

4. ROLES, FUNDING AND REVIEW

4.1 NPS ORGANIZATIONAL STRUCTURE, ROLES, AND RESPONSIBILITIES

The Organizational Chart for the Golden Gate National Recreation Area Division Resource & Visitor Protection, Branch of Fire Management outlines the current structure for this program (See Figure 20, GGNRA Fire Management Branch Organizational Chart).

The overall fire program responsibility rests with the Bay Area Network Fire Management Officer (Network FMO). The Network FMO oversees the daily operations and reports directly to the Chief Ranger. The Chief Ranger, in turn, reports to the Superintendent, who retains ultimate responsibility for all Park programs.

The Fire Ecologist plays a key role in the overall fire management program by overseeing long-term fire ecology planning for GGNRA and fire ecology strategies for the Bay Area Parks Network.

The Fire Communication and Education Specialist is stationed at PRNS and reports to the Chief of the Division of Interpretation and serves the Bay Area Parks Network.

The Fire Planner primarily serves GGNRA and PRNS, providing compliance guidance and documentation for fire-related projects. Both the Fire Ecologist and Fire Planner report to the Supervisory Plant Ecologist at PRNS in the Division of Resource Management.

4.1.1 GGNRA Positions

4.1.1.1 *Park Superintendent*

1. Ensures safe implementation of wildland fire management program at GGNRA.
2. Ensures program supports Service-wide initiatives.
3. Approves wildland fire management plan and updates, interagency agreements and operating plans, delegations of authority, prescribed burn plans, and management of wildland fire incidents, through daily updates of the WFSA.
4. Ensures compliance of Section 106 of NHPA, NEPA, NPS Organic Act and other relevant laws and policy.
5. Works to maintain Network relationships with PRNS and East Bay Parks.

4.1.1.2 *Chief Ranger*

1. Ensures safe implementation of wildland fire management program at GGNRA.

4.1.1.3 *Bay Area Network Fire Management Officer*

1. Sets goals and objectives for the wildland fire program, including staff supervision.

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2. Ensures GGNRA has the capability and skills to safely implement wildland fire programs as identified in the fire management plan.
3. Establish liaison with cooperating agencies, and coordinates and maintains cooperative agreements.
4. Monitors fire danger and recommends fire restrictions in concert with neighboring agencies.
5. Coordinates with PRNS and PINN staff on fire management actions and issues.
6. Monitors actions taken on wildland fires, and ensures proper and adequate documentation.
7. Approves Fire Report ensuring proper preparation and submission to WFMI.
8. Initiates taskbooks for wildland fire positions and certifies completion.
9. Formulates and directs the budget accountability program for preparedness, hazard fuels operations, emergency fire accounts and approves all FirePro expenditures.
10. Prepares WFSAs as needed.
11. Reviews all burns plans for prescribed fires.
12. Reviews procedures for off-unit dispatches of park personnel.

4.1.1.4 *Fire GIS*

1. Maintains Bay Area Network fire related GIS files.
2. Produces fire- and fuels-related GIS products.
3. Coordinates Network Resource Advisors.

4.1.1.5 *Senior Engine Captain*

1. Ensures personnel and equipment readiness and capability for safe initial response.
2. Ensures fire engines apparatus are maintained in a state of readiness.
3. Leads annual refresher training.
4. Leads GGNRA fire crews in daily readiness activities, including fire safety briefings.
5. Supervises temporary fire technicians.
6. Supervises Assistant Engine Captain.
7. Implements signing and fire prevention activities.
8. Provides recommendations to Network FMO when Step-up Plan needs activation.

4.1.1.6 *Assistant Engine Captain*

1. Acts as assistant to the Senior Engine Captain.
2. Supervises seasonal engine crew.
3. Oversees fire cache inventory.
4. Prepares prescribed burn plan components as requested.
5. Involved in all aspects of wildland fire suppression.
6. Implements signing and fire prevention activities.

