WildCAD-E **Users Guide** for Center Admin





Version 1.809.0

February 2025

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Center Admin User Guide

Introduction

Welcome to *WildCAD-E*, the web-based Computer-Aided Dispatch (CAD) system developed by Bighorn Information Systems for wildland fire agencies and targeted for Emergency Communications Centers of all sizes.

The purpose of this document is to assist the Center Administrator with the initial setup and subsequent maintenance of *WildCAD-E*. Dispatchers who will be using *WildCAD-E* should refer to the *WildCAD-E* User Guide for information on how to operate the software.

Please note that the Center Admin tab in *WildCAD-E* will only be visible with Center Admin access from iNAP.

The following pages will guide you through the various menus in *WildCAD-E* for Center Admin.

Format of the Center Admin User Guide

The *WildCAD-E* User Guide for Center Admin is structured to guide the Center Admin through each menu item. It is divided into multiple parts, with each part containing associated steps to lead the user through the process effectively.

User's Environment

<u>Considerations to Ensure Continuity in the Use of WildCAD-E and Workspace</u> <u>Suggestions for the User</u>

- Dispatchers need a computer with either a Google Chrome or Microsoft Edge browser.
- Ensure the browser used is the most current version.
- Field employees doing rostering can use a computer, tablet or phone.
- Two computer monitors available to *WildCAD-E* allow the dispatcher to drag items to a separate monitor.
- A cell-based hotspot is recommended for backup in the event the user loses internet connectivity.
- A fast internet is essential. Test your internet speed at <u>www.speedtest.net.</u>
- Users will be automatically logged out of WildCAD-E after eight hours of inactivity in the system.

iNAP FAM Profile Management Access

WildCAD-E users with Center Administrator role use their iNAP FAM Profile Management screen to:

• Assign centers and roles.

- Approve or deny user requests and grant access, even when a user has not previously requested it.
- Approve access requests submitted by users and grant access to their dispatch center for users who have not requested access.

Alternate Authentication (FAMAuth is unavailable)

 Alternate Authentication (See Appendix V) features to allow users to log into WildCAD-E using an alternate secure method, if FAMAuth is experiencing an outage and is unavailable.

WildCAD-E Roles

- **Center Administrator** provides access to the Center Admin menu.
- Dispatcher allows access to all dispatcher-related screens.
- **Roster** provides access to just rostering capabilities in *WildCAD-E*.

A dispatcher who will also roster will need both the Dispatcher role and the Roster role.

Application Security Splash Screen

The user will now be presented with a page of security and appropriate use behavior information that must be agreed to before entering the application.

Home Page

The **Home page** is divided into three major sections: 1) the ribbon across the top, 2) the Icons, and 3) the pull-down menu or the "Hamburger" menu (≡), which displays the pull-down menu. See the User Guide for Dispatcher for more details regarding the Home Page.

Figure 1 - Home Page Ribbon shows System, Status of CAD, About, User and Dispatch Center (L-R)



Figure 2 - The Icons

 Home
 Wildland Computer-Aided Dispatch Enterprise^{v.1.805.0} OWF OAT BUILD
 CAD Online | About | Help |. bbooher@bighorn.info (CALPCC)

 Image: Image

Figure 3 - The Hamburger is located above, and to the left of, the Icons.

Ноте	Wildland Computer-Aided Dispatch Enterprise ^{v.1.805.0} OWF OAT BUILD	CAD Online About Help .bbooher@bighorn.info (CALPCC)
· • • • •	0	

Figure 4 - The "Hamburger" symbol opens this pull-down menu.

	,	Home
		v v v v v v v v v v v v v v v v v v v
	Мар	
	Phone Directory	
	Text/Email	
	Daily Routines	
	Roster	
	Center Admin	
	Reports	
>	Links	

Click on "Center Admin" (Figure 4) which allows access to:

- Maps
- Phone Directory
- Text/Email
- Daily Routines
- Roster
- Center Admin
- Reports
- Links

By entering the Center Admin mode, the user can access the Center Admin menu. The Center Admin menu will open into its own tab (Figure 5). The application browser tabs now include the environment if you are logged into one of the lower environments - for example *WildCAD-E* OAT.

Figure 5 - Center Admin is the first level pull-down menu.

<	Center Admin
 Configure Map Configure WildCAD Center Operations Resources Response Areas Dispatch Configure Incident Tabs 	Center Admin Make a selection on the left to continue

The first level pull-down menu provides the user with access to each of the topics identified above (in Figure 5) and will be accessible after you select the specific topic:

- Configure Map
- Configure WildCAD
- Center Operations

- Resources
- Response Areas
- Dispatch
- Configure Incident Tabs

The second level pull-down menu for Center Admin (Figure 6) is to the right. From this menu, the user accesses the menu sub-topics.

