

GREAT BASIN COORDINATION CENTER INTERAGENCY AGREEMENT

2022 OPERATING PLAN

I. Purpose

This Operating Plan (OP) is developed as provided for in the Great Basin Coordination Center Master Cooperative Agreement. The purpose of this OP is to set forth agreed upon services to be provided to the federal and state wildland fire management agencies within the Great Basin Geographic Area, through the Great Basin Coordination Center, here after referred to as GBCC; and responsibilities of each participating agency in the operation of the GBCC. This OP is developed and executed by parties as identified in the Master Cooperative Agreement and will become effective upon date of the last signature and will remain in effect unless modified or superseded.

II. Participants

Participants in this OP consist of the following:

USDA Forest Service, Intermountain Region 4 (Agreement #20-IA-11046000-038)
DOI National Park Service, Interior Regions 6 and 7 (Agreement #P20PG00362)
DOI National Park Service, Interior Regions 8, 9, 10 and 12 (Agreement #P20AC01056)
DOI Bureau of Land Management, Arizona State Office (Agreement #MOU-UT-2020-010)
DOI Bureau of Land Management, Idaho State Office (Agreement #MOU-UT-2020-010)
DOI Bureau of Land Management, Utah State Office (Agreement #MOU-UT-2020-010)
DOI Bureau of Land Management, Nevada State Office (Agreement #CFPA-NV913-9210-2020-024)
DOI Fish and Wildlife Service, Interior Regions 5 and 7 (Agreement #4500079557)
DOI Fish and Wildlife Service, Interior Regions 8 and 9 (Agreement #4500079557)
DOI Fish and Wildlife Service, Interior Regions 9 and 12 (Agreement #450079557)
DOI Bureau of Indian Affairs, Western Regional Office (Agreement #A19PG0008)
State of Idaho, Department of Lands (Agreement #IDL-CDS-20-002)
State of Nevada, Division of Forestry (Agreement #NDF 21-012)
State of Utah, Division of Forestry Fire and State Lands (Agreement #212173)

III. Goals of Great Basin Coordination Center

- A. Provide appropriate protection to natural resources, ensuring the safety of the general public and employees, in accordance with Agency Land Use Plans.
- B. Gather and disseminate information which will assist field units in meeting land management goals.

- C. Utilize resources in accordance with closes forces concept and the most cost-effective manner in coordination with the local dispatch centers.
- D. Coordinate aircraft use: utilizing only approved aircraft and pilots to ensure safe and efficient aircraft operations.
- E. Facilitate resource allocation when resources within the local dispatch centers boundaries are exhausted in coordination with adjacent Coordination Centers and the National Interagency Coordination Center (NICC).
- F. Operate within existing cooperative agreements.

IV. Oversight of the Great Basin Coordination Center

- A. The Great Basin Coordinating Group (GBCG) is the decision-making authority for the GBCC. The GBCG will:
 - 1. Establish general interagency policy and direction for the management of GBCC. Direct the course of action taken by the respective agencies, through adoption or modification of policy and technical information. The GBCG will provide the overall direction and a signed delegation to the GBCC Center Manager.
 - 2. Support the GBCC Center Manager with human resources needs in association with the respective employee sponsoring agency.
 - 3. Approve budget and staffing needs of GBCC annually.
 - 4. Approve established guidelines covering present and future operations of the GBCC.
 - 5. Support GBCC operations through consistent interagency policies, commitments, and endorsement of program.
 - 6. Assist the GB Center Manager with procurement, facility, and IT needs or issues to maintain a fully functioning center.

V. Services

- A. The GBCC will conduct, but not be limited to, the following activities:
 - 1. The Center Manager will develop and implement a process for maintaining cost-effective and timely coordination of regional and state emergency response for wildland fire management for suppression, prescribed fire, all hazard incidents, and other support within the authority of the

agencies. The GBCC Manager is responsible for determining needs, coordinating priorities, and facilitating the mobilization of resources from the Great Basin to other geographic areas.

