

# **JEFFERSON COUNTY WILDLAND FIRE MANAGEMENT AGREEMENT**

Between

Jefferson County Sheriff's Office

and

Jefferson County Fire Protection

Districts/Departments

and

Jeffcom

**2024**

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## SIGNATURES

**THIS WILDLAND FIRE MANAGEMENT AGREEMENT IS AGREED UPON THIS DATE BY:**

\_\_\_\_\_  
Sheriff, Jefferson County

Date \_\_\_\_\_

\_\_\_\_\_  
Chief, Fire District/Department

Date \_\_\_\_\_

\_\_\_\_\_  
City, Town or Fire District

Date \_\_\_\_\_

## AUTHORITIES

### **C.R.S. 30-10-512 Sheriff to act as fire warden,**

Subject to the provisions of the community wildfire protection plan prepared by the county in accordance with section 30-15-401.7, the sheriff of every county, in addition to other duties, shall act as fire warden of his or her respective county and is responsible for the coordination of fire suppression efforts in case of prairie, forest, or wildland fires or wildfires occurring in the unincorporated area of the county outside the boundaries of a fire protection district or that exceed the capabilities of the fire protection district to control or extinguish.

### **C.R.S. 30-10-513. Duties of sheriff - coordination of fire suppression efforts for forest, prairie, or wildland fire – expenses,**

(1) (a) Subject to the provisions of the community wildfire protection plan prepared by the county in accordance with section 30-15-401.7, it is the duty of the sheriff to assume the responsibility for coordinating fire suppression efforts in case of any prairie, forest, or wildland fire or wildfire occurring in the unincorporated area of the county outside the boundaries of a fire protection district or that exceed the capabilities of the fire protection district to control or extinguish.

(b) In the case of a prairie, forest, or wildland fire occurring within the boundaries of one or more fire protection districts that does not exceed the capabilities of the fire protection district to control or extinguish, the sheriff may assist the chief of the fire protection district in controlling or extinguishing such fire, and, in connection with such assistance, the sheriff may solicit such additional assistance from such persons as the sheriff and the fire chief deem necessary. The sheriff may assume command of such incidents with the concurrence of the fire chief.

(c) In the case of a prairie, forest, or wildland fire that exceeds the capabilities of the fire protection district to control or extinguish and that requires mutual aid and outside resources, the sheriff shall appoint a local incident management team to provide the command and control infrastructure required to manage the fire. The sheriff shall assume financial responsibility for firefighting efforts on behalf of the county and the authority for the ordering and monitoring of resources.

(d) When a wildfire exceeds the capability of the county to control or extinguish, the sheriff shall be responsible for seeking the assistance of the state by requesting assistance from the Division of Fire Prevention and Control (DFPC) in the Department of Public Safety. The sheriff and the director of DFPC shall enter into an agreement concerning the transfer of authority and responsibility for fire suppression and the retention of responsibilities under a unified command structure.

(2) The director of the DFPC may assume any duty or responsibility given to the sheriff under this section with the concurrence of the sheriff.

(3) The Board of County Commissioners (BoCC) of any county may allow the sheriff, undersheriffs, deputies, municipal or county fire departments, fire protection districts, fire authorities, and such other persons as may be called upon to assist in controlling or extinguishing a prairie, forest, or wildland fire such compensation and reimbursement for other expenses necessarily incurred as the board deems just.

(4) The BoCC of any county in the state may make such appropriation as it may deem proper for the purpose of controlling fires in its county. The BoCC is authorized to levy a special tax subject to approval of the voters upon every dollar of valuation of assessment of the taxable property

within the county for the purpose of creating a fund that shall be appropriated, after consultation with representatives of fire departments, fire protection districts, and fire authorities in the county, to prevent, control, or extinguish such fires anywhere in the county and to fix the rate of levy.

The Jefferson County Sheriff hereby develops and adopts the following Wildland Fire Management Agreement in cooperation with the following participants:

- |  |  |
|--|--|
| <b>Arvada Fire Protection District</b>     | <b>Golden Gate Fire Protection District</b>  |
| <b>Coal Creek Fire Protection District</b> | <b>Indian Hills Fire Protection District</b> |
| <b>Elk Creek Fire Protection District</b>  | <b>Inter-Canyon Fire Protection District</b> |
| <b>Evergreen Fire Protection District</b>  | <b>North Fork Fire Protection District</b>   |
| <b>Fairmont Fire Protection District</b>   | <b>Pleasant View Fire Department</b>         |
| <b>Foothills Fire Protection District</b>  | <b>South Metro Fire Protection District</b>  |
| <b>Genesee Fire Protection District</b>    | <b>West Metro Fire Protection District</b>   |
| <b>Golden Fire Department</b>              | <b>Westminster Fire Department</b>           |

## PURPOSE

This Wildland Fire Management Agreement (WFMA) sets forth standard operating procedures, agreed processes, and responsibilities to implement cooperative wildfire protection on all non-federal lands within Jefferson County, Colorado. The WFMA is intended to clarify the roles and responsibilities between the County Sheriff and the Fire Departments/Districts within Jefferson County as it relates to incident response and wildland fire operations. The WFMA also refers to the process for transfer of command between local, county, and state agencies. Details of this process are found within the Jefferson County Fire Operating Plan (JCFOP). No part of the WFMA supersedes the JCFOP and the JCFOP should be referred to for details of any interaction between Jefferson County and the State of Colorado.

## PERIOD OF PERFORMANCE

This agreement shall be effective and in effect for five years beginning from the last signature unless extended and agreed upon by all signatory parties.

## RESPONSIBILITIES and DEFINITIONS

### Fire Management Responsibilities

Fire protection within Jefferson County is provided by multiple fire departments/districts, the Jefferson County Sheriff's Office, and the US Forest Service (USFS). The USFS, Colorado Division of Fire Prevention and Control (DFPC) and the Jefferson County Sheriff's Office

(JCSO) utilize the JCFOP to establish agreed upon standard operating guidelines and responsibilities to implement cooperative fire protection between County/State/Federal jurisdictions. The WFMA establishes standard operating guidelines and responsibilities between Local and County-jurisdictions.

