



Wasatch Helitack



Mountain Green Super Base



Current Aircraft

- 1 Type 2* - Bell 212 HP
- 2 Type 3* - Bell 407
- 1 Type 1* - KMAX K1200

Mission Statement:

The Mission of the Wasatch Helitack program is to provide management and leadership to maximize quality, efficient, effective and safe helicopter operations in support of wildland fires, fuel treatments, and projects.

The vision of the Wasatch Helitack program is to be the “best “by providing outstanding services and values to every customer in all our activities.

- **Accountability:** Be responsible for actions that influence the lives of our customers and fellow coworkers. Take ownership in the successes and failures.
- **Collaboration:** Work within and outside the crew organization to maximize the best we have to offer.
- **Commitment:** Consistent quality services and values within and outside the organization making sure to give them the best experience.
- **Diversity:** Respect people’s diversity to maximize the best of the composition.
- **Efficiency:** Be innovative in our approach to give the best solution each time.
- **Integrity:** Act with honesty and respect without compromising the truth.
- **Leadership:** Courage to lead from the front and shape the future.
- **Respect:** Give due respect to self and others to maintain an environment of team work and growth.
- **Safety:** Ensure the safety of people through best management practices.
- **Fun:** Have fun in each day.

Defining Ideals

- **Being proactive:** Show initiative, resourcefulness, and leadership. Strive to continually improve. Take an active role in personal and professional development.
- **Being Adaptable:** Respond to changing missions at a moment's notice. Prepared to perform a wide variety of missions in less than ideal conditions. Ability to perform effectively, efficiently and safely in any given situation.
- **Promoting Wasatch Helitack:** Represent the Wasatch Helitack program with the highest ideals and work ethic.
- **Working together:** Embrace teamwork. Be open so people can strive to achieve individual and common goals. Embrace new ideas and solutions.
- **Striving to continually improve our physical fitness:** Physically fit firefighters are more predictable firefighters. Physically fit firefighters are less prone to injury and fatigue. Physically fit firefighters are more mentally capable of performing in a professional manner during long and exhausting assignments.
- **Solving problems and conflicts:** Realize that problems and conflicts are a natural part of human interaction. Solve problems and conflicts, don't let them build up. Solve problems and conflicts at the lowest possible level. Show respect, cooperation, and professional courtesy to all co-workers, supervisors and our cooperators.
- **Making it count:** Ask questions when we don't have or don't know all the details to complete safe and successful missions.
- **Sweating the details:** Recognize deviations in the details to ensure the safety and success of any given mission. The safety and success of any given mission depends on sweating the details.

PROGRAM EMPHASIS

Our primary mission is the protection of life, property and natural resources by providing professional initial attack of wildland fires and helicopter operations management. Wasatch Helitack is a versatile organization that can be utilized by management to meet a variety of wildland fire missions, prescribed fire, and resource management objectives. Wasatch Helitack will be staffed, trained, qualified, and equipped to effectively respond to missions. The priority missions are as follows:

1. Wildland Fire

There are four main functional areas that Helitack are involved in. The priorities are:

A. Provide initial attack and helicopter operations management.

- Individual fire qualifications provide management options for response to developing complex incidents or multiple initial attack fires.

B. Support extended attack and helicopter/ helibase operations management.

- Managing multiple shift fires while providing for helicopter management and helibase operations.

C. Support local/ state/ national helicopter operations with individuals and modules:

- Provide management options for the assignment of personnel as helicopter managers, helibase managers or other incident aviation management positions depending on qualifications.

D. Support fire operations with individual assignments

- Provide more opportunities to support fire operations assignments, which further develop crew and organizational capabilities.

GUIDELINES and EXPECTATIONS

PUNCTUALITY/ AVAILABILITY

You are expected to be punctual when reporting to work and fit for duty. This means arriving on time and being mentally and physically prepared to perform arduous firefighting duties. If you are not punctual or fit for duty and do not have a valid excuse you may be subject to disciplinary actions as outlined in Department policy. If you anticipate being late, contact your supervisor prior to your reporting time.

CHAIN OF COMMAND

It is important that you follow the Helitack chain of command. Your first point of contact for any questions, concerns, suggestions, requests should be your immediate supervisor. If your immediate supervisor is not available, then go to the next supervisor in the chain of command. Every crewmember has a voice and will have ample opportunities to voice their options or issues. If a problem that cannot be resolved at the lowest level, feel free to talk to any of the overhead. We are very open and if there is a problem that needs to be resolved come talk to us at any time.