2. The GBCC will determine Geographic Area priorities for all resources in multiple wildland fire or other incidents, until a Geographic Multi-Agency Coordinating Group (GMAC) is activated. Incident priorities will be set according to National and Geographic Area priority regardless of agency and resource requests will be filled in line with, or in support of these priorities.
3. Keep all Agency Administrators (AA) and the National Interagency Coordination Center (NICC) informed of current fire potential and any critical incident situations.
4. Provide a fire Predictive Services center, including intelligence and meteorologists for the Geographic Area. Predictive Services will collect, distribute, and post information concerning the National/Area fire situation; including fire danger, number of fires, fire location, area burned, resources committed, and any special conditions that warrant distribution.
5. The GBCC will establish Standard Operating Procedures (SOP) and/or desk guides that establish the processes for operation of multi-agency logistical support activity within the GACC. The Mobilization Guide is intended to facilitate interagency dispatch coordination ensuring that the most timely and cost-effective incident support services are provided.
6. Staffing changes (i.e., temporary promotions, details, additional preparedness staffing needs, etc.) will be coordinated with the Utah BLM State Incident Business Lead and USFS Regional Lead prior to outreach announcement to ensure the financial obligations can be met and agreed upon.

B. All federal and state wildland fire management agencies in the Great Basin Geographic Area will:

1. Provide GBCC with status of agency resources in the appropriate resource tracking system.
2. Advise GBCC if restrictions must be placed on agency resources due to existing or anticipated fire activity within the Geographic Area.
3. Provide appropriate funding codes for all requested preposition of resources.

C. The GBCC will operate on an annual budget supported and approved by the Great Basin Coordinating Group (GBCG). The contribution percentage of each agency will be identified in the financial plan (Exhibit B) and are based off of workload analysis completed 2019. Specifics on the budget are as follows:

1. The Fiscal Year budget and the proportionate agency costs are outlined in GBCC Annual Financial Plan, supported by the exhibits in this document. This financial plan will be reviewed annually.

2. The budget will outline planned expenditures by major categories of personnel salary, travel, building lease, utilities, equipment purchases and maintenance, office supplies, and other expenditures. The agreed upon percentage share will be applied to the total planned budget for each agency. The Utah BLM State Incident Business Lead will compute the total cost of the center, apply the percentage share for each agency, and revise the budget for planning purposes annually.
3. Individual agencies will retain funds for items such as personnel salary, and benefits for respective employees. Operational services will be paid through funds contributed by each party and used or retained for use by GBCC. Funds contributed by individual agencies will count toward their agency's share.
4. The remaining operational balance will be obligated to the Utah BLM via a reimbursable agreement with each agency for their remaining share. This transfer of funds is suggested to take place in a timely manner, with a goal of **December 31** each year unless previously negotiated with the Utah BLM.
5. Utah BLM will coordinate the funding with agencies based upon the annual financial plan. Reimbursement for over contributions from an agency may be adjusted based on payments received. If an agency fails to make all or a portion of their total payment obligation, GBCG may proportionally adjust the reimbursements to over contributing agencies.
6. The proposed annual budget and OP will be submitted to and approved by the GBCG at the fall face-to-face meeting.
7. The GBCG may adjust for additional funds or reimbursement for individual agencies and will be negotiated according to predetermined percentages.
8. Records shall be retained as per the BLM records retention policy.