## Definitions

### **Jefferson County Sheriff's Office (JCSO)**

As defined by Colorado Revised Statutes, the Sheriff is the fire warden of the county and is responsible for coordinating fire suppression efforts in the case of any wildfire occurring in the unincorporated areas of the county outside the boundaries of a fire protection district, or that exceed the capabilities of the fire protection district to control or extinguish. The Jefferson County Emergency Services Section (JCESS), Fire Management Office is the designated Sheriff's Office representative and liaison for wildfire matters.

### **Fire Protection Districts (FPD's)**

The FPD is responsible for the initial response and management of wildfires that occur within the boundaries of the District and that are within the capability of the Fire District to control or extinguish. The FPD is responsible for providing current response area boundaries to Jeffcom who will disseminate changes per their policy.

### **Municipal Fire Departments/City Fire Departments**

The Municipal/City Fire Department is responsible for the management of wildfires that occur within the boundaries of the city and that are within the capability of the Municipal/City Fire Department to control or extinguish. The Municipal//City Fire Department is responsible for providing current response area boundaries to Jeffcom who will disseminate changes per their policy.

### **Jeffcom911 (Jeffcom)**

Formed as a consolidation of nine 9-1-1 centers in Jefferson and Clear Creek Counties, Jeffcom dispatches for 30 police, fire, and emergency medical agencies. Jeffcom serves as the dispatch center for all fire districts within Jefferson and Clear Creek Counties and facilitates the notification of wildland fire incidents, initial attack resource response and public notifications. The one exception for Jefferson County is that the Coal Creek Fire Protection District is dispatched through Boulder County Communications (Boulder County Sheriff's Office) for all fire related incidents.

**Boundary Map** See Appendix A

**Contact List** See Appendix B

### **Colorado Division of Fire Prevention and Control (DFPC)**

DFPC will, upon request, assist Jefferson County with operational and fiscal management of wildfires in the county. The DFPC Regional Battalion Chief will provide liaison and complexity analysis support, as well as Incident Qualification System (IQS) and dispatch support for interagency resource ordering.

### **United States Forest Service (USFS)**

The USFS is responsible for all management activities on National Forest System lands. All parties to this agreement are aware that standard operating guidelines and responsibilities to

implement cooperative fire protection on all federal lands are identified within the Jefferson County JCFOP.

## GENERAL ADMINISTRATIVE ISSUES

### Annual Updating of Plans

The partners of this agreement should review this document annually. Proposed modifications should be submitted to JCESS by January of each year. JCESS will update and distribute copies of this plan to each of the partners in this agreement for review and, if required, signature.

### Resolution of Disputes Procedure

Any and all disputes will be resolved by a meeting of the participating agencies involved in the dispute. When a participating agency for this plan has a dispute, that agency should notify JCESS, in writing, of the specific concerns involved in the dispute. JCESS will then schedule a meeting of the agencies involved in the dispute to determine an appropriate resolution.

At the request of any signatory to the WFMA, a disinterested mediator, acceptable to all parties, shall be obtained for resolution of a dispute.

### Termination and Withdrawal

Any party may withdraw from this Agreement by providing written notice to the remaining parties at least thirty days prior to withdrawal.

### Fire Investigations

For all fires that start within a FPD, the FPD and that jurisdiction's Law Enforcement agency are jointly responsible for conducting an investigation into the cause of the fire.

## WILDFIRE PREPAREDNESS

### Wildland Fire Training

Each participating agency shall be responsible for the training of its own personnel. Participating agencies should advise each other of planned training sessions and issue invitations to participate when appropriate. Safety of personnel involved in incidents is critical. Therefore, it is advised that all personnel who may be involved in wildland fire suppression receive training in the accepted standard wildland curriculum including:

**Basic Firefighter Training:** Introduction to ICS (ICS-100), Human Factors in the Wildland Fire Service (L-180), Firefighter Training (S-130), Introduction to Wildland Fire Behavior (S-190), NIMS: An Introduction (IS700), Annual Fireline Safety Refresher (RT-130). (NWCG PMS 310-1)

Successful completion of these courses plus an annual physical fitness test (WCT-A) is the nationally accepted standard for personnel to be qualified as a Fire Fighter Type 2 (FFT2) under the National Incident Management System (PMS 310-1). NWCG certification is only required for those who wish to deploy to interagency wildfires outside of Jefferson County, or



those desiring to work upon federal fires, regardless of jurisdiction, beyond the mutual aid period.

Each agency will be responsible for providing personal protective equipment for their personnel to include fire resistant clothing, a hard hat with eye protection, gloves and fire shelter. However, participating agencies may assist by providing specified equipment needed for an individual incident upon request.

## WILDLAND FIRE SUPPRESSION

### Incident Command System

The National Incident Management System (NIMS) framework and Incident Command System (ICS) principles will be utilized on all wildfires within Jefferson County.

If a wildland fire crosses or threatens jurisdictional boundaries and becomes a multi-agency fire, the responsible jurisdiction may request a Unified (shared) Command structure for any wildland fire situation. A Unified Command will be made up of representatives from the participating agencies involved in the incident. The purpose of a Unified Command will be to meet as a group and identify policies, objectives and strategy, resulting in one common set of objectives. The Unified Command shall coordinate the release of all information to agencies and the media.

### Notification of Fires

The agency responsible for wildland fire management must be notified of fires on or threatening lands within their jurisdiction as soon as the location has been determined by the arrival of initial attack forces.

The designated dispatch centers responsible for dispatching fire management resources in Jefferson County are:

- JEFFCOM 911
- Pueblo Interagency Dispatch Center (USFS)
- Fort Collins Interagency Dispatch Center (USFS)

The jurisdictional dispatch center will immediately notify or dispatch the appropriate agency to respond to wildland fires. All cooperating dispatch centers agree to notify JEFFCOM 911 of wildland fire activity in their jurisdictions.

## Wildland Fire Response

Jeffcom 911 shall:

Upon receiving notice of a wildland fire in Jefferson County, notify the fire department within whose jurisdictional boundaries the wildland fire is burning. Jeffcom will dispatch necessary initial attack forces available within the County to suppress the wildland fire. JEFFCOM 911 will notify Jefferson County Sheriff's Office of all wildland fires in Jefferson County, regardless of jurisdiction.