FIRE ASSIGNMENTS

You are expected to be fire ready at all times. This means having your line gear and personal gear packed and ready for immediate dispatch while on duty at work. Your line gear should be equipped for a 24 hour shift and your overnight gear for up to 14 days. If you are not fire ready, you may be left behind with no arrangements to reunite you with the crew until they return. All crewmembers must commit to a full assignment before departing off-district, which are possibly 14 day commitments with additional travel days. If you have any scheduled leave and choose to go on the assignment, you will be expected to work through your leave. All personnel are expected to be self-sufficient while on fire assignments. It isn't uncommon to be in hotels and paying for our own food during fire assignments. You need to have the ability to cover this initial cost until per diem reimburses you. It is the individuals' responsibility to bring any concerns or questions to their supervisor prior to fire assignments.

No crewmember can take another assignment when they are already on an assignment.

CONDUCT

As a government employee, your actions and behaviors are often viewed by the public as representative of all government employees. It is expected that you represent the US Forest Service and the Ogden Ranger District in a professional manner; you're respectful and courteous to all personnel and in particular with the public.

As professionals it is expected that our language and conversations are appropriate throughout the fire season, no matter how comfortable we may become with each other.

Volunteering for assignments, unless there are safety concerns, is appreciated and recognized by overhead.

We will be our own harshest critics. We will not focus on the perceived failings of others, and their programs, rather focus on the positives. No matter how much better you might think you are when compared with others, keep it to yourself.

Each crewmember is expected to respect each other and their overhead. If crewmembers take issue with one another, they are expected to attempt to handle it directly with each other. If they are unable to resolve it, at that time contact your direct supervisor.

Every crewmember needs to let the overhead know if there is any issue that could be affecting their work and focus. We don't not wish to pry into one's personnel life or know all the details, however, it does affect one's performance when their mind is not focused on the job at hand. We simply wish to be aware so we can supervise accordingly.

TRAINING

Each individual is responsible for keeping their own fire experience and training records, along with pursuing additional and recommended training. An Individual Development Plan will be initiated with their supervisor mapping out a possible career plan. We will do our best to help you get the training you need, but it must start with you. The more effort put in by the individual to better themselves, the more effort the overhead will make in seeking out training opportunities.

Any training that crewmembers are enrolled in will take precedence over any fire assignments.

Task Books

It is the employees' responsibility to look for and recognize opportunities to work on their taskbooks and to communicate those to the overhead. In addition, it is the employees' responsibility to track the completed tasks with corresponding fires and dates to assist overhead in filling them out.

SAFETY

Safety is everyone's priority, if someone sees something they need to say something. No fire or mission is worth anyone being injured. Below are some of the written rules:

- Reference and discuss all appropriate Risk Management Analysis (RMA) and Standard Operating Procedures (SOP) before beginning a project.
- Review all associated JHA's with the task.
- Wear all appropriate personal protective equipment when appropriate.
- Absolutely no speeding or other reckless driving.
- Adhere to driver duty limitations as identified in the Interagency Standards for Fire & Fire Aviation Operations, 2008, Chapter 7-7 {Red Book}.
- No horseplay or rough-housing.