VI. GBCC Operating Plan Signatures

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 5 AND 7

ANNA
MUNOZ

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Regional Director

Date: _____



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FRANKLIN LEE
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DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 9 AND 12

Regional Director

Date: _____



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DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

Regional Director

Date: _____

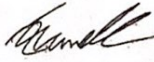
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DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

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USDA FOREST SERVICE
INTERMOUNTAIN REGION

Regional Forester

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DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

Regional Director

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VI. GBCC Operating Plan Signatures
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Regional Director

Date: 8APR22

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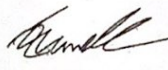
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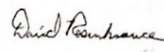
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USDA FOREST SERVICE
INTERMOUNTAIN REGION



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ARLENE
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Grants Management Specialist

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INTERIOR REGIONS 9 AND 12

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DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

**JESSIE
DURHAM**

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Regional Director

Date: 3-3-2022

**RENEE
HOLLY**

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RENEE HOLLY
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DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

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INTERIOR REGIONS 6, 7, AND 8

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DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

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Regional Director

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TAMMY
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DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 8, 9, 10, AND 12

Frank W. Lands FRANK LANDS
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Regional Director

Date: _____

LILETTE
BALDODANO

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LILETTE BALDODANO
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Contracting Officer

Date: February 23, 2022

DOI BUREAU OF LAND MANAGEMENT
ARIZONA STATE OFFICE

State Director

Date: _____

DOI BUREAU OF LAND MANAGEMENT
IDAHO STATE OFFICE

State Director

Date: _____

STATE OF IDAHO
DEPARTMENT OF LANDS

State Forester

Date: _____

Contracting Officer

Date: _____

DOI BUREAU OF LAND MANAGEMENT
NEVADA STATE OFFICE

State Director

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DOI BUREAU OF LAND MANAGEMENT
UTAH STATE OFFICE

State Director

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STATE OF NEVADA
DIVISION OF FORESTRY

State Forester

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Contracting Officer

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STATE OF UTAH
DIVISION OF FORESTRY, FIRE AND STATE LANDS

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INTERIOR REGIONS 8, 9, 10, AND 12

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IDAHO STATE OFFICE

State Director

Date: _____

STATE OF IDAHO
DEPARTMENT OF LANDS

State Forester

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Contracting Officer

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DOI BUREAU OF LAND MANAGEMENT
NEVADA STATE OFFICE

JON RABY

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RABY
Date: 2022.02.17
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State Director

Date: 2/17/2022

DOI BUREAU OF LAND MANAGEMENT
UTAH STATE OFFICE

State Director

Date: _____

STATE OF NEVADA
DIVISION OF FORESTRY

State Forester

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STATE OF UTAH
DIVISION OF FORESTRY, FIRE AND STATE LANDS

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Regional Director

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IDAHO STATE OFFICE

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DOI BUREAU OF LAND MANAGEMENT
UTAH STATE OFFICE

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GREGORY SHEEHAN
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STATE OF NEVADA
DIVISION OF FORESTRY

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STATE OF UTAH
DIVISION OF FORESTRY, FIRE AND STATE LANDS

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DOI NATIONAL PARK SERVICE
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DOI BUREAU OF LAND MANAGEMENT
ARIZONA STATE OFFICE

**RAYMOND
SUAZO**

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RAYMOND SUAZO
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DOI BUREAU OF LAND MANAGEMENT
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DOI BUREAU OF LAND MANAGEMENT
IDAHO STATE OFFICE



State Director

Date: 02/15/2022

STATE OF IDAHO
DEPARTMENT OF LANDS

State Forester

Date: _____

Contracting Officer

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DOI BUREAU OF LAND MANAGEMENT
NEVADA STATE OFFICE

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UTAH STATE OFFICE

State Director

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STATE OF NEVADA
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STATE OF IDAHO
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DOI BUREAU OF LAND MANAGEMENT
NEVADA STATE OFFICE

State Director

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DOI BUREAU OF LAND MANAGEMENT
UTAH STATE OFFICE

State Director

Date: _____

STATE OF NEVADA
DIVISION OF FORESTRY

Kacey KC

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KC
Date: 2022.03.08
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State Forester

Date: 3-8-2022

Contracting Officer

Date: _____

STATE OF UTAH
DIVISION OF FORESTRY, FIRE AND STATE LANDS

State Forester

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Contracting Officer

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DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 8, 9, 10, AND 12

