIRECTORY OF PERSONNEL

A. Bureau of Land Management

CANON CITY DISTRICT: 719-269-8500 FIRE 719-269-8552 FAX 719-269-8596
STATE OFFICE: 303-239-3689; Ken Kerr, State FMO

B. Division of Fire Prevention and Control

DFPC OFFICE: OFFICE#**303-279-9757**

NAME	TITLE	OFFICE	CELL
KIRK WILL	**REGION FMO**	**303-279-9757**	**720-556-5100**

C. USDA Forest Service

FORT COLLINS INTERAGENCY DISPATCH CENTER: 1-970-295-6800
1-970-490-5291 (pager) FAX 970-295-6801

PUEBLO INTERAGENCY DISPATCH CENTER: 1-719-553-1600 **ALT:** 1-719-549-0540
FAX (719)-553-1616

ARAPAHO-ROOSEVELT NATIONAL FOREST 970-295-6600
GEOFF BELL, FIRE MGMT OFFICER 970-295-6631; 970-217-9814 (cell)
OPEN, ASSISTANT FIRE MGMT OFFICER, 970-295-6639

CLEAR CREEK RANGER DISTRICT: 303-567-3000; 303-567-3021 FAX
WILL BRIGGS 303-541-2520 office, 303-461-9393 (pager), 303-441-3851 x 5961 (pager), 303-956-2465 (cell)
DAVE BUCHANAN 303-441-3851 # 5962 (Pager), 303-266-6741 (pager) 303-506-7659 (cell) 303-258-9193 (Nederland Work Center)

BOULDER RANGER DISTRICT: 303-541-2500; 303-541-2515 FAX
WILL BRIGGS 303-541-2520 office, 303-461-9393 (pager), 303-441-3851 x 5961 (pager), 303-956-2465 (cell)
DAVE BUCHANAN 303-441-3851 # 5962 (Pager), 303-266-6741 (pager) 303-506-7659 (cell) 303-258-9193 (Nederland Work Center)

PIKE-SAN ISABEL NATIONAL FOREST 1-719-553-1400 (o)
JEFF VANIS, FIRE MGMT OFFICER 1-719-553-1630 (o)

SOUTH PLATTE RANGER DISTRICT: 303-275-5610 / FAX 303-275-5642
ALISSA ROEDER 303-275-5632 (o) / 303-601-6439 (c)
DANNY ESCOBEDO, 303-275-5360 (office); 303-588-7674 (cell)
KRIS HEINY 303-275-5636 (office)
DAVE MOBLEY 303-838-5633 (Buffalo Creek Work Center)

D. Bureau of Indian Affairs - No lands in Clear Creek or Jefferson Counties.

E. National Park Service - No lands in Clear Creek or Jefferson Counties.

F. Fish and Wildlife Service - No lands in Clear Creek County. For Jefferson County:
Bill Waln, Fire Management Officer, Mid-Plains Fire Management District, 620-486-2393, 620-727-3466 (c)

G. County:

1. BOARD OF COUNTY COMMISSIONERS - Jefferson County 303-271-8525
2. SHERIFF'S DEPARTMENTS:

BOULDER COUNTY 303-441-3374
CLEAR CREEK COUNTY 303-679-2393; 303-679-2394
Special Services Division – Rick Albers 303-679-2380; 303-435-3295 (c); 303-266-8533 (p)
CCC Emergency Mgmt – Kathleen Krebs 303-679-2320; 303-601-9060(c); 303-208-3080 (p)
DOUGLAS COUNTY 303-660-7500
GILPIN COUNTY 303-582-5500; 582-5511
JEFFERSON COUNTY 303-277-0211
Critical Incident Response Director
Mark Gutke 303-271-5302; 303-435-3470 cell
Emergency Management Director
Clint Fey 303-271-4901; 720-641-5696cell
Emergency Management Deputy Director
Rick Newman 303-271-4903; 720-437-0509 cell
Fire Management Officer
Travis Griffin 303-271-4902; 303-704-2858 cell
PARK COUNTY 719-836-4123, -4121, -4122 (Fairplay Dispatch)
303-838-4357 (Platte Canyon area Dispatch#)

3. COUNTY AGENCIES:
DENVER WATER BOARD 303-628-6390 (Dispatch); Kevin Keefe 303-994-0177 (c) 303-855-1117 (pgr), 303-628-6355 (o); also contact county sheriff
DENVER MOUNTAIN PARKS 303-697-4545; also contact county sheriff
JEFFERSON COUNTY OPEN SPACE 303-271-5925; 303-277-0211 (Sheriff's Office)

H. Wildland Fire Departments (adjacent jurisdictions and dispatch centers)

CLEAR CREEK FIRE AUTHORITY
Business Office 303-567-4342 Chief Kelly Babeon 303-207-3974 pgr, 303-994-7806 cell
ALL FIRE DEPARTMENTS
Clear Creek Dispatch 303-679-2393 or 303-679-2394
EVERGREEN FIRE DEPARTMENT
Dispatch 303-674-2323, Emergency 303-674-3411, Business Office 303-674-3145
PLATTE CANYON FPD
Emergency 303-838-4357 Park Co SO Dispatch
Department Fire Base 303-838-4625 Business Office 303-838-5853
WEST METRO FIRE
Dispatch 303-969-0245; Business Office 303-989-4307
DENVER FIRE DEPARTMENT
720-913-2400 or 720-913-3472