FAO Lee Rackham

Base Manager

Vacant

Helitack
Supervisor
Mike Scott

Helitack
Supervisor
Mike Byers

Assist Helitack
Supervisor

Tim Turner

Assist Helitack
Supervisor

Mike Hansen

Assist Helitack
Supervisor

Bryan
Thompson

Assist Helitack
Supervisor

Vacant

Squad Leader
Jason Bullough

Squad Leader
Ryan Witter

Squad Leader
Luke Yeamans

Squad Leader
Johnny Brooks

Senior Firefighter
Kylie Bronson

Senior Firefighter
Troy Street

Senior Firefighter
Joe Jozefiak

Senior Firefighter
Brian Wandell

Cory Adams

Sean Murry

Joe Skibiell

Kim Soule

Jose Martinez

Jaimme
Noonchester

Ben Thomas

Jason Saavedra

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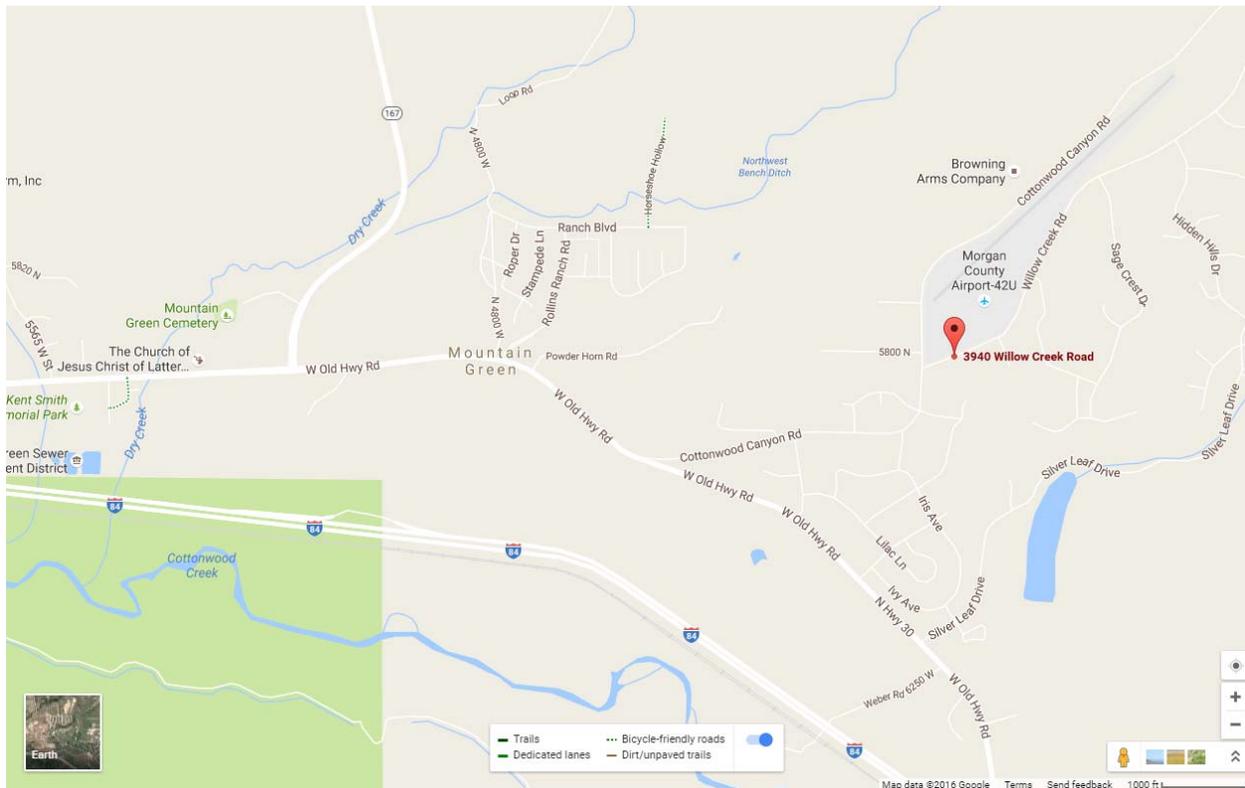
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Helibase Address: 3940 Willow Creek Rd. Mountain Green UT, 84505

The Mountain Green Super Base is located at the south end of the Mountain Green Airport. Therefore, any activity at the air base must comply with airport policies and security requirements. The Air Base building is leased from the count airport. We have a good working relationship with the airport management; precautions need to be taken to ensure that good relations continue.

Abide by the following:

- Do not exceed 25 MPH when driving through the neighborhood.
- Private vehicles must park to the West, East, and South of the building
- Only government employees and vendors are allowed on the ramp.

Due to the fact that the IA load must stay with the helicopter and cannot leave the air center, it is expected that crewmembers are productive and self-sufficient. This means that crewmembers are to seek out projects, assist others in projects, or use the resources at the air base to make themselves better.

CELL PHONE/RADIOS

Be smart about your use of your personal cell phone. Never use it during a meeting and if you need to make a personal call, clear it with your supervisor. Limit your calls/text messages on personal cell phones to your breaks. Absolutely, no cell phone is to be used while driving unless using a hands-free device.

Keep radio conversations professional. The crew radio channel will not be disclosed to anyone else unless it is approved by overhead and all crewmembers are aware that it has been compromised. This frequency will be one of the National Interagency All-Call Frequencies.

