

2022 Operating Plan
for
WILDLAND FIRE PROTECTION PROGRAM
between the
CITY OF NORTH LAS VEGAS FIRE DEPARTMENT
and the
UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
SOUTHERN NEVADA DISTRICT

This Operating Plan (OP) is hereby made and entered into by and between the City of North Las Vegas and the Bureau of Land Management, Southern Nevada District (collectively, Parties) pursuant to the Master Cooperative Wildland Fire Management and Stafford Act Response Agreement BLM-CFPA-LLNV913-9210-2022-003 (Master Agreement) signed and dated May 13, 2021 and the Interlocal Contract Between Public Agencies, Wildland Fire Protection Program (WFPP) signed and dated June 28, 2021. (Interlocal Contract; collectively, Master Agreement and Interlocal Contract are the Agreements). This Operating Plan, inclusive of any referenced attachments or exhibits, is entered into in conjunction with the Agreements. A formal modification to the Master Agreement is unnecessary but this OP shall not contradict the Master Agreement.

I. PURPOSE

The purpose of this OP is to define operating procedures and responsibilities within the framework of the Agreements.

RECITALS

Stafford Act responses and related national response framework (NRF) activities will be accomplished utilizing established dispatch coordination concepts. Situation and damage assessment information will be transmitted through established fire suppression intelligence channels. Jurisdictional Agencies are responsible for all planning documents (i.e. land use, resource and fire management plans and decision support documents) for a unit's wildland fire and fuels management program.

Protecting Agencies implement the actions documented and directed by the appropriate planning documents and decision support documents for initial and extended attack on wildfire incidents. They provide the supervision and support including operational oversight, direction, and logistical support to interagency incident management teams (IMTs).

II. TERMINOLOGY, EXHIBITS, AND SUPPLEMENTS

- A. Words and phrases used herein may have different meanings or interpretations for different readers. To establish a common understanding, some words and phrases as used herein are defined in the text of this OP. Where there are inconsistencies, the hierarchy of terminology will be those defined by statute, those defined by regulation, those defined in policy, those defined in the Agreements, those defined in this OP, those defined in the [National Wildfire Coordinating Group \(NWCG\) Glossary of Wildland Fire Terminology](#), and then all other agency and interagency documentation.
- B. The following exhibits are incorporated into this OP:
- Exhibit A – Emergency Contact Personnel
 - Exhibit B – Resources Available for Incidents
 - Exhibit C – Radio Frequencies
 - Exhibit D – Map of Protection Areas and Boundaries
- C. Exhibit A, B, and C must be completed and attached to this OP prior to execution. The exhibits must include a list of principal emergency contacts, available resources and frequencies permitted to be used during emergency activities or training.
- D. Exhibit D must be completed and attached to this OP prior to execution. The exhibit must illustrate the protection areas of the signatory parties, along with the scope of initial attack and associated mutual aid zones.
- E. The Parties may attach other exhibits or operational information for reference so long as the additional exhibits and information do not conflict with the authority and provisions of this OP.

III. BILLING PROCEDURES

1. **Suppression Billing:** On fires where costs are incurred pursuant to the terms of the Agreements, the Supporting Agency shall submit a bill or estimate for reimbursement as soon as possible, but not later than 180 days after the fire is declared out. If final costs are not known at that time, an estimated amount will be provided to the Protecting Parties. Contested items will be resolved by the Parties that are signatories to this OP. If consensus cannot be reached, those items of concern will be elevated to the next higher level of management for resolution. Payment shall be made to the Supporting Party within 90 days after receipt of the billing invoice.

Billing deadlines set forth herein are intended to encourage prompt billing. Failure to meet these timeframes shall not be construed as a release or waiver of claims for reimbursement against the other Party.

Should additional costs be identified after a "final" billing has been issued, a supplemental bill may be issued if agreeable to applicable Parties.

Cooperator Billings:

Refer to Attachment A of the Interlocal Contract. The Cooperator is covered under a WFPP agreement with Nevada Division of Forestry (NDF) and the incident falls under that agreement, billings will be submitted to NDF for payment.