4.1.2 **Shared / Consulting Network Positions**

4.1.2.1 *Fire Program Planner*

1. Research and prepare NEPA documents for fire management program projects, participate in planning meetings and site visits, input projects into PEPC, ensure compliance of fire management projects with the respective FMP NEPA documents, and shepherd projects through the review and approval process.
2. Presents projects to GGNRA NEPA and NHPA review committees and ensures project conformance with findings of these committees.
3. Oversees the annual review process for the FMP and the update of the five year fuels treatment plan.
4. Prepares documentation necessary for federal regulatory compliance for entities receiving federal funding through the National Fire Plan.
5. Represent NPS at FireSafe Council meetings.
6. Review and comment on project proposals prepared by others in the San Francisco Bay Network.
7. Oversees contracts and contractors preparing environmental work products for compliance projects.
8. Provide regulatory assistance to regional fire staff.

4.1.2.2 *Fuels/Prescribed Fire Specialist*

1. Prepares prescribed burn plans and fuel reduction plans and inputs information to PEPC for units in the SF Bay Area Network.
2. Provides input into five-year fuels treatment plans for SF Bay Area Network.
3. Implements prescribed burns as Burn Boss.
4. Coordinates prescribed fire and mechanical hazardous fuels reduction operations for the Bay Area Parks Network.
5. Serves as Incident Commander on wildland fires

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6. Manages National Fire Plan Operating and Reporting System (NFPORS) data entries for all Bay Area Parks.
7. Develops and prioritizes projects, submits projects for funding and prepares compliance documentation.
8. Serves as acting FMO and GGNRA Fire Duty Officer as needed.
9. Coordinates, prioritizes and schedules the work of the Bay Area Network Hazardous Fuels Reduction Crew within the SF Bay Area Network and elsewhere as requested.
10. Coordinates project planning in consultation with other park divisions where necessary for resource protection and continuity of operations.

4.1.2.3 *Fire Communication and Education Specialist*

1. Responsible for the development, coordination, and dissemination of internal and external communication of fire management program activities in the Bay Area Network.
2. Works with community stakeholders and various local, state, and federal agencies to provide fire communication and education for the Bay Area Parks and surrounding communities.
3. Supports fire management program activities at the regional and national levels through fire education and information.
4. Responsible for developing and managing partnerships and projects which expand fire education capacity in the Bay Area Network.
5. Serves as Public Information Officer for prescribed fire and wildland fire in the Bay Area Parks and elsewhere as requested.
6. Serves as an interdisciplinary team member to integrate fire management, resource protection, and public education.

4.1.2.4 *Fire Ecologist*

1. Manages and analyzes fire effects data.
2. Manages and refines monitoring program including the communication of measurable objectives, monitoring schedules, protocols and data analysis procedures. Writes the fire monitoring plan.
3. Hires, trains, and supervises fire effects monitors.
4. Assist with writing prescribed fire objectives and prescriptions for burning.
5. Provides expertise on the role of fire in ecosystems and advice on how fire can be used to accomplish management objectives.
6. Oversees long-term fire ecology planning for GGNRA, PRNS and other parks in the Bay Area Network.

7. Identifies research needs, solicits researchers, writes proposals, and applies for funding for research projects.
8. Serves as a liaison between fire managers and resource management at host and cluster parks.
9. Contributes to and reviews compliance and other management documents.

