

USFS Region 6 Expanded Dispatch Kit Strategy

This document establishes the protocols and management of the PC mobile lab kits which support expanded dispatch.

Background

The expanded dispatch kits for Region 6 were purchased jointly by the Information Resources Management Staff and the Fire and Aviation staff. These kits were purchase with a dual use function; in the winter months (November 1 – June 30) they are configured to support training programs managed by the IRM staff. The second use is for expanded dispatch during the summer months (July 1 – October 30). Dispatch offices have limited capabilities to handle support teams during incidents. Should the dispatch office need additional capabilities these kits are moved to the dispatch office and deployed to support the additional personnel.

The kits are comprised of Five (5) kits, each with 16 laptop systems.

Regional Management

ISO - < to be determined >

DRM - Chris Strobl (503-808-2649) – Training Manager

- Michele Huffman (503-808-2659) – Data Services Program Manager

FAM - Dale Guenther (503-808-2188) – Project Coordination and Support

- Gerry Day (503-808-2732) – Dispatch Office Coordination

Dispatch Kit Responsibilities

System Preparation: The DRM CSA staff will be responsible for imaging these systems before sending them to the dispatch office and after their return.

Dispatch Software: The standard Forest Service Image is all that is needed. It is desirable that the ROSS system also be loaded.

Transferring Kits: Coordination for each kit location is based on the attached spreadsheet. Each Dispatch Office and CSA has a designated representative. This person is responsible for the corresponding functions below related to transfer of the kits and their preparation.

Some kits may be split among two (2) Dispatch Offices, with 8 laptops going to each, as identified in the spreadsheet. Further breakdown of a kit for prepositioning purposes and subsequent transportation should only occur with the acknowledgement and concurrence of Chris Strobl. At all times transportation of the equipment should be in the cases designed for that purpose.

USFS Region 6 Expanded Dispatch Kit Strategy

Dispatch Office is responsible for transferring the kits from the CSA offices to the Dispatch offices by July 1st. They will coordinate transfer with the corresponding CSA representative. The DRM CSA contact will coordinate transfer of kits from the Dispatch to DRM CSAs for training by November 1st. If needed, adjustments to these dates will be coordinated between Fire Dispatch units and DRMs based on needs.

If another office needs to use a kit, the host office will coordinate the transfer of the kit, but it is the responsibility of the requesting office for transportation and setup of the kit to and from the host office.

Kit Setup: The Dispatch office is responsible for setup of the kit. This includes ensuring guest ID and Passwords are functional, they are connected to the LAN, etc. If the office lacks necessary skills they will call EUSC with a incident priority (**Fire Severity 1**). EUSC will send someone to the office within 24 hours after the ticket is placed.

Surplus System: As Dispatch Offices replace existing systems, old systems may be retained to comprise their own kits.

Replacement Schedule: The laptops in these kits are covered under the ISO replacement strategy. When they are due for replacement the CSA will track and manage replacement of these kits.