EQUIPMENT

You are personally responsible for any equipment issued to you and it is your duty to maintain the government equipment you use. Negligence with equipment can result in personal financial consequences. If any gear is lost or damaged, immediately notify your supervisor and complete a "Property loss and Damage" form so an S number can be obtained.

Do not abuse, waste or steal government property. Any such actions will be dealt with accordingly. Always keep in mind taxpayers pay our wages and buy the equipment we use.

VEHICLES

The following will be followed while using vehicles:

- Only operate equipment you are qualified to use.
- Seatbelts are required to be on before vehicles are moving. This applies no matter what the situation might be.
- Inspections on vehicles will be conducted in detail each day; this is especially critical upon returning from the field. Daily inspection sheet will be turned in with mileage at end of the month.
- Vehicle utilization sheets will be completed immediately after each use.
- A backer is required each time any of the vehicles are being backed. If the individual is alone, they will take the necessary steps to ensure they don't hit anything.
- Lights will be turned on in each vehicle, regardless of daytime running lights.
- Keys' of vehicles will be placed in the visor for all vehicles when parked on a fire. When parking in the public the driver will take the keys with them.
- If any hardware, tools or equipment stored on the vehicle have been used, inform the vehicle manager, boss, make sure that these items have been inspected, refurbished, and returned as soon as possible.
- In order to maintain a rapid response, vehicles gas tanks are to be topped off whenever the opportunity presents itself and, in particular, prior to returning to helibase.

If any expendable items such as batteries, food, Gatorade or water have been used, replenish the vehicle to previous inventory levels.

PHYSICAL FITNESS

According to Dr. Brian Sharkey in his book, “Fitness and Work Capacity, 2nd Edition”, *for prolonged arduous work, fitness is the most important determinant of work capacity (the ability to accomplish production goals without undue fatigue, and without becoming a hazard to oneself or coworkers).*

The P.T. program is designed to improve on weaknesses and maintain the strengths of both individuals and the crew as a whole. A crew PT board will be kept by each crewmember and filled out at the end of each PT run or crew hike. Goals will be set by the individual and the supervisor to improve upon throughout the season. It is important to understand that management has expectations of improvement for everyone regardless of your present fitness level. As a member of the Wasatch Helitack crew it is expected that you as individuals take ownership in the crew and help to motivate, encourage, and assist each other to achieve and maintain a high level of fitness. We participate in the BLM Fitness Challenge and Fit to Work programs (http://www.blm.gov/nifc/st/en/prog/fire/fireops/fitness_challenge.html).

At Wasatch Helitack we hold to a standard comparable to a type 1 fire suppression crew. We are allotted (1) one hour each day for physical conditioning.

Desired fitness goals include:

- 1.5 mile run done in under 10:35
- 40 sit-ups in 60 seconds
- 25 push-ups in 60 seconds
- Chin-ups are determined by weight with a min of 4

The program will be dictated by Squad Leaders. Each week will consist of hiking, running and calisthenics. Crew members that show up unable to meet fitness goals will receive prescribed physical training.

GEAR

All crew members are suggested to carry the following items in their line gear at a minimum:

- 4 qt Water
- 1 MRE (may not have access to food for 24 hours)
- Extra Batteries
- Signal mirror
- Orange Panel
- Manifest
- First aid kit
- 5 Fuzees
- Calculator

All Crewmembers will have the following on their person at all times:

- Knife
- Note Pad
- Writing Utensil
- Watch
- IRPG
- Compass
- Lighter

All IC's are expected to have the following with them on a fire:

- Northern Utah field fire report, or local unit Size up Book/Card if off forest
- GPS

A line gear inspection will be conducted at the beginning of each season, and randomly throughout to ensure IA readiness and for helicopter manifest.

Each helitack crewmember is responsible of making sure their PG bag is on the right vehicle or removed if they are going on days off.

In some instances while on initial attack, there may not be an opportunity to get crewmembers their personal gear bags. This often happens due to fire activity when the helicopter flies right up to pumpkin time. In addition, crewmember might be in an area that is inaccessible by vehicle.

Flight helmets will be worn or in flight helmet bags at all times.

All issued gear will be recorded on individual gear logs and kept in the associated employee folder.

OPERATIONS

Crewmembers on the IA load will not be allowed to leave the base for lunch without permission from their supervisor. Crewmembers on the chase rigs may be allowed to leave the base for lunch, if they gain permission from the helicopter manager.