Notify Jefferson County Emergency Services Section (JCESS) to respond to the scene of any wildland fire within Jefferson County's jurisdiction that requires a response from

multiple fire departments to control or extinguish the wildland fire. Upon arrival, JCESS will evaluate the situation and determine a course of action, which may include:

Providing fire management and/or resource assistance to the agency within whose jurisdiction the incident occurs and facilitating financial responsibility for suppression costs;

Facilitate establishing a command structure for the wildland fire and negotiating, among the parties involved in the incident and outside agencies, responsibility for any additional costs likely to be incurred if requested;

Determination if the fire exceeds the capability of the Fire Department/District and if so, begin conversations for County assumption of control. If the County takes responsibility for the incident then transfer of command to the JCSO shall include a Delegation of Authority from the Authority Having Jurisdiction (AHJ);  
Seek State and Federal assistance for fire suppression resources and payment of suppression costs, as appropriate. Comply with all other contractual agreements it may have with other governmental agencies per the JCFOP;

Notify the State as soon as practical of the existence of uncontrolled wildland fire within the county.

The delegation does not absolve the authority having jurisdiction from any legally owed responsibility. The delegation provides another agency or individual, the authority and power to act on behalf of the agency delegating the authority. It also lists the parameters of the delegated authority.

The Fire District/Departments shall:

Respond to all reports of wildland fires within their jurisdictional boundaries and suppress all undesirable/illegal wildland fires.

Assist other Fire Districts with wildland fire suppression within Jefferson County pursuant to the Jefferson County Mutual Aid Agreement for those incidents beyond ordinary and routine circumstances. Fire Protection Districts are expected to maintain their emergency response equipment and personnel such that it has the capacity to respond to ordinary and routine emergencies within their jurisdictional response area without requesting mutual aid assistance. Fire Districts retain the authority to be excused from assisting other Fire Districts as defined in the Intergovernmental Agreement for Mutual Aid Between Fire Departments, signed 2008.

If the Chief of the FPD or their designee desires to transfer management of a wildfire to the Sheriff or Sheriff's representative, it is the responsibility of the Chief of the FPD or their designee to request assistance from the JCESS.

Mutual Aid Period

Jefferson County and County FPDs have executed a Mutual Aid Agreement that establishes a non-reimbursable twelve-hour period of time when assistance is provided between Fire

Districts or between Fire Districts and Jefferson County. When agencies assist each other, they have agreed to be responsible for the costs of their own personnel and equipment for the first twelve hours from the time the equipment is dispatched.

Unless a Fire Protection District lies on the County boundary or crosses over the County line, any resources requested from outside the County will be considered outside the twelve hour mutual aid period. Resources that come from outside Jefferson County, but from within a fire district that has jurisdiction in Jefferson County, will be covered by the Mutual Aid Agreement.

#### Federal Response Zones between US Forest Service and Jefferson County

Refer to Jefferson County Fire Operating Plan.

Upon receiving a report of a fire near or in a Federal Response Zone, the agency first receiving the report shall immediately notify the other cooperating agencies and JCESS.

#### Special Management Considerations

Mechanized equipment such as bulldozers, graders, etc., are not permitted on federal or Denver Water Board, Denver Mtn Parks, Jeffco Open Space or State lands without the express approval of the agency with jurisdiction.

As a general rule, the use of aerial retardants is restricted within 300 feet of all waterways, unless the retardant is used for protection of human life and public safety.

#### Staging Areas

Staging areas are necessary for all complex or extended wildland fire incidents. Staging areas allow Strike Teams and Task Forces to be inventoried and assigned in an organized and efficient manner. The designation of a staging area should be performed by the IC or their designee as soon as additional resources are requested. The IC should notify dispatch as to the location of the staging area, assign a Staging Area Manager, and notify dispatch that all resources not given a direct line assignment should report to the staging area.

#### Other Agreements

It is the responsibility of all signatory agencies to this WFMA to make aware or provide copies of any agreements pertaining to wildland fire operations to the JCESS on an annual basis. This may include agreements that address water source access, land use agreements for staging areas or other agreements that would affect tactical operations on an incident. For agreements that are county wide in nature, the JCESS will provide copies to the affected Fire Protection District/Department.

#### Resource Ordering Process

Signing parties of this Plan agree to coordinate all requests for additional resources or supplies beyond mutual aid with the IC or designee. Any resource orders not coordinated with IC or designee will be the financial responsibility of the ordering agency.

Mutual Aid and/or Auto Aid from local government fire suppression resources within Jefferson County or from neighboring counties should be requested through the jurisdictional agency's dispatch center. Requests for State and Federal fire resources will be made only by the IC, or those authorized to do so.

All signing parties to this Plan agree to coordinate any State/Federal resource requests with JCESS, if they intend to seek financial assistance from Jefferson County. Incidents being managed and retained by the Fire District will order resources through their respective Dispatch Centers. Incidents managed by Jefferson County Sheriff's Office will order State/Federal resources through JEFFCOM 911, Jefferson County EOC, or Pueblo Interagency Dispatch (Aviation requests).

DFPC must be notified by any agency ordering State/Federal assets when the agency intends to seek Enhanced State Assistance (previously known as WERF) reimbursement assistance. The online notification form can be found on DFPC's website.

### Mutual Aid Requests from/to Other Counties

Jefferson County suppression resources may be requested by other fire agencies and/or other counties, outside of standard run card activation and first/second/etc alarm dispatching which determines the type and number of resources to be dispatched to an incident based on the complexity. Resource requests may be under short-term mutual aid or for-reimbursement longer-term circumstances. Agencies accepting out-of-county requests should confirm the circumstances, requirements and expectations of the requesting agency prior to accepting the request.

Resource orders from other counties may be placed directly to individual dispatch centers or to JCESS. Orders received by JCESS will be coordinated with dispatch centers.

County responsibility incidents will coordinate out-of-county resource orders through the Jefferson County Emergency Operations Center (EOC).

### Evacuation and Traffic Control

In unincorporated Jefferson County, the Sheriff's Office is the lead agency for evacuation and road closures. While the incident may be wildland fire related, Law Enforcement may request assistance of suppression resources in performing evacuations. Incident / Unified Commanders should weigh incident needs and allocate combined resources appropriately.

