

CHARTER

National Incident Commander/Area Commander Council NIFC National Multi-Agency Coordinating Group

(This Charter will be re-visited once the NIMO Coordinator and the first two NIMO IMTs have been established.)

I. BACKGROUND

The National Multi-Agency Coordinating Group (NMAC) has an on-going need to address incident related issues. NMAC has determined that this need can be supported by formalizing the Type 1 Incident Commanders/Area Commanders into a recognized group managed by NMAC.

II. NAME

By this charter, NMAC establishes and authorizes the National Incident Commander/Area Commander Council, hereinafter referred to as the NICACC.

III. MISSION

The mission of the National Incident Commander/Area Commander Council is to serve the NMAC as a body of resident experts, providing advice, and developing recommendations, processes, and procedures to improve Area Command and IMT operations.

IV. OBJECTIVES

The objectives of the NICACC are as follows, but not limited to:

- a. Serve as a standing advisory council of practicing experts to provide timely advice to NMAC on all incident management related issues.
- b. Identify, analyze, and develop recommendations, processes, and procedures to resolve incident management related issues as directed by NMAC.
- c. Serve NMAC as a formal source of advice and counsel on the validity and applicability of proposals from other formal groups that have a direct or indirect effect on incident management. Specifically, this council will need to coordinate with the National Wildfire Coordinating Group's Incident Operations Standards Working Team (NWCG IOSWT).

- d. Implement formalized standard operating procedures to ensure consistency and cost effective management for National Incident Management and Area Command Teams as directed by NMAC.
- e. Provide advice and counsel to develop direction on the use, capability and configuration of National Incident Management and Area Command Teams in their support of the National Response Plan (NRP) within direction and authorities of Primary and Support Agencies.
- f. NICACC will elevate issues, concerns and recommendations to NMAC through an assigned NMAC Liaison.

V. **ORGANIZATION**

The NICACC will be comprised of the current National Incident Commanders and Area Commanders as listed annually by the National Interagency Coordination Center. The Group may be further subdivided but will include at a minimum:

- One National Incident Commander from each Geographic Area
- One Area Commander
- The Chair and Vice Chair
- Up to three Type 2 Incident Commanders, all from different Geographic Areas to include a FUMT Incident Commander.

The National Type 1 Incident Commanders will select the Type 2 Incident Commanders for the NICACC.

VI. **NICACC AUTHORITIES AND RESPONSIBILITIES**

- a. NICACC Chair will normally communicate to NMAC through the established NMAC Liaison to NICACC
- b. The NICACC is a standing advisory council with authority to address issues provided by the NMAC Chair or the NMAC liaison to NICACC.
- c. NICACC will coordinate through NMAC for the chartering of subordinate groups and assigning work on an ad hoc basis to address specific issues identified by NMAC that may require additional expertise and/or in-depth analysis and review.
- d. NICACC may make recommendations for changes in interagency processes and procedures to NMAC. NICACC may assist NMAC in moving issues to NWCG or NFAEB as appropriate, and supporting those entities in issue resolution.

- e. NICACC will make contacts and coordinate with other working teams, such as the Incident Operations Working Team, as needed to fulfill its roles and responsibilities.
- f. NICACC will advise and make recommendations to NMAC on issues relating to area command and incident management.

VII. **NICACC CHAIR AUTHORITIES AND RESPONSIBILITIES**

- a. Schedule agenda items, convene meetings and conference calls, and advise membership of time and location.
- b. Establish, maintain, and distribute meeting agendas and minutes.
- c. Serve as the primary contact between NICACC and NMAC, and between NICACC and any subordinate groups.
- d. Ensure that communications between NICACC and other groups is documented, stored and made available to all NICACC members.

The NICACC chair will be elected by the NICACC membership at the National Incident Commander/Area Commander annual spring meeting and will serve a minimum of a one year term. The Chair will normally be succeeded by the Vice Chair but may be reelected to additional terms.

VIII. **NICACC VICE CHAIR AUTHORITY AND RESPONSIBILITY**

The Vice Chair will be elected by the NICACC membership at the National Incident Commander/Area Commander annual spring meeting, and serve a minimum of a one year term. The Vice Chair will assume the duties of the Chair in the absence of the Chair. The vice chair may also be reelected to additional terms.

IX. **MEETINGS and REPORTS**

- a. The NICACC will meet at least once annually. Conference calls will be conducted as needed.
- b. Each agency is responsible for funding their representative's travel to meetings.
- c. The NICACC will operate by consensus. Consensus decisions will be forwarded to the NMAC in written format that will include all recommendations. If consensus is unreachable, the Chair will present an issue paper to NMAC displaying the scope of the issue and alternative solutions that represent all viewpoints of the membership.

X. **APPROVAL**

/s/ Tory Henderson
USDA-FS Acting Assistant Director

/s/ Brian McManus
USFWS Chief, Wildland Fire Operations
Fire Management Branch

/s/ Lyle Carlile
BIA Fire Director

/s/ Tom Boatner
Chief, Division of Fire Operations
BLM Fire and Aviation

/s/ Mike Wallace
NPS Fire Director

/s/ Don Artley
NASF Fire Director

/s/ Mike Dougherty
USFA Wildland Fire Program Manager