Tools and gear will be refurbished immediately after and assignment.

Crewmembers will be expected to be proficient in all the roles in regards to their position on the crew. Duties and responsibilities will rotate and each crewmember will have the opportunity to test their skills.

If an IC is going to break 2 to 1 work rest hours, they must gain permission from the duty officer. They must also complete a justification to be signed by the FMO. It is the IC's responsibility to email the justification to everyone that was on the incident.

Fire Reports are due within 2 weeks to dispatch.

Every attempt will be made to reset crewmember days. It's up to the overhead to determine what that balance is based on fire activity and staffing needs.

Bringing crewmembers in on days off will be determined by the helicopter manager and the Helitack supervisor. If an incident is going to go beyond an operational period or the helicopter has been dispatched off district, the helicopter manager may immediately call crewmembers. If for any reason the helicopter manager sees a critical need for a crewmember, with the approval of the Helitack supervisor, they may elect to bring someone in. Just because the crew is on a fire does not necessitate the need to bring crewmembers on.

Each crewmember is expected to be ready for an initial attack and be on the helicopter with-in 10 minutes of notification that we have a pending order.

Crewmembers are to manage risk and cost while on fires. For example, an easy 3 mile hike off a fire and pick up by vehicle would save a flight and limit the exposure of a helicopter transport. Likewise, bone piling and dry moping are expected when possible, verses having multiple bucket drops. That said, it is expected that the IC use their judgment when making their decisions. In addition, we have multiple blivets with kits that can be ordered from helibase.

Every attempt will be made to conduct an AAR at the end of each incident to help improve our performance.

Any injury needs to be reported to your supervisor as soon as possible. This is in order to document and verify that it was incurred at work.

DETAILERS

All Wasatch Helitack Crewmembers and Detailers are expected to read and know the crew SOG's and BasePlan. Any detailers to the crew will immediately have a detailed briefing of the helicopter and successfully run through mock ups before being allowed to be on the IA load.

TIME, TRAVEL, LEAVE

Families are very important to us and we do expect you to have a "life" outside of work. We work to live, not live to work. That said, you were hired and expected to do a job. Whenever possible, any request to take leave will be evaluated on a case by case basis.

If any crewmember has a family emergency, the individual will have our full support. The overhead will make every effort possible to assist them.

Time will be announced at the end of each day/shift, with charge codes. A CTR will be kept and signed for any OT or Hazard pay. The CTR book will be kept and maintained by Overhead.

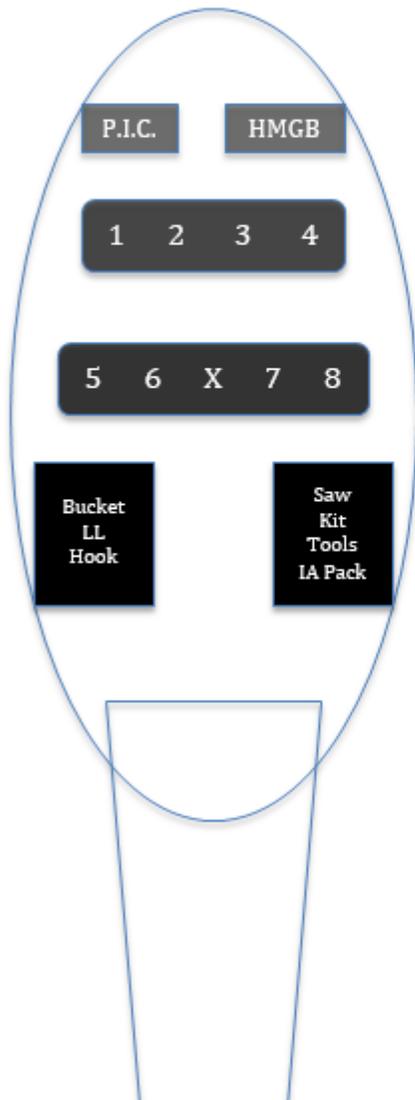
Over Time (OT) and Hazard Pay is to be earned. If you're unsure if you obtained hazard pay, consult the helicopter manager. More information can be found in the Interagency Fireline Business Handbook

Timesheets must be turned in by weekly. Each squad boss is responsible for all their crewmembers time sheets. At the end of the pay period, the squad boss will verify the time sheets before submitting them for approval.