Law enforcement officials and their cooperators should provide traffic control during fire incidents. This will expedite the routing of vehicles and personnel to and from major fires and to exclude unauthorized personnel from the fire area.

Whenever practical, ICS should dictate the command structure for the incident and as such, one incident commander should be assigned responsibility but have the appropriate command staff representing fire operations, evacuations, planning, logistics, finance, etc (as dictated by incident complexity) operating at one established Incident Command Post (ICP) to ensure informed decision making and effective communication and coordination. Alternatively, a Unified Command structure may be established as needed with the jurisdictional law enforcement agency to ensure effective operational decision making and information dissemination.

### Communications Systems

Agencies should use currently agreed upon frequencies including the Jefferson County initial and extended attack plans. Initial Attack overhead shall utilize the appropriate 205 communication plan (north or south) for initial attack operations as the primary

communications channel to facilitate cross agency command communications. See Appendix C for the current 205 communication plan (reviewed and/or updated annually).

## AVIATION PROCEDURES

### Required Information for Ordering Initial Attack Aircraft

1. Fire name.
2. Fire location (Township/Range/Section or Latitude/Longitude and elevation).
3. Flame length.
4. Character of fire (running, spotting, torching, crowning).
5. Structures involved or threatened.
6. Wind direction and speed.
7. Hazards for aircraft in the area (such as power lines, snags, etc).
8. Ground contact name.
9. Notification to County FMO
10. Notification to DFPC Battalion Chief

### Temporary Flight Restrictions (TFR's)

If aircraft management issues pose a hazard for fire air operations, the IC or Aerial Supervisor may request an air space restriction/TFR. The Interagency Dispatch Centers will facilitate this request through the FAA.

### Flight Following/Frequency Management

Outside of the Federal Response Zone, flight following will be handled by JEFFCOM 911/JCESS and the receiving Fire District ground contact.

Flight following within the Federal Response Zone and over Federal lands will be handled by Interagency Dispatch. Interagency Dispatch will also manage flight following for all aircraft that have been ordered through their dispatch center, regardless of Federal land jurisdiction.

Air-to-Ground frequencies for aircraft ordered through Interagency Dispatch, and for any incident within the Federal Response Zone, will be issued by Interagency Dispatch.

### Call When Needed (CWN) Aircraft, Tactical and Support Aircraft.

When deemed necessary, Jefferson County and DFPC will implement an official request for pre-positioned air tankers or other specialized State or Federal aviation resources.

If a Fire District determines that current fire conditions warrant specialized resource preposition in their area, such as an air tanker, that agency should contact the Jefferson County Emergency Services Section to make that request. If multiple aircraft are ordered for an incident, the IC should request aerial supervision for those assets, such as Air Attack, Air Operations Branch Director, or Helicopter Coordinator.

## EMERGENCY OPERATIONS CENTER and POLICY GROUP

### Emergency Operations Center (EOC)

Jefferson County maintains an Emergency Operations Center that provides resource support to field command during an incident. Most incidents can be managed in the field, however, complex incidents may require additional support and coordination capability from the EOC. The EOC provides a vital link in coordinating complex incidents involving multiple governmental jurisdictions. The EOC will be activated at the appropriate level to support the complexity of the incident and the level of activation will be determined by the JCESS Emergency Manager.

The EOC is the central point of coordination and support to Incident Command in the field during a large- scale emergency or disaster. The capabilities of the EOC are supported by a mix of staff and volunteer members from governmental agencies across the county as well as subject matter experts.

The EOC Team assists in the coordination of logistics, resource management and mobilization, information sharing, policy and decision coordination, and situational awareness during incidents in the county. The EOC is built around five main functions (Management, Plans, Operations, Finance and Logistics) as needed. Emergency Support Functions (ESF's) will be activated as directed by the EOC Emergency Manager.

### Coordination between the Incident Command Post (ICP) and EOC

The ICP coordinates activities at the scene of the incident. The EOC acts in support of the ICP, multiple ICPs, or Unified Command (UC) during a large or complex incident. The EOC receives and fulfills requests for resources and information from the ICP or other agencies as needed. The EOC staff does not make tactical decisions for the ICP, these decisions are made by the staff at the ICP. The EOC must maintain broad situational awareness for the event and provide information to the ICP so that optimal decisions can be made at the policy level, operations level and the tactical level. The EOC coordinates with other EOCs that may be involved in the incident as well as Federal, State, Tribal and local partners. This allows the ICP to focus attention on the tactical and strategic requirements needed to suppress and/or mitigate the incident.

Coordination will occur between the ICP and EOC through the EOC Emergency Manager and the emergency support functions as necessary with their counterparts at the ICP as they exist. Depending upon the circumstances of the incident, the ICP may send a Liaison to the EOC to assist with coordination efforts between EOC and ICP.

The JCESS Emergency Manager has wide authority to establish and maintain a structure within the EOC that best meets the needs for assistance and resource management support for IC. In addition to supporting the IC/UC, another role of the EOC Manager is providing information to the AHJ via the Agency Administrator and/or the Policy Group.

### Policy Group

Complex, inter-jurisdictional incidents may require activation of the Policy Group, which consists of elected and appointed officials, as well as executives from the AHJ, mutual response agencies, affected local governments, districts, and infrastructure providers. The Board of County Commissioners (BoCC) leads this group on behalf of the County entities,

when the County is the AHJ. The AHJ Elected Official(s) maintain responsibility for the incident.

Other members of the County Policy Group include the Jefferson County Sheriff, Treasurer, Assessor, Clerk and Recorder, Coroner, and other elected officials. The County Manager and their succession line are also included in the Policy Group. At any time during an event, this group can expand to include additional agency administrators and elected officials appropriate for inclusion in decisions made relating to policy and fiscal needs for the incident. If a disaster occurs within an incorporated area of the County, the Policy Group works in a collaborative environment to coordinate declarations and community response. It is important to note that an incorporated area must declare a Local Disaster in order to receive reimbursement from the State or Federal government.

## FISCAL CONSIDERATIONS and TRANSFER OF COMMAND

### Incident Response Finance

The initial fire agency having jurisdiction is responsible for the initial cost of the incident. The Jefferson County Delegation of Authority will specify financial responsibility or apportionments for the incident by operational period as well as any financial constraints.

