ROSS Implementation Plan
Rocky Mountain Area

Bureau of Indian Affairs
(Southwest, Rocky Mountain, and Great Plains Regions)

Bureau of Land Management
(Colorado and Wyoming)

Fish and Wildlife Service
(Mountain/Prairie Region)

US Forest Service
(Rocky Mountain Region)

National Park Service
(Intermountain Region)

State Agencies
(Colorado, Wyoming, South Dakota, Nebraska, Kansas)

May 21, 2003

****** *Final* ******

Discussion:

This document serves as the implementation plan for the Resource Ordering and Status System for the Rocky Mountain Geographic Area. This plan provides specific direction for the coordination center and all associated dispatch centers under Rocky Mountain Area Coordination Center.

Training:

ROSS Administration training began in 2001 for the Rocky Mountain Area. Area dispatch personnel participated in this first phase of ROSS training. Instruction was given to dispatch personnel on establishing agency and dispatch hierarchy, inputting resources into the database, establishing locations of significance, establishing user profiles, and the basis for a disaster recovery plan. Upon completion of this training, dispatch personnel were directed to begin populating the ROSS database with their centers' resources.

Training Site	Training Dates	Number of Students
Delta, CO	Oct 9-11, 2001	11
Fort Collins, CO	Oct 23-25, 2001	12
Casper, WY	Nov 5-7, 2001	10
Fort Collins, CO	April 7-9, 2003	10

ROSS Dispatch training began in 2002 for the Rocky Mountain Area. Three training sessions were completed before unusually high fire activity caused the last two sessions to be postponed. Training commenced in December 2002 to complete the two sessions that were earlier postponed, plus six additional sessions were scheduled to meet the training demands. Approximately 170 students within the Rocky Mountain Area have been trained by implementation date. About 15 students took the Dispatch portion of training as a refresher. The current scheduled sessions are posted on the ROSS website, under the Training/Implementation Plan link.

Training Site	Training Dates	Number of Students
Fort Collins, CO *	May 20-24, 2002	16
Grand Junction, CO *	May 6-10, 2002	20
Alamosa, CO	June 3-7, 2002	18
Fort Collins, CO	December 16-20, 2003	16
Cheyenne, WY	January 6-10, 2003	18
Custer, SD	January 27-31, 2003	12
Durango, CO	February 3-7, 2003	18
Pueblo, CO	February 18-21, 2003	13
Grand Junction, CO	March 10-14, 2003	20
Lakewood, CO	March 31 - April 4, 2003	16
Rapid City, SD	May 5-9, 2003	16

* Some students left these classes early due to fire activity. Most attended another training.

Additional ROSS training may be offered at a future date, on an "as needed" basis. This will be determined by the availability of a training facility, the needs of prospective students and the availability of instructors. Dispatch centers may need to do some on-the-job training for employees when formal training is not readily available. There are various training "streaming videos" available from the ROSS website (Presentations) to be used for specific training purposes.

NWCG/Agency Direction:

The National Wildfire Coordinating Group issued a document, dated January 6, 2003, to all Federal agencies directing implementation of ROSS. Each agency (USFS, BLM, NPS, BIA, FWS, and NASF) either has issued, or will soon be issuing, agency direction for implementation. These documents can be found on the ROSS website under the "Download Application" link. As a follow-up to these directions, each administrative organization within the Rocky Mountain Area (USFS Rocky Mountain Region, Colorado BLM, Intermountain Region NPS, etc.) will issue their own direction for Geographic Area implementation once a firm implementation date has been agreed upon by the dispatch centers within the RMA.

Implementation:

Nationally, each geographic area will decide when they are ready to implement ROSS. This decision is primarily based on the amount of training completed, ROSS version 1.2.5 in production, and the level of preparedness of the dispatch centers as a whole. It is important not to implement before ROSS version 1.2.5 is in production, due to the way that incident numbering is handled, the function of Rosters, increase application performance, additional reports, and significant bug fixes with the new version.

Most geographic areas are aggressively conducting training and moving toward an implementation date of June 2003. For those geographic areas that do not implement at this time, the National Interagency Coordination Center or the geographic area coordination center will be the translation point between ROSS and the paper system.

It is important for all dispatch centers within a single geographic area to implement at the same time, due to the function of Rosters and Selection Areas. If one or more dispatch centers within a geographic area does not implement with the other centers, this places the workload for a non-participating dispatch center on the geographic area coordination center. Essentially, one or more individuals at the geographic area coordination center would have to act as the non-participating dispatch center to translate between the paper system and ROSS. This is compounded by each dispatch center that does not implement within a geographic area.

All dispatch centers within the Rocky Mountain Area have agreed that they will be able to implement ROSS no later than June 10, 2003. The exception to this is with tactical aircraft. It is up to each dispatch center as to whether or not they want to track tactical aircraft in ROSS for the 2003 fire season.

All dispatch centers within the Rocky Mountain Area will use ROSS for all major incidents (Type 1 thru Type 3). Since ROSS is not an initial attack system, it is up to each dispatch center if they want to use ROSS for small local incidents (Type 4 and smaller), since these incidents typically involve only local resources for short durations.

All incidents that initiate before the scheduled implementation date will use the legacy paper resource order system. If a pre-implementation incident is still active when implementation occurs, the incident will continue to use the paper resource order system until it is closed. An incident will not convert over to ROSS if it was initiated in the legacy paper system and implementation occurs during the incident.

