



Complex Incident Management Course



Dear State Foresters:

The Complex Incident Management Course (CIMC), which has been developed by the National Association of State Foresters (NASF) in a cooperative agreement with the US Forest Service, will be offered in Bremerton, Washington in February 2022. This will be the thirtieth regional course presentation.

This western regional course has been scheduled for Sunday, February 27, 2022 through Friday, March 4, 2022. As explained below, names and email contact information are due by December 15, 2021 and the individual on-line applications are due by December 30, 2021.

The Complex Incident Management Course has been designed to provide an advanced incident management training program that addresses many types of the all-hazard and multi-jurisdictional issues including wildfires that confront our state and local emergency responders. The NASF Fire Committee's goal was to establish a course that is developed with state fire agencies in mind and can be delivered at a regional level across the nation to minimize the amount of travel for state and local agencies. The course is recognized as interchangeable with S-520 for Type 1 certification by NWCG.

Each western state will have an opportunity to submit applications for an entire Incident Management Team, individual team members, state agency fire manager, or a course observer. We anticipate a high demand for this session and are planning an additional session in the west in early November. The fire managers and course observer will have an opportunity to review the course and learn what other state forestry agencies throughout the country are doing to plan for wildfire and all-hazard incidents that may impact their agencies.

Enclosed are attachments that list the team positions involved and minimum training standards for each position. Also enclosed is a description for the observer position and state agency fire manager and the benefits of those positions.

We have implemented an on-line application process. When you have chosen the individuals to attend, please email their names, team position and email addresses to Laura York. Her email address is laura.york@odf.oregon.gov. Laura will send selected individuals a user ID, password, and directions to go on-line and officially apply for the course. Any questions concerning the application process should be directed to Laura York, Oregon Department of Forestry, at (541) 233-6967.

The Complex Incident Management Course was developed at your request to provide your personnel with the best possible incident management training. Should there be any additional questions, please don't hesitate to contact the CIMC Steering Committee Chair, Rick Dolan (Florida Forest Service) at (352) 353-5101 or your region's Steering Committee Members, Andy White (Oregon Department of Forestry) at (503) 706-8607 or Dave Russell (CAL Fire) at (530) 200-2500.

Sincerely,

George L. Geissler

Washington State Forester
Chair, NASF Forest Fire Protection Committee

National Association of State Foresters
Complex Incident Management Course
Northwest Region Class
February 27th- March 4th, 2022

Team composition consists of:

- Incident Commander
- Planning Section Chief
- Operations Section Chief
- Finance Section Chief
- Logistical Section Chief
- Public Information Officer
- Liaison Officer
- Safety Officer

All personnel filling the Incident Management Team positions should have the required NWCG position training for their respective position prior to attending the CIMC program. It is preferred, but not required, that Incident Management Teams have taken the S-420 course prior to registering for the Complex Incident Management Course.

We will be able to accommodate up to five Incident Management Teams from the Northwest Region, along with a maximum of two observers/fire managers per team from throughout the three regions of NASF. **Students can apply for an individual position or as a pre-established Incident Management Team.**

The approved individuals will receive notice if they are accepted to participate in this course along with logistical information. All expenses and travel arrangements will be funded by your agency. Travel arrangements to and from the facility are your responsibility.

The course begins on Sunday, February 27th, 2022 at 10:00 a.m. and will run through Friday, March 4th, 2022 at 11:00 a.m. Flight arrangements can be made into Seattle, Washington. Travel time via motor vehicle from the airport to the host site in Bremerton is approximately 1-1.5 hours. The class will take place at the Kitsap Conference Center.

Course Observer: The course observer position of the Complex Incident Management Course is designed to allow for a person to observe the entire course including involvement in classroom discussion and review of team participation in the course simulations.

The course observer position is designed for personnel who will have significant roles in wildfire and emergency response within their respective state or local areas of work. The personnel performing this role do not have to be highly qualified in the Incident Command System.

The goal for the course observer position is to allow personnel the opportunity to review and form techniques used across the country in the organization and management of complex wildfires and emergency response.

State Agency Fire Manager: Recommended Participants: Those with policy and program management responsibilities within their respective agencies. Routinely, they would be the person who provides the delegation of authority to the IMT. They may serve as the point of contact for the IMT to exchange updated incident status and intelligence, which might cause changes that would require modifications to the team's objectives, goals, and alternatives. These could have political, legal, and or fiscal ramifications.

The State Fire Manager position of the Complex Incident Management Course is designed to help the committee:

- Identify those subject areas that are missing and would be of benefit to themselves and others that might have IMT work in their state. Identify those subject areas presented that need to be modified, shortened, or lengthened to provide better understanding of their roles with IMT.
- The Manager may suggest additions/deletions that would benefit them specifically in their day-to-day job or incident management role at their home unit and may provide feedback to individual instructors as to how the presentation would impact their local area of assignment.
- Assist Faculty in identifying those items that may be specially packaged into a type of "Desk Reference Guidebook" for participants. This is for quick reference at the home unit when needed.
- Become a regional spokesperson for the merits of the course.
- Assist as needed in exercises and as a role player by acting as an Agency Administrator for briefings, meetings, etc.
- Actively participate in the simulation presentation with the intent to create realism.
- Evaluate simulation group's tracking and objectivity and provide an "observer" assessment as to your thoughts on how the team being tested performed and as to why you feel that way.
- Provide all this feedback to the faculty/steering committee at the close out critique.