Expenditures are tracked from the onset of an incident. The proper ICS forms should be used at the ICP and at the EOC to track expenditures to optimize the full potential reimbursements from any applicable funding source.

County expenditures will be routed through the Jefferson County Finance Department. Receipts will be maintained for reimbursement and audit purposes. If a disaster is declared, Finance will pursue all potential sources for funding reimbursement. Wildland fires may qualify for funding assistance through the Enhanced State Assistance (ESA) (formally known as Wildfire Emergency Response Fund, WERF) and/or the Emergency Fire Fund (EFF), managed by DFPC.

It is important to recognize that both County and State damage thresholds must be met before Federal disaster assistance is available.

### State Emergency Fire Fund (EFF)

The Sheriff and BoCC annually participate in the State of Colorado Emergency Fire Fund (EFF). This fund allows participating counties to access funds from a cost-share principle for management of complex wildland fires. Only the Colorado DFPC can declare a wildland fire eligible for EFF dollars. A wildland fire can only be declared eligible after a request from Jefferson County is received through the Colorado DFPC. When a fire has been approved for EFF assistance, The Jefferson County Sheriff's Office transfers responsibility of the fire over to the State of Colorado. Jefferson County and the State of Colorado will then jointly enter into a Unified Command and/or appoint the IC or Incident Management Team.

After the fire has been controlled to the satisfaction of the Colorado DFPC and Jefferson County, supervision of the fire (Command) will be transferred back to Jefferson County. Jefferson County will relinquish incident responsibility to the agencies having jurisdiction once it is determined that is within the agency's capabilities.



## Delegation of Authority for Transfer of Incident Command

The transfer of management authority for actions during an incident is done through the execution of a written Delegation of Authority from the Fire District to the Sheriff and County and from the Sheriff and County to the IC of an Incident Management Team or another agency.

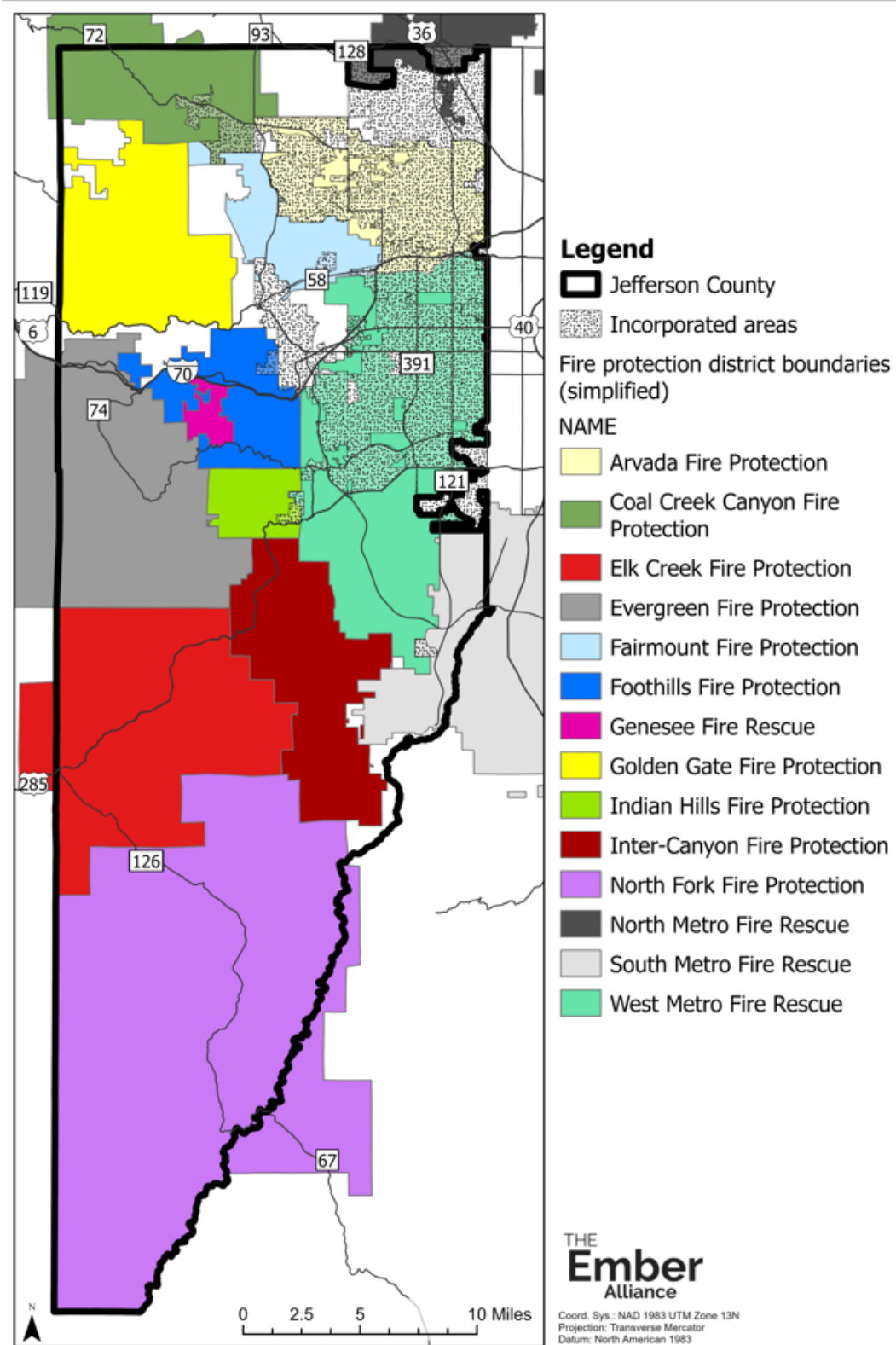
A Delegation of Authority should include the following:

Legal Authorities & Restrictions	Financial Authorities & Restrictions
Reporting Requirements	Demographic Overview & Potential Issues
Political Implications	Agency or Jurisdictional Priorities
Plan for Public Information Management	Process for Communications
Plan for Ongoing Incident Evaluation	

The Delegation of Authority procedure facilitates the transition between incident management agencies. The Delegation of Authority is part of the briefing package provided to an incoming Incident Management Team or agency. See Appendix D for County Delegation of Authority documents to be utilized when transferring command from a FPD to the County.



