

Southwest Montana Wildland Fire Training
Center for Continuing Education
The University of Montana
Missoula, MT 59812-1728

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Date: October 22, 2009

Subject: **I-300 Intermediate Incident Command System Student Selection Rev. 5**

To: Fire Training Representatives and Students

The following individuals have been selected to attend the **I-300 Intermediate Incident Command System** course. The class will be held at the Northern Rockies Training Center from Wednesday November 18 at 8:00 through 5:00 on Thursday November 19.

Aerial Fire Depot

Angela Banfill
Ashton Ferruzzi 10/22
Carrie Johnson
Pam Jolly
Dave Maclay-Schulte
Kristina Pattison
Mark Pieper
Ian Quist
Mary Reeves
Alyssa Stewart 10/19
Ryan Theler
Darby Thomson
Wanda Wildenberg
~~Jon Marshall cax 10/19~~

Bitterroot NF

Scott Bogan
David B. Fox
Michelle Grothen
Kay Jaquith

DNRC SW Land Office

Ben Super

Northern Regional Office

Meredith Webster

Lolo NF

Stryker Clark
Teo Digiando
Niles Johnson
Dan Poole
Nichole Woods

University Of Montana

Leana Schelvan

Clearwater NF

Jake Nelson
Aaron Skinner

Nez Perce NF

Charlie Cronk
Michael Dunn
Harley Hamman
Chris Hertl 10/19
Jonathan Moore
Ryan Nuxoll
~~Joseph Baxter cax 10/15~~
~~Cameron Chambers cax 10/15~~
~~Gabriel Cortez cax 10/15~~
~~Joseph Forthofer cax 10/15~~
~~Amanda Holt cax 10/15~~

Kootenai NF

Donald Baney 10/16

Beaverhead-Deerlodge NF

Matthew Schutty
Jeremy Rux
Derek Stratton
Clint Van Blaricom

Butte Field Office

~~Doug Gaffee cax 10/15~~

Helena NF

Adrian Hahn 10/16
Matthew Knott 10/16

Lewis & Clark NF

Mark Conway
Michael C. Long

Miles City Field Office

Matthew D. Harding

Rosebud Agency-SD

~~Robert J. Oliver cax 10/20~~

We're planning on sending a large amount of prework that can be done at home so we can jump right into doing exercises as soon as students arrive. Please let me know if you have any cancelations as soon as possible so we don't mail the prework to someone who isn't coming to the class. **If you need to cancel students out of the course, I need to be notified by November 2 or the home unit will be charged the full cost of tuition (\$125).**

Questions regarding this course should be directed to me at SW Montana Wildland Fire Training, Continuing Education, 32 Campus Dr, Missoula, Montana, 59812. (406) 243-4638, kortman@fs.fed.us.

Kitty Ortman, course coordinator



Course: I-300 Intermediate Incident Command System
When: 8:00 Wed. Nov. 18--5:00 Thu. Nov. 19, 2009
Where: Pintler Room
Northern Rockies Training Center
5765 W. Broadway, Missoula, Montana

To Course Participant:

October 14th, 2008

Congratulations! You have been selected to attend the ***I-300 Intermediate Incident Command System*** course. The course will begin at 8:00 and end by 5:00 everyday. There will be a one hour break for lunch each day of the course.

THERE IS PRE-WORK READING FOR THIS CLASS.

We're trying something new this year based on feedback from students who have already taken this course. We want to make the best use of your time, so we're sending you the Student Workbook to read on your own before you arrive. This way we can jump right into the exercises so you can really understand how the Incident Command System works. Please read the enclosed book (yes, the whole thing) so we can begin right after the introductions.

We will be putting you into Type 3 Teams, so I would like to know your first, second, and third choice for working in the following functional areas:

- **Incident Commander**
- **Safety Officer**
- **Public Information Officer**
- **Finance Section Chief**
- **Plans Section Chief**
- **Logistics Section Chief**
- **Operations Section Chief**

Keep in mind that there are many people who have experience in Operations, but we won't have that many teams for everyone to be the Ops Section Chief, so think about trying something different. This is a great opportunity to find out if you should look into Plans, Logistics or Finance if you haven't worked in those areas in the past. If you would like to see what it's like to be an IC, this is a good place to try it out in a safe environment. **Please email me with your preferences as soon as possible. Let me know by Nov. 11 at the latest so we can form the teams for the exercises. I can be reached at kortman@fs.fed.us.**

THE FOLLOWING ITEMS ARE INCLUDED IN YOUR COURSE PACKET:

- ❑ The **Course Selection Letter** with all students' names listed. This is to help ensure car-pooling if possible. (This should be on the back of this page.)
- ❑ The **I-300 Student Workbook**. Read it and bring it with you to class.
- ❑ A **map and list of local motels** if we don't think you have been here recently.

TO VIEW A MAP OF THE NORTHERN ROCKIES TRAINING CENTER

Go online to the following link (<http://www.nationalfiretraining.net/nr/logistics>). The course will be held in the Pintler Room. This map also includes a list of local hotels. You may also want to stay at the dorm at the Northern Rockies Training Center. Rooms are very inexpensive, but you will need to dine out because the kitchen is reserved for long-term tenants.

PARKING: If you drive, you may park in the Smokejumper parking areas to the east of the Northern Rockies Coordination Center building or to the west of the Training Center.

WHAT YOU SHOULD BRING WITH YOU TO THE COURSE:

- ❑ **Note pad and a pencil or pen**
- ❑ **Your Fireline Handbook.** One will be available in class if you don't have one.
- ❑ **Your Incident Response Pocket Guide.** One will be available in class if you don't have one.
- ❑ If you like to drink beverages during class, please **bring a cup with a lid (to prevent spilling on the course materials)**.

CANCELLATIONS: If you need to cancel, please get in touch with us as soon as possible. If you do not get in touch with me by November 2, your home unit (or you) will be responsible for the cost of the tuition (\$125). **If you are really ill, please don't come to the class and infect other students. Call me and let me know you can't make it.**

MESSAGES: If someone needs to be able to get in touch with you during the class, a message may be left at (406) 329-4920 and we will get the message to you. If you need to get in touch with me before the course, I can be reached at (406)243-4638 or kortman@fs.fed.us

SPECIAL NEEDS: If you have a preference for where you sit in the class, need to be accommodated in some way to better understand the course, etc. please get in touch with me before the course begins so I can work with you on this.

We look forward to seeing you at the class!