Regional Director

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Contracting Officer

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DOI BUREAU OF LAND MANAGEMENT
ARIZONA STATE OFFICE

State Director

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DOI BUREAU OF LAND MANAGEMENT
IDAHO STATE OFFICE

State Director

Date: _____

STATE OF IDAHO
DEPARTMENT OF LANDS

Craig C.
Foss

 Digitally signed by Craig C. Foss
DN: cn=Craig C. Foss, o=Idaho
Department of Lands,
email=cfoss@idl.idaho.gov, c=US
Date: 2022.02.23 09:39:48 -07'00'

State Forester

Date: _____

Contracting Officer

Date: _____

DOI BUREAU OF LAND MANAGEMENT
NEVADA STATE OFFICE

State Director

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DOI BUREAU OF LAND MANAGEMENT
UTAH STATE OFFICE

State Director

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STATE OF NEVADA
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State Forester

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DOI NATIONAL PARK SERVICE
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State Director

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DOI BUREAU OF LAND MANAGEMENT
UTAH STATE OFFICE

State Director

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STATE OF NEVADA
DIVISION OF FORESTRY

State Forester

Date: _____

Contracting Officer

Date: _____

STATE OF UTAH
DIVISION OF FORESTRY, FIRE AND STATE LANDS

Jamie Barnes
Jamie Barnes (Feb 10, 2022 17:11 MST)

State Forester

Date: 02/10/2022

Stacy Carroll

Contracting Officer

Date: 02/09/2022

EXHIBIT A: Projected Labor/Travel Costs

FY22 Projected Costs		Date:	24-Jan-22		
Position	Employee	GS	WM	Cost to gov	Travel & Training
USFS					
Deputy Ctr Mgr	Vacant	12/7	12	\$ 128,593	
Intel Coordinator	V. McCabe-Howell	11/7	12	\$ 107,283	
Ops Coordinator	Vacant	11/7	12	\$ 107,283	
Ops Coordinator	K. Whalen	11/7	12	\$ 107,283	
Ops Coordinator	B. Burbridge	11/7	12	\$ 107,283	
Ops Coordinator	J. Platt	11/7	12	\$ 107,283	
Ops Coordinator**	M.Tallon	11/7	2	\$ 17,880	
	Sub Total			\$ 682,886	\$ 24,000.00
BLM					
Center Manager	G. Dingman	13/7	12	\$ 152,911	
Predictive Service	B. Newmerzhycky	13/7	12	\$ 152,911	
Meteorologist	G. Mcquire	12/7	12	\$ 128,593	
Meteorologist	S. Law	12/7	6	\$ 64,296	
Meteorologist*	N. Hosenfeld	12/7	3	\$ 32,404	
Web Manager	R. Tippetts	12/7	12	\$ 128,593	
Log Coordinator**	M. Tallon	9/7	7	\$ 51,725	
Log Coordinator	Vacant	9/7	9	\$ 66,504	
Intel Assistant	S. Stucki	9/7	12	\$ 88,672	
Admin Assistant	R. Anderson	7/7	12	\$ 72,487	
	Sub Total			\$ 939,097	\$ 40,000.00
FY22 wages have not been released, this is based off of FY21 plus a 2.7% proposed increase.					
Total				\$ 1,621,982	\$ 64,000
*Position encumbered for the first quarter of FY22 then was vacated and will not be filled. Actual labor costs reflected.					
**M.Tallon Detailing for 2WM with temp promotion, reduced BLM GS-09 line and added USFS GS-11 to capture detail. Funds will be included in final total for reimbursement from USFS to BLM.					