# Appendix A: Jefferson County Fire Protection District Map



## Appendix B: Jefferson County Wildfire Management Contact List

<b>Jefferson County: Wildland Fire Management Contacts</b>				
Updated: July, 2024				
<b>Name</b>	<b>Agency</b>	<b>Rank</b>	<b>Email</b>	<b>Phone</b>
Todd Hyatt	Arvada Fire	Acting Department Chief	<a href="mailto:todd.hyatt@arvadafireco.gov">todd.hyatt@arvadafireco.gov</a>	303-263-8884
Garrett Ball	Coal Creek Fire	Department Chief	<a href="mailto:garrett.ball@coalcreekcanyonfd.org">garrett.ball@coalcreekcanyonfd.org</a>	303-913-8699
Jacob Ware	Elk Creek Fire	Department Chief	<a href="mailto:jware@elkcreekfire.org">jware@elkcreekfire.org</a>	303-550-7498
Michael Weege	Evergreen Fire	Department Chief	<a href="mailto:mweege@evergreenfirerescue.com">mweege@evergreenfirerescue.com</a>	720-253-5243
Joe Snyder	Fairmount Fire	Department Chief	<a href="mailto:jsnyder@fairmountfireco.gov">jsnyder@fairmountfireco.gov</a>	303-898-3958
Rod Cameron	Foothills Fire	Department Chief	<a href="mailto:rodcameron@foothillsfire.org">rodcameron@foothillsfire.org</a>	303-828-8802
<i>vacant</i>	Genesee Fire	Department Chief		
Kasey Beal	Golden Fire	Department Chief	<a href="mailto:kbeal@cityofgolden.net">kbeal@cityofgolden.net</a>	303-396-3070
Kyle Benson	Golden Gate Fire	Department Chief	<a href="mailto:chief@goldengatefire.org">chief@goldengatefire.org</a>	720-446-9364
Mark Forgy	Indian Hills Fire	Department Chief	<a href="mailto:chief@ihfr.org">chief@ihfr.org</a>	303-697-4568
Skip Shirlaw	Inter-Canyon Fire	Department Chief	<a href="mailto:sshirlaw@icfpd.net">sshirlaw@icfpd.net</a>	303-957-8504
Curt Rodgers	North Fork Fire	Department Chief	<a href="mailto:nffpd@hotmail.com">nffpd@hotmail.com</a>	303-475-1063
Chris Malmgren	Pleasant View	Department Chief	<a href="mailto:cmalmgren@pleasantviewfire.com">cmalmgren@pleasantviewfire.com</a>	720-660-7113
Mike Burke	South Metro Fire	Deputy / Bat. Chief	<a href="mailto:mike.burke@southmetro.org">mike.burke@southmetro.org</a>	303-718-6504
Erik Birk	Westminster	Acting Department Chief	<a href="mailto:ebirk@westminsterco.gov">ebirk@westminsterco.gov</a>	303-658-4515
Don Lombardi	West Metro Fire	Department Chief	<a href="mailto:dlombardi@westmetrofire.org">dlombardi@westmetrofire.org</a>	720-641-5692
Brian Keating	JCSO	Fire Management Officer	<a href="mailto:bekeating@jeffco.us">bekeating@jeffco.us</a>	720-822-6397
Mark Gutke	JCSO	Wildland Program Manager	<a href="mailto:mgutke@jeffco.us">mgutke@jeffco.us</a>	720-680-4992
Mike Rubenstein	JCSO	Commander, ESS	<a href="mailto:mtrubenstein@jeffco.us">mtrubenstein@jeffco.us</a>	303-435-3996
Jesse Daniel	JCSO	Sergeant, ESS	<a href="mailto:jdaniel@jeffco.us">jdaniel@jeffco.us</a>	303-435-0819
Nate Whittington	JCSO	Emergency Manager	<a href="mailto:nwhittington@jeffco.us">nwhittington@jeffco.us</a>	303-435-7463
Paul Amundson	DFPC	Deputy / Bat. Chief	<a href="mailto:paul.amundson@state.co.us">paul.amundson@state.co.us</a>	720-684-7633
Peter Koretz	DFPC	Deputy / Bat. Chief	<a href="mailto:peter.koretz@state.co.us">peter.koretz@state.co.us</a>	720-483-3633

## Appendix C: Communication Plan

Incident communications will be managed according to the agency having jurisdiction and established protocols pertaining to incident communication frequencies. Throughout the county, there is a mix of 800mhz and VHF radio established systems with some cross-over utilizing the VREDSW (South) and VREDNW (North) channels. Upon assignment of an Incident Commander and establishment of an Incident Command Post, it is imperative that the Incident Commander make clear the primary radio system and channels utilized for incident operations and communicate and verify the plan with all assigned resources. Newly assigned resources should be briefed on the radio communication plan when arriving at staging or through the check-in process.

Each year, the county develops or updates the VHF radio communication program plan and hosts a county wide radio programming day for all cooperators to receive the current plan. This plan is also made available through regular coordination efforts and can be requested of the county at any time throughout the year. The county radio programming plan is provided to ensure the most current radio frequencies and programming plans of affected cooperators are captured and consolidated into a single plan which can facilitate incident operations. The 2024 Jefferson County Emergency Services Section radio plan is included here but will be updated and shared, as needed, with all cooperators throughout the life of this agreement.

Cooperators and partners to this agreement are encouraged to share their agency specific radio programming plans on an annual basis with one another to ensure the most current communications possible during incident operations.