Nevada Division of Forestry
2478 Fairview Drive
Carson City, NV 89701
Contact: Thelesa Montoya-Neves, 775-684-2516, tmneves@forestry.nv.gov
Submit all invoices electronically to: ndffirebilling@forestry.nv.gov

BLM Billings:

Refer to Exhibit D of the Master Agreement–Reimbursable Billings and Payments

2. **Billing Content:** A separate bill will be submitted for each fire. Bills will be identified by fire name, location, jurisdictional unit, and appropriate order number, and will be supported by adequate documentation and broken down by categories (if required by a cost share agreement). Billings for fire suppression assistance will not include administrative overhead or other costs not supported by a resource order or other supporting documentation.

The following items will be included with each invoice:

- Billing party's legal name, address, telephone number, and billing party's financial contact information.
- Proper agreement number.
- Invoice date.
- Invoice number, if applicable.
- Incident name, incident number, and Firecode or charge code.
- Dates of the incident covered by the billing.
- Summary agency cost data for the amount being billed.
- Copies of resource orders and other supporting documentation (i.e. WildCad). Any receipts submitted should be in the form of photocopies.
- Cost-share agreement and signed cost share split form (if applicable).

Summary cost data should include a list of personnel, travel, and equipment expenses; and a listing by contractor/vendor name and amount spent for services and supplies procured.

Generally, cost source documents, including but not limited to, OF-288 Emergency

Firefighter Time Reports, and SF-261 Crew Time Reports, will not be required with the billing content unless summary cost data is disputed.

Payment Due Dates: All bills will have a payment due date 90 days after date of issuance.

IV. GENERAL PROVISIONS

1. **ANNUAL COORDINATION MEETING:** A coordination meeting between the Cooperator and the BLM will be held as needed annually by April 1. This meeting will review the past year of cooperative assistance and revise the OP, as needed. Parties to this agreement will communicate preseason to identify critical resources areas (i.e., critical wildlife habitat, etc.).

Maps which identify each of the Parties' jurisdictional boundaries will be exchanged and updated annually and provided during the coordination meeting. This is critical in establishing an understanding of responsibilities, unprotected areas, overlap areas, and mutual aid areas. Exhibit D identifies each of the Parties' jurisdictional boundaries. It is preferred that maps also be produced in a GIS format.

2. **Principal Contacts:** Each Party to this OP agrees to maintain an up-to-date list of telephone numbers for principal emergency contacts.
3. **Available Resources for Incidents:** Each Party to this OP agrees to maintain an up-to-date list of available resources for incidents.
4. **Radio Frequencies:** Each Party to this OP agrees to maintain an up-to-date list of radio frequencies.

Each agency that is signatory to this OP is permitted to use each other's frequencies during the emergency activities or training to contact resources of the cooperators in conjunction with the communications plan for the incident. The communications plan may be a formal document, as in the case of an incident command team deployment or it may be an informal verbal agreement made on the ground by the Incident Commander(s) and/or Agency Representative. Use of frequencies is permitted in "narrowband" and VHF mode only. Federal Communications Commission procedures will be followed when operating radio(s) on any Party's frequency.

When multi-agency or a rapidly expanding incident occurs, the use of VFIRE frequencies for the tactical channel is mandatory to ensure common communications on the fire ground.

Weather warnings, emergency broadcasts, tactical changes etc. will be transmitted over the command frequency to all units on the scene.

Pre-identified incident communication protocols will be established and followed.

5. **Response Area Maps:** Each Party to this OP agrees to maintain an up-to-date map(s) of response areas in Exhibit D.
6. **Modification:** Modifications within the scope of this OP shall be made by mutual consent of the Parties, through the issuance of a written modification signed and dated by all Parties prior to any changes being performed. Any Party shall have the right to terminate their participation under this OP by providing a one year advance written notice to the other Parties.

7. **Annual Review:** This OP is reviewed annually by May 1st and revised, as needed.
8. **Duration of Operating Plan:** This OP is executed as of the date of last signature and remains in effect for 5 years from date of last signature, unless modified or superseded.