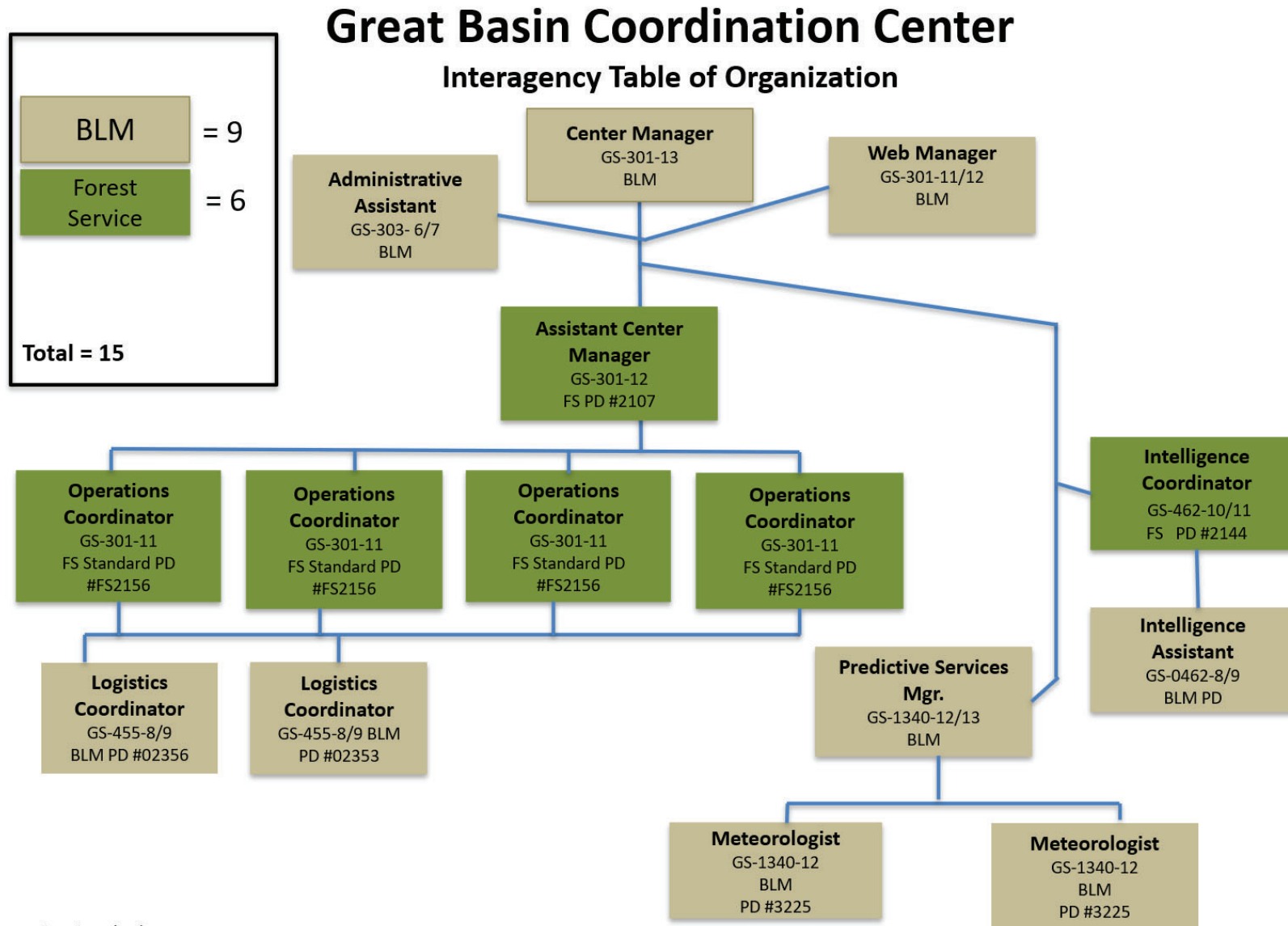
EXHIBIT B: Projected Operation Costs

Operations	Cost	Agency	Percent	Share
State of Utah		USFS	38.70%	\$ 778,816
Lease Amount (FY21)	\$ 233,354	BLM	32.27%	\$ 649,415
Landline Phones	\$ 38,700	BIA	2.00%	\$ 40,249
Cleaning Services	\$ 9,450	NPS	2.00%	\$ 40,249
Wireless Service	\$ 1,025	FWS	2.00%	\$ 40,249
Sub Total	\$ 282,529	State of UT	11.69%	\$ 235,255
USFS		NDF	7.34%	\$ 147,713
Computers	\$ 4,000	IDL	4.00%	\$ 80,498
IT Supplies	\$ 1,600		100.00%	\$ 2,012,443
Copy Machines/Printers	\$ 1,500			
Supplies	\$ 4,000	Break Down		
Vehicle	\$ 5,500	Agency	Percent	Share
Sub Total	\$ 16,600	USFS	38.70%	\$ 778,816
BLM		BLM	32.27%	\$ 649,415
Mob Guides Printing	\$ 6,500	AZ	6.00%	\$ 38,965
Supplies	\$ 6,000	ID	14.00%	\$ 90,918
Satellite Service	\$ 1,200	NV	61.00%	\$ 396,143
Cell Phones/iPads	\$ 3,400	UT	19.00%	\$ 123,389
IT Supplies	\$ 1,000	NPS	2.00%	\$ 40,249
Manuals and Reference Materials	\$ 500	R6 & 7	77.00%	\$ 30,992
Copy Machines/Printers	\$ 1,500	R8, 9, 10, 12	23.00%	\$ 9,257
Computers	\$ 4,000	BIA	2.00%	\$ 40,249
Sub Total	\$ 24,100	FWS	2.00%	\$ 40,249
Operations Total	\$ 323,229	R5 & 7	33.00%	\$ 13,416
		R8 & 10	33.00%	\$ 13,416
Annual Operating Costs		R9 & 12	33.00%	\$ 13,416