Figure 6 - Second level pull-down menu for Center Admin

 Configure Map Point Data Hazards Custom Layers Place Names Milepost Configure WildCAD Preferences Incident Type Center Operations Dispatchers Links Phone List Categories Daily Log Categories Daily Log Categories Text/Email Addresses Text/Email Preset Messages Versources Units Sub Units Dispatch Locations Lineup Groups Resources Units Sub Units Dispatch Locations Lineup Groups Resources Admin Station Dispatch Priority Rotation Builder Match Resources to IRWIN Response Level Areas Response Level Areas Response Levels Dispatch Strategy Resource Status Configure Incident Tabs Batch Comments Area Notifications Frequencies Fires Tab ICP Phone Cats Numbers Questions Contracts Moure Uns Sub Units Sub Units Sub Units Dispatch Strategy Response Levels Dispatch Response Types Response Types Response Levels Dispatch Response Types Response Types Response Types Response Types Response Types Response Levels Dispatch Response Types Response Types		,	Center Admin
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ICP Phone Cats Numbers Questions Contracts Move Lips		Fires Tab	
Numbers Questions Contracts		ICP Phone Cats	
Questions Contracts		Numbers	
Contracts Move Lins		Questions	
Move Lins		Contracts	
more opp		Move Ups	

Part I: Configure Map

The Center Administrator can maintain five types of center-specific data layers:

- 1. Point Data
- 2. Hazard
- 3. Custom Layers
- 4. Place Names
- 5. Milepost

When any of these layers are updated, the map page needs to be refreshed to show the updates. Map layers that are added from services outside of *WildCAD-E* may take longer to load when the map shows large areas of land. For the best results, zoom in before trying to turn on a layer.

Point Data, Hazard and Place Names

Point Data, Hazards and Place Names are maintained similarly. Point Data and Hazards show up in the layers list under WildCAD Data (if there is data for the category). Place Names can also be added and searched within the Find Icon.

Navigate to the maintenance screen:

- Allows users to add, edit and delete from the maintenance screen.
- Click a row (do not select the check box) to view the point on the map.
- Double click inside the row to start editing the attributes. When editing the Lat/Lon, you can preview your change by tabbing out of the cell.
- Click the save icon to keep the changes or the X icon to cancel the changes.

Figure 7 - Point Data allows the user to view the point on a map.

Point Data									
III COLUMNS 〒 FILTERS ■ DENSITY → EXPORT	Helibase	Lookout	ATB	VOR	Hospital	Burn Center	Trauma Center	Latitude	Longitude
2C HELIBASE FHL	yes	no	no	no	no	no	no	36.000801	121.234901
ALMA HELIBASE	yes	no	no	no	no	no	no	37.166668	121.983330
AMEDEE (HERLONG)	no	no	no	yes	no	no	no	40.268333	120.151665
APPLE VALLEY HELIBASE	yes	no	no	no	no	no	no	34.583332	117.166664

Figure 8 - When Point data is entered, the location is viewable on the map.

ARCATA	no	no	no	yes	no	no	no	40.981667	124.106667
ARROYO GRANDE HELIBASE	yes	no	no	no	no	no	no	35.200001	120.416664
ASH MT HELIBASE	yes	no	по	no	no	no	no	36.570999	118.824997
AVENAL	no	no	no	yes	no	no	no	35.646667	119.978333
BAKERSFIELD AIRPORT	no	no	no	yes	no	no	no	35.433601	119.056602
BALD MOUNTAIN HELIBASE	yes	no	no	no	no	no	no	38.150002	120.083336
BASELINE HELIBASE	yes	no	no	no	no	no	no	37.924999	120.529999
BATTLE MOUNTAIN	no	no	yes	no	no	no	no	40.598335	116.873337
BATTLE MOUNTAIN	no	no	no	yes	no	no	no	40.570000	116.921669
					Saucento	Sept Septor	rroyo'Gt ^{an} de cree		Hi Moufitain R

Add or Modify the Hazards Layer

Navigate to the maintenance screen.

- Click on a row (**do not** select the check box) to view the point on the map.
- Double click inside the row to start editing the attributes.
- When editing the Lat/Lon or the radius, the user can preview changes by tabbing out of the cell.
- Click the "Save" icon to keep the changes or the "X" icon to cancel the changes.