4.1.3 Shared Regional Positions

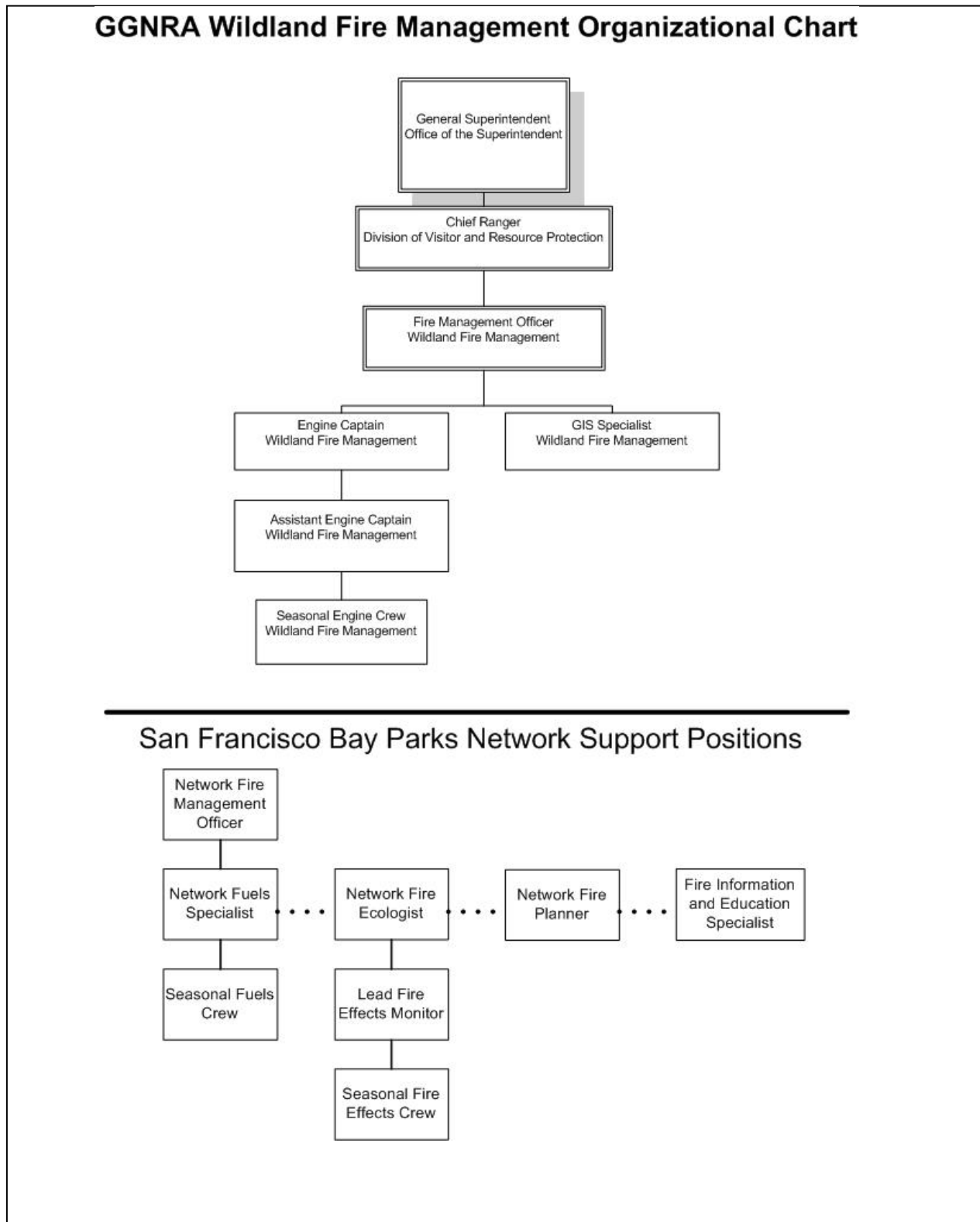
4.1.3.1 Lead Fire Effects Monitor

1. Leads the California Mediterranean Coast and San Francisco Bay Region fire effects monitoring program (PRNS, PINN, GGNRA, SAMO, CHIS, JOTR).
2. Collects scientific data on vegetation monitoring plots in order to determine the effectiveness in meeting prescribed fire objectives.
3. Hires, trains and supervises fire effects monitors.
4. Identifies plants to the species level in a variety of ecosystems.
5. Monitors fire weather and fire behavior during prescribed burns.
6. Manages fire effects database and ensures quality control.
7. Sets monitoring schedule and communicates schedule with host parks.
8. Collaborates with fire ecologist on planning and annual reporting documents.