If the current Master Agreement is superseded by a new agreement, this OP may remain in effect to the extent that it does not conflict with provisions of the new agreement, but only until such time that all activities and conditions can be incorporated into a new OP.

9. **Previous Instruments Superseded:**

10. **Authorized Representatives:** By signature below, all signatories to this OP certify that the individuals listed in this document are authorized to act in their respective areas for matters related to this Operating Plan.

In witness whereof, the Parties hereto have executed this agreement as of the last date written below.

John Lee, Mayor
City of North Las Vegas

Date

Joseph Calhoun, Fire Chief
City of North Las Vegas Fire Department

Date

Attest:

Jackie Rodgers, City Clerk
City of North Las Vegas

Approved as to form:

Micaela Rustia Moore, City Attorney
City of North Las Vegas

Tyler Hecht, Fire Management Officer
Bureau of Land Management, Southern Nevada
District

Date

Exhibit A**EMERGENCY CONTACT PERSONNEL****Fire Protection District/Department**

Name	Title	Office	Cell	Fax
Joseph Calhoun	Fire Chief	702-633-1106	702-305-1885	
Justin Campbell	Deputy Chief	702-633-1103	702-726-1587	702-399-8730
Battalion 5	Battalion Chief(s)	702-633-1115	702-416-3238	
Battalion 15	Battalion Chief(s)	702-669-3318	702-234-5074	

Interagency Dispatch Center

Name	Title	Office	Cell	Fax
Gary Moberly	Center Manager	702-515-5305	702-358-1065	702-515-5310
Elgin Lim	Assistant Center Manager	702-515-5306	702-683-8427	702-646-1996

District

Name	Title	Office	Cell	Fax
Tyler Hecht	Fire Mgmt Officer	702-515-5131	702-715-6224	702-515-5075
Eric Ellison	Assistant Fire Mgmt Officer	702-515-5135	702-274-9474	7
Angelita Bullets	District Manager	702-515-5220	702-469-5754	702-515-5075

Exhibit B**Resources Available for Incidents:**

LOCATION	KIND	ICS TYPE	STAFFING	PERIOD
Red Rock Station	Engine 5343	Type 3	5	April-October <i>Responses will be delay outside of this period</i>
	Engine 5645	Type 6	4	
	Engine 5646	Type 6	4	
Red Rock Station	VVHC	Type 2 IA crew	20	May-October
Pahrump Station	Engine 5341	Type 3	5	May-October
Logandale Station	Engine 5342	3	4	May-October
North Las Vegas	Helicopter	3	9	May-September
Mesquite & Jean Airports	SEATs	3 & 4	Variable depending on fire activity	May- September

Exhibit C**RADIO FREQUENCIES**

Channel	Receive (RX)	RX Tone Guard	Transmit (TX)	TX Tone Guard
BLM Local	RX 173.0500	RX-CG 114.8	TX 173.7625	TX-CG 114.8
Hayford	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 110.9
Virgin	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 123.0
Xmas	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 131.8
Potosi	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 136.5
Wilson AZ	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 146.2
West Mtn	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 156.7
Split Ridge	RX 173.0500	RX-CG 114.8	TX 164.4750	TX-CG 167.9
Red Rock	RX 172.5250	RX-CG 114.8	TX 166.2375	TX-CG 114.8
FS Local	RX 169.8750	RX-CG 110.9	TX 169.8750	TX-CG 110.9
FS Angel	RX 169.8750	RX-CG 110.9	TX 170.4750	TX-CG 146.2
FS Charelston	RX 169.8750	RX-CG 110.9	TX 170.4750	TX-CG 156.7
FS Potosi	RX 169.8750	RX-CG 110.9	TX 170.4750	TX-CG 123.0
P A/G 23	RX 166.7625		TX 166.7625	
S A/G 08	RX 166.8750		TX 166.8750	
BLM SOA	RX 171.6750	RX-CG 114.8	TX 171.6750	TX-CG 114.8

Exhibit D

Map of Protection Areas and Boundaries