Figure 9 - Double click inside the row to begin editing attributes.



Custom Layers

Add or Modify Custom Layers

Figure 10 - Select either a zipped shapefile or a URL to add a custom data layer.

Sustom Layers					
lelect Laver Source					
None					
Zipped Shapefile	Display Field	Display Order	Zoom Level	Line Color	_
URL	Disbials Lieu	999	0	black	- ±

Custom data layers can be added by either uploading a zipped shapefile or adding a URL from various web-hosted map layers. To do so, navigate to the maintenance screen.

- Select either a zipped shapefile or a URL. To upload a zipped shapefile, it must have at least these 4 file extensions: .shp, shx, .dbf, and prj. The URL must be valid.
- Once you select the shapefile option, you can browse to the zipped shapefile location.
- Enter the Layer Name, Display Field, Display Order, Zoom Level and Line Color. The URL will not show a Line Color
 - The Display Field text is case insensitive. The user can type text using either upper- or lower-case text and the field will show up in the map footer.
 - Added space trimming for layer names that were getting entered with leading or trailing spaces. The spaces caused issues with the legend layer on the map.
 - An error message will display map layers uploaded at center where the display fields, set in the layer's maintenance page did not exist in the shapefile.
- Added user messages will appear notifying user to handle the case where a custom layer was added but the data was not actually saved by WildCAD-E on the back end. With this scenario, if the user clicked on the layer to view, the map could freeze. The user will now get a message that the layer should be removed and then added again.
 - You may also specify a "Zoom Level" parameter.
 - At zoom level zero (0) the base map will display the entire globe.
 Each click of the "plus" sign will increase the zoom level by one (1)
 zoom level and one click of "negative" sign will decrease the zoom level by one.

- When first opening the map layer the zoom level will be automatically set to the predetermined zoom level.
- Click the upload icon ¹ button.
- When adding a new layer, the layer name and attribute are only removed after the upload is completed.

Figure 11 - Center data layers can be added by uploading a zipped shape file or using a URL.

Custom Layers					
Select Layer Source File Name					
Zipped Shapefile CALPCC_GIS.zip					
Choose Display Preferences:					
Layer Name	Display Field	Display Order	Zoom Level	Line Color	
Counties	COUNTY_NAM	999	0	red	

- To view the file, click on the row in the grid on the right side of the screen (not the check box).
- Use the grid on the left side of the screen to make changes to the row.
 - Save the changes.
- Click the row in the grid on the right to view the updated file.

Figure 12 - After refreshing the home page, the layer should now be added to the Center data.



Place Names

Add or Modify Place Names

Navigating to the maintenance screen:

- Allows users to add, edit and delete from the maintenance screen.
- Click a row (do not select the check box) to view the point on the map.
- Double click inside the row to start editing the attributes. When editing the Lat/Lon, you can preview your change by tabbing out of the cell.
- Click the "Save" icon to keep the changes or the "X" icon to cancel the changes.

Figure 13 - Place Names allows the user to view the point on a map.

+			
	OLUMNS \Xi FILTERS 🧮 D	ENSITY 🕁 EXPORT	
	Description 1	Latitude	Longitude
	Big Sur	36.181667	121.64167
	Burns Creek	36.14207	121.65371
	Mount Lowe	35.31941	120.60125
	Burns Cre		

<u>Milepost</u>

Add or Modify Milepost Layers

Navigate to the maintenance screen.

- Milepost can be added by uploading a CSV (comma separated value) file to either add to or replace their current milepost data.
- The CSV file needs to have no column headers and contain 4 columns in this order: Road Name, Milepost #, Latitude, Longitude (positive number).

Figure 14 - Example of CSV file.



Figure 15 - Select CSV file to add milepost data.

Milepost				
Browse for File	File Name			 Delete all Existing Records First?: Yes No
COLUMNS Road Name	FILTERS DENS Milepost	EXPORT	Longitude	

Select the CSV file.

Figure 16 - In this example, if the CSV file is selected all existing records will be deleted.

Ailepost				
F Browse for File	ile Name filepost_LPF.csv			 Delete all Existing Records First?:
Road Name	FILTERS DENS	EXPORT	Longitude	

- Select either Yes or No "Delete all Existing Records First" Yes will replace all records. No will just add new records.
- Click the upload icon ¹/₂ button.

Figure 17 - The results of the upload.