If it becomes necessary, a decision may be made to resort back to the legacy paper system of resource ordering. The decision will be based on at least one of the following factors:

1. The ROSS application cannot support the resource ordering needs of the Rocky Mountain Area based on the lack of functionally of ROSS, and <u>NOT</u> on personal preference to the paper system, or

2. Local dispatch units cannot acquire enough qualified support dispatchers that have been trained in ROSS to keep up with the electronic system.

This may be an "all-or-none" decision for the entire geographic area, based on the nature of the issue. Either all dispatch centers continue to use ROSS or all dispatch centers resort back to the paper resource ordering system.

Travel Procedures:

For purposes of showing travel for resources within ROSS, the following procedures will be used:

- For movement of resources within a dispatch area boundary, dispatch centers can use either "Set at Incident" or "Set ETD/ETA" with a mode of travel.
- For movement of resources across a dispatch area boundary or outside the Rocky Mountain Area, dispatch centers can use either "Set ETD/ETA" with a mode of travel or set "Travel to be Arranged" and prepare a travel itinerary from the Travel screen. The use of Travel Plan is optional.

The use of .mobs via the DMS email system will be optional by dispatch centers within the Rocky Mountain Area. For those geographic areas that are not using ROSS, we may see their travel information come to us through the traditional DMS .mob channels when a resource from one of those geographic areas comes into the Rocky Mountain Area.

Statusing:

ROSS will be the system of record for resource status. All resources (Aircraft, Overhead, Equipment, and Crews) will be statused by implementation date. It is up to each dispatch center to advise overhead resources on self-statusing using the web-based status process. Dispatch centers can establish their own procedure on updating status (ie., resetting resource status back to "Unavailable" once a week, etc). Overhead resources need to be aware that ROSS does not status by individual overhead positions. If there is a need for statusing by individual positions, this will have to be handled outside of the ROSS application. A future version of ROSS may address this issue.

Statusing of geographic area-wide exclusive use tactical aircraft will be done by the Rocky Mountain Area Coordination Center aircraft dispatcher on duty, regardless of the location of the aircraft within the Rocky Mountain Area. CWN aircraft will not be statused in ROSS. All CWN aircraft will be filled as an external resource.

Statusing of any rostered overhead needs to be shown as "Available – Local", although their team/group may be dispatched out of the geographic area. Any team member that statuses themselves as available to the geographic area or nationally may be misunderstood as being available as a single resource and dispatched as such. A future version of ROSS may deal with the statusing of rostered overhead.

Selection Area Rules:

Selection Area privileges were established in February 2003 at a dispatch workshop in Lakewood, CO. This includes all neighborhood ordering across geographic area boundaries. Future selection area privileges will be established by the Rocky Mountain Area Coordination Center. Once ROSS version 1.2.6 is in place, all cross-geographic area boundary selection area privileges will need to be established by NICC.

ROSS Administrator profiles:

Each dispatch center must have an administrator profile. ROSS administrative privileges must be under each dispatch centers "Admin" profile for the purpose of establishing Organizations. A ROSS user may have admin privileges, but should not establish Organizations from their personal profile. In the same manner, the administrator profile cannot have dispatch privileges. This is to keep in line with NWCG guidelines governing the non-use of generic profiles for dispatch purposes.

Disaster Recovery Plan:

Each dispatch center was given a template for their disaster recovery plan during the ROSS admin training. Once competed, a copy of each dispatch centers plan will be sent to RMACC. The coordination center will collect these plans and put them into booklets and disseminate them to all dispatch centers within the Rocky Mountain Area. Each dispatch center should have their plan completed before implementation date.

Change Management Board:

All recommendations for changes to the ROSS program must be submitted through proper channels. This includes a thorough write-up of the proposed change and why the change is being recommended. Once complete, this document must be submitted to RMACC (cormc@dms.nwcg.gov), where it will be further forwarded on to the Change Management Board. The board will determine the significance of the proposed change and, if agreed upon by the board, will be given a priority rating and submitted to the contractor for implementation.

Timeline, 2003:

January, 2003
- Dispatch Training in Custer, SD, January 27-31, 2003
- Begin RMA scenario development, scheduled for March 24-28, 2003

February, 2003
- Dispatch Training in Durango, CO, February 3-7, 2003
- Dispatch Training in Pueblo, CO, February 17-21, 2003
- Review RMA implementation plan at dispatch workshop, February 25-27, 2003
- Continue RMA scenario development, scheduled for March 24-28, 2003

March, 2003
- Dispatch Training in Grand Junction, CO March 10-14, 2003
- RMA scenario, March 24-28, 2003, 0900-1545 M-F
- Disaster Recovery Plan review for all dispatch centers

April, 2003
- Dispatch Training in Lakewood, CO March 31-April 4, 2003
- ROSS Administration training in Fort Collins, CO   April 7-9, 2003

May, 2003
- Dispatch Training in Rapid City, SD May 5-9, 2003
- RMA scenario, May 14-16, 2003, 0900-1600 W-F

June, 2003
- Full implementation by all dispatch centers and RMACC.
- Geographic Area support for dispatch centers by a RMA ROSS support team. Continue through 2003 fire season as needed.