

FS Agreement No. 12-LE-11062100-005
 Modification No. 003

EXHIBIT A

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &
 FINANCIAL PLAN
 Between The
 PEND OREILLE COUNTY SHERIFF'S OFFICE
 And the
 USDA, FOREST SERVICE
 COLVILLE NATIONAL FOREST**

2015 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Pend Oreille County Sheriff's Office, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, Colville National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #12-LE-11062100-005 executed on April 5, 2012. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning January 1, 2015 and ending December 31, 2015.

Previous Year Carry-over: \$ 0.00
 Current Calendar Year Obligation: \$8,800.00
CY2015 Total Annual Operating Plan: \$8,800.00

I. GENERAL:

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principle Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Alan Botzheim, Sheriff Pend Oreille County Sheriff's Office P.O. Box 5075 Newport, WA 99156 Telephone: 509-447-1901 FAX: 509-447-5261 Email: abotzheim@pendoreille.org	Dawn Taylor, Administrative Assistant Pend Oreille County Sheriff's Office P.O. Box 5075 Newport, WA 99156 Telephone: 509-447-1909 FAX: 509-447-5261 Email: dtaylor@pendoreille.org

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Principle U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Robert Moelder, Patrol Captain Okanogan-Wenatchee National Forest 215 Melody lane Wenatchee, WA 98801 Telephone: (509) 664-9236 FAX: (509) 664-9283 Email: rmoelder@fs.fed.us	Shirley Tutino, LEI Program Assistant Okanogan-Wenatchee National Forest 215 Melody lane Wenatchee, WA 98801 Telephone: (509) 664-9324 FAX: (509) 664-9290 Email: stutino@fs.fed.us

Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

1. **Officer Wages:** Wages at the prevailing rate of \$67.33/hour.
2. **Equipment and Training:** Reimbursement rates for any equipment or training is not authorized at this time. These must be approved in advance by modification of this Operating Plan.
3. **Fire emergencies (Section III-B-1):** Payments will be based on the rates identified above or as dispatched on the fire incident.

II. PATROL ACTIVITIES:

- A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.
- B. Cooperator will assign a uniformed Officer(s) in a marked vehicle to provide investigative patrols and enforcement of State and/or County Statutes for the protection of the National Forest visitors and their property on the Newport-Sullivan Lake Ranger District.

Between May 15th and September 15th, provide approximately 20 hours per week. The area of patrols will vary. A minimum of 12 patrol hours should occur between noon Fridays and midnight Sundays. Patrols should generally occur during the afternoon and evening hours. The Cooperator has the authority to request adjustment of the patrol hours when unforeseen circumstances or emergency situations occur. Any changes to the schedule of services requested may be made with prior approval of the Forest Service representative. Patrols will be conducted in the following heavy use areas:

1. Developed Campgrounds:

Coverage should be at varied times with both day and night patrols, visible to the public with no set pattern. Some emphasis patrols should occur between the hours of 6:00 a.m.



and 12:00 a.m. midnight. The objective is to provide security for the forest visitor and to establish a visible presence to discourage vandalism, harassment and other unacceptable behavior in the campgrounds.

2. Trailheads:

Coverage will be provided at various times of day and night with no set pattern. The objective of this coverage is to establish a visible presence, provide security to forest visitors and prevention of vandalism, harassment and other unacceptable behavior.

3. Dispersed and Undeveloped Campsites and Use Areas:

These sites are numerous and patrols should provide coverage at varied times with no set pattern. Some emphasis patrols should occur between the hours of 6:00 a.m. and 12:00 a.m. midnight. The objective is to establish a presence, prevent vandalism and provide for public safety and order.

4. Forest User Contacts:

Patrols should include personal contacts with the public as the opportunity occurs. It should include campers, hunters, fishermen, firewood cutters, ORV/ATV operators and other recreationists.

Total reimbursement for this category shall not exceed the amount of: **\$8,800.00.**

III. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the cooperator, whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.
1. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team



managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.

2. **Group Gatherings:** This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

IV. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. The Cooperator will submit invoices for reimbursement of services provided under Section II of this agreement monthly.
- B. **Supporting Documentation:** The supporting documentations shall provide sufficient detail to allow the U.S. Forest Service to identify reimbursable expenditures authorized under Sections II and III of the Operating Plan and shall include the following:
 1. Incident number with details of incident
 2. Activity reports or patrol log with dates of service
- C. **Billing for Fire Emergencies:** For reimbursement of services provided under Section I-B-1 of the AOP, the following billing procedure will be used:
 1. The billing for each incident shall include individual employee times, resource order and their agreement rate. Such times will be documented on Crew Time Reports, shift tickets or other agreed upon form, and must be approved by incident management personnel.
 2. Incident management personnel will prepare an Emergency Use Invoice and, upon concurrence of the Cooperator, will submit the invoice for payment along with all required documentation using normal incident business procedures.
 3. The designated representative, IMT official, or a designated Forest Incident Business official will approve the invoice and submit to the Albuquerque Service Center, Incident Finance, for payment along with a copy of the current Operating Plan.



D. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$8,800.00	N/A
Fire support	As Needed	N/A
Total	\$8,800.00	N/A

E. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. See *Cooperative Law Enforcement Agreement Provision IV-D*.

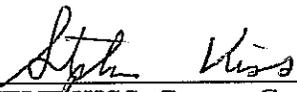
In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

ALAN BOTZHEIM, Sheriff
Pend Oreille County Sheriff's Office

Date

LAURA JO WEST, Forest Supervisor
U.S. Forest Service, Colville National Forest

Date


STEVE KISS, County Commissioner/Chairperson
Pend Oreille County, District 3

2/2/2015
Date

BARB SEVERSON, Special Agent in Charge
U.S. Forest Service, Pacific Northwest Region

Date

The authority and format of this agreement (12-LE-11062100-005, Mod 3) have been reviewed and approved for signature.

KEVIN WORTH
U.S. Forest Service Grants Management Specialist

Date

**Burden Statement**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.