**2024 JEFFERSON COUNTY VHF RADIO CACHE CHANNEL TEMPLATE**

CH	1 EVERGREEN	2 24 Jeffco IA S	3 24 Jeffco IA N	4 24 Jeffco IMT	5 24 BOC01	6 24 BOCO 2	7 24 CLEAR-	8 DC CHIEFS IA
1	EFR 1	VREDSW	VREDNW	CMD RPTR	SO FIREC	SO FIRES	CCL1	DC FIRE
2	EFR 2	ELKCRK 2	EVRGRN 3	CMD PORT	SO FIRE 2	SO FIRE 2	CCL2	SM DISP
3	EFR 3	EVRGRN 2	VREDSW	LOGISTICS	SOLAW3	SOLAW3	CCTAC 1	VTAC17
4	ELKCRK 1	EVRGRN 3	FHMORRISON	CMDALT	RNFGUNB	RNFGUNB	CCTAC2	VTAC17D
5	ELKCRK2	PIKE RUSSEL	PIKE BLUE SKY	STAGING	RNFSTARR	RNF STARR	CCFD 1	VCALL10
6	INDHILLI	VCALL10	GLDNGATE	TAC6	SOPRI	RNFTWIN	CCFD2	VFIRE23
7	INTRCYN 2	VFIRE21	VCALL10	TAC7	RED NW	VTAC17RPT	GCLAW	VTACII
8	FH LOOK	VFIRE22	VFIRE21	TAC8	SO FTACS	RED NW	GC FIRE	VTAC12
9	NORTHFORK	VFIRE23	VFIRE22	TAC9	SO FTAC6	VFIRE22	GCOPS	VTAC13
10	CCFD1	VTACII	VFIRE23	TAC10	SOFTAC7	VFIRE23	GCTAC1	VTAC14
11	CCFD2	VTAC12	VTACII	STRUCTURE	SO FTAC8	VFIRE24	GCTAC2	DEVILSHD
12	VRED NW	VLAW31	VLAW31	OPEN	SO FTAC9	VFIRE25	GCTAC3	LONGWATR
13	VCALL10	A/G-35	A/G-35	A/G-35	SOFTAC10	VMED28	VRED NW	VFIRE21
14	VFIRE21	A/G-10	A/G-10	A/G-10	VMED28	A/G-09	VFIRE21	VFIRE22
15	VMED28	VMED28	VMED28	MEDICAL	A/G-09	A/G-58	A/G-09	A/G-10
16	VREDSW	AIRGUARD	AIRGUARD	AIRGUARD	VCALL10	VCALL10	A/G-58	A/G-35

CH	9 24 DCIMT	10 24 DC FED	11 24 SOUTHMET	12 24 SOUTHMET	13 24 EPCO FIRE	14 24 PARK	15 CLONE ZONE	16 23 PIKE NF
1	DCLAW-R	R2 FTAC1	SM DISP	SM DISP	CHEYENNE	BAILEY	CLONE ME	R2 FTAC1
2	DCLAW-D	R2 FTAC2	SM RP	RP CHOPSTIX	PORTRPTR	KENOSHA		R2 FTAC2
3	CMDRP	R2 FTAC3	SM LFR DISP	LFRMAIN	PORT DIR	BEAVER		R2FTAO
4	CMD DIR	PIKE TAC	SMTAC1	IDTRP	VFIRE22	BADGER		PIKE TAC
5	TAC RP	PIKE WORK KI	SMTAC2	WDOUGRP	VFIRE23	DICKS		WORK1
6	TACRP D	PIKE BAILEY	SMTAC3	DC RPS	VTAC11	PISGAH		WORK2
7	TAC7	PIKE RUSSELL	SMTAC4	ELIZ RP	VTAC12	PLATTECYN		NTWIN
8	LARK FG	PIKE	SMTAC5	RFR N RP	VCALL10	VCALL10		RUSSELL
9	TAC9	PIKE DEVILSHD	SMTAC6	DCDSP 1	R2FTAO	VFIRE22		BWESKY
10	VTAC14	PIKE LEO	SMTAC7	ARAP RES	PIKE AMALGRE	VFIRE23		LONGWATR
11	VTAC17R	VFIRE21	VFIRE 21	VFIRE21	PIKE TAC	VFIRE24		DEVILSHD
12	VTAC17D	VFIRE23	VFIRE 22	VFIRE22	VMED28	PIKEDIR		MTBAILEY
13	VFIRE22	A/G 10	VFIRE 23	VMED28	VFIRE21	VFIRE21		VFIRE21
14	PIKE DIR	A/G35	PIKE DIR	A/G35	A/G-35	A/G-35		VFIRE22
15	A/G-10	VFIREZZA/G	A/G35	A/G 10	A/G-10	A/G-10		VME28
16	A/G-35	VTAC12	A/G 10	AIRGUARD	AIRGUARD	AIRGUARD		AIRGUARD

CH	17 24 ARAP NFS	18 NAT'L	19 SAR & WX	20 COA/G	21-24 CLONE ZONE	25 COMMAND
1	S DIRECT	VCALL10	MRA1	A/G07	CLONE ME	COMMAND ZONE IS FOR ASSIGNING ANY CHANNEL IN YOUR RADIO TO CREATE AN ON-THE-FLY ICS205 RADIO PLAN. YOU CANNOT CLONE TO OR FROM THIS ZONE.
2	BLUESKY	VTAC11	MRA2	A/G09		
3	MESTAAEH	VTAC12	CSARS1	A/G 10		
4	STARR PK	VTAC13	CSARS2	A/G 13		
5	THORODIN	VTAC14	CSARS3	A/G 15		
6	GRIFFITH	VTAC17	CSARS4	A/G35		
7	MINES PK	VFIRE21	VTAC17	A/G49		
8	BERTHOUD	VFIRE22	VTAC17D	A/G 56		
9	GILPINOPS	VFIRE23	WX400	A/G 58		
10	CC FIRE1	VFIRE24	WX425	BLANK		
11	CC TAC 1	VFIRE25	WX450	BLANK		
12	CPWTAC	VFIRE26	WX475	BLANK		
13	WORK1	VMED28	wx500	BLANK		
14	WEATHER1	VMED29	WX525	BLANK		
15	A/G-09	VLAW31	wx550	BLANK		
16	AIRGUARD	VLAW32	BLANK	BLANK		

## Appendix D: Delegation of Authority & Complexity Analysis Documents



### **DELEGATION OF AUTHORITY:**

**Defined:** The \_\_\_\_\_ Fire Protection District may delegate the duty of coordinating efforts to suppress wildfires for a specific wildfire in accordance with CRS 29-22.5-103 to the JEFFERSON COUNTY SHERIFF should the wildfire occur on unincorporated land outside the boundaries of the Fire Protection District or unincorporated land where the wildfire exceeds the capabilities of the Fire Protection District. The Jefferson County Sheriff retains statutory authority as defined in CRS 30-10-513 for coordinating fire suppression efforts.