4.1.3.2 Fire Effects Crew Members (biological science technicians)

1. Collect vegetation and fire effects monitoring data on monitoring plots.
2. Identify plants to the species level in a variety of ecosystems.
3. Enter data into databases.
4. Participate in wildland and prescribed fire operations.

Figure 20 – GGNRA Wildland Fire Management Organization Chart



4.2 FUNDING

The Fire Management Program Center (FMPC), National Interagency Fire Center, will issue an annual budget structure and allocation report to GGNRA. Allocated amounts will be entered in the Federal Finance System (FFS) at the allocation (ALCT) level by the FMPC for the following activities: Preparedness, Burned Area Rehabilitation, Hazardous Fuels Reduction, Wildland Urban Interface, and Rural Fire Assistance. GGNRA will stay within the line item spending authority for each activity until additional funding is requested and approved.

The WASO Budget Office covers Emergency Suppression, Wildland Fire Use and Emergency Stabilization obligations and expenditures at the regional allotment (ALOT) level at year-end. Expenditures in the Emergency Suppression and the Burned Area Rehabilitation Activities are be tracked through unique project accounts using the Fire Code guidelines.

The Fire Program Analysis System (FPA) will replace the existing NPS FIREPRO planning and budgeting program in the next few years. FPA will also replace the fire planning and budgeting systems in use by four other federal land management agencies.

4.3 INTERAGENCY COOPERATION AND CONTACTS

Table 12 – Contacts			
INTRA-AGENCY CONTACTS			
Bay Area Network/Point Reyes National Seashore	FMO Roger Wong 900	415-464-5232	[email address]
John Muir and Eugene O'Neill National Historic Sites	Deputy Supt Rick Smith	925-943-1531 x. 122	[email address]
Pacific West Regional FMO	FMO Sue Husari	510-817-1371	[email address]
INTER-AGENCY CONTACTS			
Marin County FD	Chief Ken Massucco 1500	415-499-6717	[email address]
Southern Marin Fire Department	Acting Chief Denis Walsh	(415) 388-8182	[email address]
Muir Beach Volunteer Fire Department	Chief John Sward 600	415-254-3479	[email address]
Stinson Beach Fire District	Chief Kenny Stevens 800	415-868-0622	unknown

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Inverness Public Utilities District	Chief Jim Fox	415-669-7151	[email address]
Bolinas FD	Chief Anita Brown 200	415-868-1566	[email address]
Nicasio Volunteer FD	Chief Joe Runyon	415-662-2201	[email address]
Marin Municipal Water District	Mike Swezy, Resource Specialist	415-945-1190	[email address]
Marin Open Space District	Brian Sanford Supervising Ranger	415-499-7473	[email address]
Mendocino NF	FMO Dave Sinclair	530-934-7734	[email address]
Northern California Coordination Center	Ed Duncan, DOI Coordinator	530-226-9710	[email address]
California Department of Forestry (Cal Fire) – San Mateo – Santa Cruz Unit	Unit Chief John Ferreira	831-335-5355	[email address]
Cal Fire CZU Felton ECC	Capt. Art Smith	831-335-6749	[email address]
National Weather Service Forecast Office, San Francisco-Monterey Bay.	Ryan Walburn, Fire Weather Forecaster	831-656-1710	[email address]
Bay Area Air Quality Management District	Doug Tolar, Enforcement and Compliance	415-749-5118	[email address]

4.4 INTERAGENCY AGREEMENTS

Table 13 – Interagency Agreements		
FIRE DEPARTMENT OR DISTRICT	AGREEMENT	DATE
Marin County Fire Department	in progress	
Cal Fire Santa Cruz/San Mateo Operational Unit	in progress	
Southern Marin Fire Department	in progress	