Appendix

Helicopter Seating Assignment

Wasatch Helitack Bell 212 Seating Orientation



SEAT #1 HECM, Bucket/LL, 123 Checks

SEAT#2 Secure Interior/ Clear Cabin

SEAT#3 Cargo

SEAT#4 IC/ IA Gear

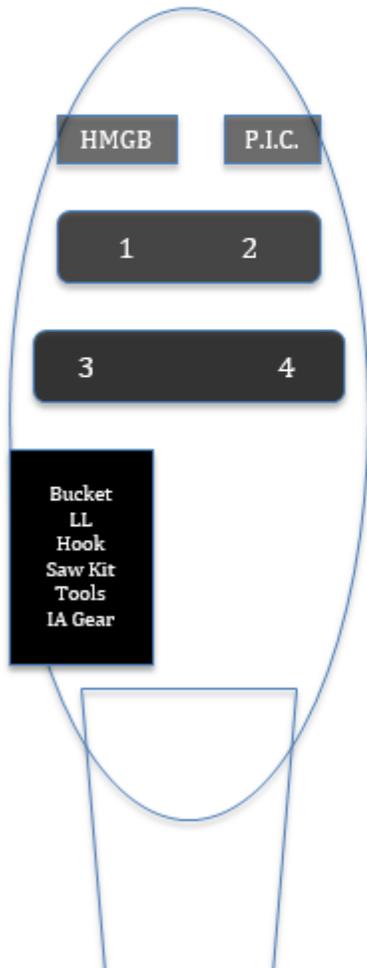
SEAT#5 Bucket/Longline

SEAT#6 Secure Interior/ Clear Cabin

SEAT#7 Cargo

SEAT#8 Flight Crew Chief/ IA Gear

Wasatch Helitack 407 Seating Orientation



SEAT #1 HMGB Gear

SEAT#2 Flight bags or IA Gear

SEAT#3 IC or HECM (Q), Bucket/LL, 123 Checks

SEAT#4 Clear cabin, Help with Bucket, LL, Checks

Crew Duty Manager Positions

To ensure that all work on the helitack crew is completed as efficiently as possible, each crewmember will be assigned to be a duty manager of specific responsibilities. Though you will be assigned as a manager for a particular duty, this does not alleviate you from other duties as assigned or requested. You may enroll other crewmembers to help you these duties. Seek guidance or input from supervisors when necessary and provide feedback to supervisors. It is important that we all work together and assist other managers when needed. Any needs for supplies must be written on the crew needs list for purchasing by the overhead. This is an excellent opportunity for you to demonstrate your knowledge, skills, abilities and leadership potential! Below is a brief description of each duty manager position.

VEHICLE MANAGERS:

The vehicle manager is responsible for the vehicle and its contents. It is important to ensure that all vehicles are in good working order. Repairs and maintenance are to be scheduled and completed, vehicle records are up to date (vehicle log books, maintenance records, receipts, etc.), and vehicle utilization reports are submitted accurately and on time. The manager will ensure that the vehicle inventories are replenished to operational levels after assignments.

TOOLS MANAGER:

The tools manager will be responsible for keeping all fire-line tools in proper working order and in excellent condition. This involves sharpening, inventory, painting, and sanding the tools. The tool manager is also in charge of delegating and soliciting help from other crewmembers.

EQUIPMENT MANAGER & ASSISTANT EQUIPMENT MANAGER:

The manager is responsible for ensuring the Helitack supply cache is adequately stocked, inventoried and organized. This Manager will report to purchasing overhead if there are any needs to be ordered or purchased. They are in charge of checking in and out crew gear during the season. Helitack cache WILL BE locked unless an individual is physically inside and using it

CHAINSAW MANAGER & ASSISTANT CHAINSAW MANAGER:

The chainsaw manager will be responsible for upkeep, maintenance, and inventory needs for the chainsaws. Duties will include ensuring that chainsaws are properly refurbished and saw kits are fire ready. The manager will ensure that all crewmembers are trained on chainsaws maintenance and chainsaw rehabilitation.

BUNK HOUSE

6620 East 100 South Huntsville UT

This is a fully furnished residence that is shared housing for the forest. This makes space limited to first come first serve.

- 5 Bedrooms
- 10 person occupancy max
- 3 Bath
- Attached Garage

Rent is set up to be automatically deducted from your paycheck. It is roughly \$5.50 per day and that comes out to about \$76 per pay period.

The bunk house is located near the Pineview reservoir.

