

Florida's Wildlife Contingency Plan for Oil Spill Response – June 2012
Wildlife Branch Positions in the Unified Command/ICS Organization

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Having an understanding of the National Interagency Incident Management System (NIIMS) and the Incident Command System (ICS) is critical for any person(s) who may be participating in an oil spill response in Florida. Within the Incident Command System (ICS) throughout the US, wildlife concerns during oil spill responses are addressed by both the Planning and Operations Sections of the Unified Command, The Environmental Unit and/or Wildlife Unit within Planning have a set of responsibilities and duties for planning the wildlife response and the Wildlife Branch within Operations have a set of responsibilities and duties related to the operations of the wildlife response. These two branches should be in constant communications with one another as well as with the Situation Unit and the JIC (Joint (Interagency) Information Center). The following job descriptions are offered in this plan as guidance for the person(s) taking these positions during an active spill response. Any persons who may be tasked to these positions should have ICS training to at least level 400, but preferably to level 700 for increased training in multi-agency participation events.

Environmental Unit Leader – Planning

Reserved-

Environmental GIS Analyst – Planning

Reserved-

Wildlife Branch Director -

- **State of Florida.** In the State of Florida it has been agreed that the Wildlife Branch Director position will be filled with a State or Federal Employee from one of the Trustee Agencies that resides and works in Florida and is well familiar with Florida's wildlife and fisheries species and habitats. An employee or contractor of the Responsible Party or Potentially Responsible Party acting as the Wildlife Branch Director is not acceptable to the State of Florida.
- **Local Interests.** Be careful to consider / include local wildlife interest groups whenever possible
- **Coordinate with Planning.** Work closely with specialist(s) in the Environmental Unit in the Planning Section
- **Anticipate Resource Needs.** Anticipate carcass retrieval / storage requirements; request equipment accordingly. Anticipate support efforts such as hazing; determine equipment vendors, lead times, facilities, etc.

Primary Duty: Responsible for minimizing wildlife losses during the spill response

Supervises: Assigned staff

Reports To: Operations Section Chief

Tasks & Responsibilities

- Upon assignment, **review responsibilities** and **check in** at designated check-in locations
- **Receive briefing** from immediate supervisor and organize, assign, and brief subordinates
- **Coordinate early aerial and ground reconnaissance of the wildlife** at the spill site and report results to Situation Unit Leader
- Develop the Wildlife Branch portion of the IAP
- Oversees selection and employment of wildlife hazing measures as authorized in the IAP
- **Oversees Recovery and rehabilitation of impacted wildlife**

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- Assist the appropriate wildlife trustee in organizing and coordinating wildlife rescue and rehabilitation operations. Oversee and coordinate activities of private wildlife care groups including those employed by the responsible party
- **Identify and maintain processing centers for evidence** - tagging, transportation, veterinary services, treatment, rehabilitation, storage, etc.
- Review Assignments lists (ICS 204) for Divisions / Groups within Branch. Modify lists based on effectiveness of current operations
- Brief Operations personnel in accordance with the IAP and assign specific tasks to Division / Group Supervisors
- Supervise Branch Operations
- Resolve logistics problems
- Report resource needs, surplus resources, hazardous situations, modifications to the IAP and significant events to Operations Section Chief

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- Form 204 Assignment List: Receive ICS 204 from Operations Section Chief (whose responsibility, along with the Resources Unit Leader, it is to produce). Review assignment list. Submit to Planning Section Chief (for inclusion in the IAP), Documentation Unit, and Display Center immediately after the Planning Meeting
- Form 214 Unit Log: Assign a member of your staff to complete the ICS 214. **Submit** to the Documentation Unit at the end of the Operational Period
- Form 214a Individual Log: Summarize your daily activities on the 214a. Submit to the Operations Section Chief and the Documentation Unit at the end of the Operational Period

Meetings

- Operations Briefing Assist with discussions as appropriate

Wildlife Recovery Group Supervisor -

Primary Duty: Responsible for coordinating the search for, collection, and field tagging of dead and live impacted wildlife and transportation of them to processing centers

Supervises: Assigned staff

Reports To: Wildlife Branch Director

Tasks & Responsibilities

- Upon assignment, **review responsibilities** and **check in** at designated check-in locations
- **Receive briefing** from immediate supervisor and organize, assign, and brief subordinates
- **Coordinate with the Situation Unit in conducting aerial and group surveys of the wildlife** population in the vicinity of the spill
- Supervise Deployment of acoustic and visual wildlife hazing equipment, as needed
- **Establish and implement protocols for collection and logging of impacted wildlife**
- **Coordinate transportation of wildlife to processing centers**
- Review Group assignments and incident activities with subordinates and assign tasks
- Brief the Wildlife Branch Director on activities and status of resources within the Group
- Ensure that the Resources Unit is advised of all changes in status of resources assigned to the Group
- Coordinate activities with other Groups
- Determine need for assistance for assigned tasks
- Resolve logistics problems within the Group

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- Form 214 Unit Log: Assign a member of your staff to complete the ICS 214. **Submit** to the Documentation Unit at the end of the Operational Period
- Form 214a Individual Log: Summarize your daily activities on the ICS 214a. Submit to the Wildlife Branch Director and the Documentation Unit at the end of the Operational Period

Meetings

- Operations Briefing (pg131)..... Assist with discussions as appropriate. **After this meeting, off-going field supervisors should be interviewed by their reliefs and by Operations in order to further confirm or adjust the course of the new shift's IAP.** Shifts in tactics and reallocating of resources may be made by the Operations Section Supervisor in whose purview they are under in order to adapt to changing conditions

Wildlife Rehab Center Manager -

Local Interests. Be careful to consider / include local wildlife interest groups whenever possible

Accurate Statistics. Maintain accurate quantity and status records for animals undergoing rehab

Report Often. Frequently report statistics to Situation Unit (Planning Section) for inclusion into ICS 209

Report Staffing Levels. Periodically, report Center staffing levels (no. of personnel) to Resource Unit Leader

Primary Duty: Responsible for receiving oiled wildlife at processing centers, recording essential information, collecting necessary samples, and conducting triage, stabilization, treatment, transport, and rehabilitation of oiled wildlife

Supervises: Assigned staff

Reports To: Wildlife Branch Director

Tasks & Responsibilities

- Upon assignment, **review responsibilities** and **check in** at designated check-in locations
- **Receive briefing** from immediate supervisor and organize, assign, and brief subordinates
- **Process impacted wildlife and maintain logs**
- **Collect information on the numbers, types, and status of impacted wildlife** and brief the Wildlife Branch Director
- **Coordinate the release of recovered wildlife**
- Review Group assignments and incident activities with subordinates and assign tasks
- Brief the Wildlife Branch Director on activities and status of resources within the Group
- Ensure that the Resources Unit is advised of all changes in status of resources assigned to the Group
- Coordinate activities with other Groups
- Determine need for assistance for assigned tasks & resolve logistics problems within the Group

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- Form 214a Individual Log: Summarize your daily activities on the ICS 214a. Submit both your 214a to the Wildlife Branch Director and the Documentation Unit at the end of the Operational Period

Meetings

- Operations Briefing Assist with discussions as appropriate