Salaries	\$ 1,621,982	IDL	4.00%	\$ 80,498
Travel & Training	\$ 64,000	State of UT	11.69%	\$ 235,255
Operations	\$ 323,229	NDF	7.34%	\$ 147,713
Contingency (1% Ops)	\$ 3,232			\$ 2,012,443
Total	\$ 2,012,443			

EXHIBIT C: Budget Summary

Agency	Share Owed	Paid Operations	Paid Salaries	Travel	Total	Difference	Notes
USFS	\$ 778,816	\$ 16,600	\$ 665,006	\$ 24,000	\$ 705,606	\$ 73,210	Owes this Amount
BLM	\$ 649,415	\$ 24,100	\$ 939,097	\$ 40,000	\$ 1,003,197	\$ (353,781)	Overpaid this Amount
State of Utah	\$ 235,255	\$ 282,529	\$ -	\$ -	\$ 282,529	\$ (47,274)	Overpaid this Amount
NDF	\$ 147,713	\$ -	\$ -	\$ -	\$ -	\$ 147,713	Owes this Amount
BIA	\$ 40,249	\$ -	\$ -	\$ -	\$ -	\$ 40,249	Owes this Amount
NPS Intermountain Region	\$ 30,992	\$ -	\$ -	\$ -	\$ -	\$ 30,992	Owes this Amount
NPS Pacific Region	\$ 9,257	\$ -	\$ -	\$ -	\$ -	\$ 9,257	Owes this Amount
FWS Mountain-Prarie Region	\$ 13,416	\$ -	\$ -	\$ -	\$ -	\$ 13,416	Owes this Amount
FWS Pacific West Region	\$ 13,416	\$ -	\$ -	\$ -	\$ -	\$ 13,416	Owes this Amount
FWS Pacific Southwest Region	\$ 13,416	\$ -	\$ -	\$ -	\$ -	\$ 13,416	Owes this Amount
IDL	\$ 80,498	\$ -	\$ -	\$ -	\$ -	\$ 80,498	Owes this Amount
Total	\$ 2,012,443						

EXHIBIT D: Table of Organization



Updated: 12/13/2021