A. Duty for coordinating efforts to suppress the \_\_\_\_\_ wildfire burning in \_\_\_\_\_ County, Section(s) \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_, is to be assumed by the Jefferson County Sheriff.

B. Command of the incident has been delegated to: \_\_\_\_\_ by the Sheriff or their designee. If a transfer of command is to occur it will become effective at \_\_\_\_\_ hours on \_\_\_\_\_, 20\_\_\_\_\_

C. Delegation of duty will become effective at \_\_\_\_\_ hours on \_\_\_\_\_, 20\_\_\_\_\_ and is acceptable to signatory parties on the following page.

D. This delegation of duty is warranted based upon the attached complexity analysis prepared for this wildfire.

Regina Marinelli, SHERIFF

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0 0 0 1



**SIGNATORIES:**

**Delegated by:**

\_\_\_\_\_ For: \_\_\_\_\_ On: \_\_\_\_\_ At: \_\_\_\_\_  
Name and Title Fire District Date Time

\_\_\_\_\_ Signature

**Assumption of Responsibility by:**

\_\_\_\_\_ For: Jefferson County Sheriff's Office On: \_\_\_\_\_ At: \_\_\_\_\_  
Sheriff or Designee Date Time

\_\_\_\_\_ Signature

**Assumption of Incident Command:**

\_\_\_\_\_ For: \_\_\_\_\_ On: \_\_\_\_\_ At: \_\_\_\_\_  
Incident Commander Incident Name Date Time

\_\_\_\_\_ Signature

Regina Marinelli, SHERIFF

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## RETURN OF DELEGATED AUTHORITY

Authority and responsibility for managing and controlling the \_\_\_\_\_ wildfire burning within the \_\_\_\_\_ Fire Protection District jurisdiction, in \_\_\_\_\_ County, Colorado, is hereby returned to the \_\_\_\_\_ Fire Protection District.

This transfer terminates the responsibility of the \_\_\_\_\_ County Sheriff for coordinating efforts to suppress the wildfire.

### Incident Priorities and Management Objectives:

1. Utilize strategic risk management to reduce risks to the public and firefighters.
2. Implement strategies and tactics using a risk versus reward analysis, focusing on actions that have a high probability of success.
3. Protect values at risk through robust strategic management including (describe values at risk...), and additional infrastructure.
4. Provide timely and accurate information to all agencies and cooperators, the public, and the media while maintaining and enhancing relationships.
- 5.
- 6.

### Other Needs/Constraints:

1. Promptly transition with in-coming and hold-over forces.
2. Briefing with new Incident Commander will be completed by effective date and time of this return as shown below.
3. Provide an IAP for next operational period upon request.
- 4.
- 5.
- 6.

Regina Marinelli, SHERIFF

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**SIGNATORIES:**

**Delegated by:**

\_\_\_\_\_ For: Jefferson County Sheriff's Office On: \_\_\_\_\_ At: \_\_\_\_\_  
Name and Title Date Time

\_\_\_\_\_ Signature

**Assumption of Responsibility by:**

\_\_\_\_\_ For: \_\_\_\_\_ On: \_\_\_\_\_ At: \_\_\_\_\_  
Fire Chief or Designee Fire Protection District Date Time

\_\_\_\_\_ Signature

**Assumption of Incident Command:**

\_\_\_\_\_ For: \_\_\_\_\_ On: \_\_\_\_\_ At: \_\_\_\_\_  
Incident Commander Incident Name Date Time

\_\_\_\_\_ Signature

Regina Marinelli, SHERIFF

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*This form to be completed each shift.*

*Updated: March 15, 2024*

### INCIDENT ANALYSIS FORM

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: Lat \_\_\_\_\_ Long \_\_\_\_\_

Fire name: \_\_\_\_\_

T\_\_ R\_\_ Section(s)

	Current		Predicted	
	Yes	No	Yes	No
<b>I. Resources</b>				
a. Has the normal mutual aid network been fully implemented?				
b. Are all Jurisdiction resources committed/enroute?				
c. Is air support required?				
d. Is the fire beyond the capability of Jurisdiction?				
e. Is there an inadequate water supply?				
f. Is there a need for county or state resources?				
g. Is the availability of additional resources hampering suppression efforts?				
<b>II. Risk Factors</b>				
a. Is there a threat to public at large?				
b. Are structures threatened/involved?				
c. Are there unusually hazardous firefighting conditions?				
d. Is there an aviation resource safety problem?				
e. Are historical values at risk?				
f. Does the fire involve mixed land ownership?				
<b>III. Fire Situation</b>				
a. Are flame lengths <u>in excess of 4 ft</u> ?				
b. Is torching/crowning occurring?				

Regina Marinelli, SHERIFF

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	Current		Predicted	
	Yes	No	Yes	No
c. Is the <u>1000 hour</u> fuel moisture below 12%?				
d. Is the fire burning in an extreme fuel type?				
e. Is the fire inaccessible by ground in one hour?				
f. Is the rate of spread beyond suppression capability?				
<b>IV. Fire Weather</b>				
a. Is <u>wind</u> a critical factor in fire behavior?				
b. Is temperature a critical factor in fire behavior?				
c. Is RH below 20%?				
d. Are there T-storms/fronts?				
<b>V. Other Considerations</b>				
a. Are there existing political problems?				
b. Are non-fire incidents occurring which have an impact on fire operations?				
c.				
d.				
e.				
<b>VI. Totals</b>	A	B	C	D

Current (A)\_\_\_ + Predicted (C) \_\_ =  
 Current (B)\_\_\_ + Predicted (D) \_\_ = \_\_\_\_\_

To qualify for EFF, questions must reflect a total local level commitment to the fire.

Total of Columns A + C must be equal to or greater than 32 (67%).

\_\_\_\_\_  
 Jurisdictional Authority Signature

\_\_\_\_\_  
 Sheriff or Designee's Signature

Regina Marinelli, SHERIFF

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