4.5 RECORDS AND REPORTS

Table 14 – Records and Reports			
FORM/REPORT	RESPONSIBLE PARTY	DISTRIBUTION	FREQUENCY
DI-1202 Fire Report	NPS Superintendent	Copy (1202 only) to Archives (SACS) within 10 work-days;	Per Incident
Interagency Fire Qualification Form and Card (IQCS card)	Fire Program Assistant Signed by FMO	Affected Personnel	Annually
Fire Weather/Indices (daily; see dates in Section 3.3.2.2)	Engine Foreman/Fire Program Assistant	Staffing levels (BI) to Law Enforcement Rangers and Dispatch	Daily
Daily Cost Accounting	IC/Burn Boss	As agreed	Schedule to be determined
WFSA	Park Superintendent	Agency-specific	Per Incident

4.6. ANNUAL REVIEW OF THE FIVE YEAR FUELS TREATMENT PLAN AND FMP

Annual Review Process of the Operational FMP and Five Year Fuels Treatment Plan (per PWR requirements.)

[The Five Year Fuels Treatment Plan will be developed in 2008 and added for the 2009 FMP update.]

1. Summarize the previous year's actions:

- Wildland fires, prescribed burns, mechanical fuel reduction projects,
- Education and information programs for the public,
- New or renewed agreements with other fire or land management agencies,
- Personnel information (number of positions, network location)

2. Assess Progress.

- Did we achieve what was anticipated in the five year fuels treatment plan?
- If the plan was not implemented as proposed, what were the budget or staffing challenges that kept you from being able to manage effectively?
- Are there unforeseen circumstances that came up which were limited by the program's goals, objectives or mitigations that should be considered for inclusion in the over all strategy to better meet goals and objectives?

3. Update FMP and Five Year Fuels Treatment plan.

- Is new background information available to the park that is relevant to fire management planning (i.e., data gathering, annual fire ecology report findings)? Are there changes to methodologies or procedures that should be incorporated into the FMP (i.e., modeling or analyses, of risk, ecological modeling, or new management policies)?
- Were there “lessons learned” from the past season that are important to note?
- Are there research or field observation results that indicate strategy should be modified?
- Were there outside (non-fire management) disturbance(s) (e.g., volcanic, windstorm, flood) that did or will affect the implementation of the FMP or five year fuels treatment plan?
- Are there modifications to the FMP or the five year fuels treatment plan to suggest? Do any of the issues reviewed support continuation, refinement, or reconsideration of the plan as written.
- Are there changes in DO-18 and RM-18 or other policy documents that require changes to the FMP or five year fuels treatment plan?

4. Identify Issues Raised.

In implementing the FMP, were issues of concern raised by park staff, staff of other agencies, or the public? How were issues resolved? If not yet resolved, how does the review team propose solving these issues?

5. Assess Conformance with NEPA and other Federal Regulations.

- Are there changes in the affected environment of GGNRA or Northern Lands GGNRA that could result in significant effects to the environment (i.e., change in species listing under the ESA, CNPS, etc., new cultural resources identified, change in air pollution emissions status for the air basin, change in water quality status, new water quality projects completed)?
- Were there projects or parts of projects that appear to be out of sync with the range of actions assessed in the FEIS?
- Were there impacts that differed from those anticipated by the EIS assessment?
- Was the NEPA documentation adequate to address the actions undertaken during the past season?
- Does the updated FMP or five year fuels treatment plan include actions that do not conform to the scope of the assessment in the EIS?
- Are modifications needed to the NEPA record to retain the program in conformance?

Determine the needs for further compliance and let the regional fire and compliance office know your intentions.

6. Proposed Changes to the Five Year Fuels Treatment Plan and FMP.

- Use the current version of the Regional Environmental Screening Form to determine if any proposed changes to the FMP need further compliance.
- Initiate changes to the plan using NEPA process if needed, if not, make the changes, and in either scenario send new version to the National Office and to Regional Office.

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