Milepost						
Browse for File	File Name				Delete all Existing Reco	ords First?:
Road Name	∓ FILTERS ■ DENS Milepost	ITY 🕁 EXPORT	Longitude			
101	297	34 4446	119 9554			1
33	14	34,4479	119.2711			
154	31.2	34,4549	119.7665			
33	13.7	34.4553	119.2769			
Additing Store		ices have		1		
	and by	cam	1 5-1	10	1000	Service of the servic

Response Area GIS Layer (Zip File)

The response area zipped shapefile must have at least these 4 file extensions: .shp, shx, .dbf, and prj.

The shapefile .dbf must contain one attribute called "Code" with a maximum length of 6 characters. This is the only attribute used by *WildCAD-E*. Any other attributes in the table will be ignored.

The values in the Code attribute of the shapefile should match the currently used values in the Response Area table (Center Admin/Response Areas). Matched values are used when:

- using the Map find panel to search for a response area and drop a point.
- populating the response area for an incident when starting the incident from the map

Part II: Configure WildCAD

Preferences

The System Administrator can manage the following *WildCAD-E* settings on the "Preferences" panel.

Figure 18 - System Administrator Preferences Panel
--

Note: Dispatchers will need to refresh their applications to see all changes m	ade here		
System Administrator Choices	New Incidents	Text/Email Options	Map Options
 Allow Edit of Status Date/Time On Incidents Allow Edit of Status Date/Time On Incidents Allow Edit of Incident IC Tab Allow Edit of Incident Log Allow Fattorovial Resource from Incident. Allow Changing Incident Dispatcher Shave Neu Le Dutton on F7 Status Allow F11 Neu L E Chefund Roports Show Time Datalis Shave Vieu Lications. even if not In area Default F5 Assist to True Enable Resource Command Line Panel 		CALIPF CALIPF Prepanded message will not show until sent.	Set Default State and Mendian for TAPS Search Unive California • San Bern • Set Default UTM Search 11 • • • • • • • • • • • • • • • • • •

System Administrator Choices

System Administrator Choices - by checking the correlating boxes, the System Administrator allows the following:

- Allow the Edit of Status Date/Time on Incidents. Dispatchers will be able to edit the status, date, and times on incidents.
- Allow Edit of Daily Log Entries. Dispatchers will be able to edit the Daily Entries on incidents.
- Allow Edit of Incident Tab. Dispatchers will be able to edit the IC Tab on incidents.
- Allow Edit of Incident Log. Dispatchers will be able to edit Incident Log entries.
- Allow Removal of Resource from Incident. Dispatchers can remove resource(s) from an incident and delete all Action History for those respective resource(s).
- Allow Changing Incident Dispatcher. A change in Dispatchers.

- Show New Law Enforcement (LE) Button on F7 Status. Displays the "NEW LE" button when a resource is selected on the Resource Status screen.
- Allow F11 New LE. Enables the F11 key.
- **Incident Reports Show Timer Details.** The Incident Report will show all timer details of the timers associated with the incident.
- Show all notifications, even if not in the area. Shows all notifications for any area.
- Default FS Assist to True. Every new incident will automatically check "FS Assist" on the Fiscal Tab.
- Enable Resource Command Line Panel. This feature allows a dispatcher to status a resource from a command line (i.e. "ENG11 AQ" command sets the status for ENG11 to Available Quarters)

New Incident

- The check box allows you to set a 2-digit calendar year prefix to every incident number that has been removed and will be enhanced in a future software release. In the meantime, the center can manually adjust their incident numbers to include the CY.
- Set the **Default Unit** and **Default Incident Type**. Note: This global Default Unit can be overridden by the per-user Default Unit on the Dispatchers screen.
- Last Incident Number # means the next incident number assigned will be this number plus one. The number will then be automatically increased.

Fire Numbers

• Are auto assigned either by Center or Unit.

Who Responds First from a Station?

• Select either Home or Visiting Resources.

Incident Report Show Resource Detail

• Set this as a yes, no or ask.

LE Timer When

• LE Timers set to start on what resource status.

Auto Timer for LE

• Choose yes, no or ask.

Test/Email Option

 Provides the user the opportunity to start every text message with a short, prepended message. Without a prepend message, the default is blank (null).

Map Options

- Set a default state and Meridiam for T/R/S searches.
- Set the default UTM zone for the center. This value is used as the default zone when searching by UTM on the map find panel. The length limit of 2 is set for the UTM Zone. Click the "Save" bottom to save the UTM Default.

Incident Types

Figure 19 - Incident Types

ncide	ent Type			
۵	×			
	UNNS 👳 FILTERS 🧮 I	DENSITY 🕁 EXPORT	Display Order 1	Response Type
Π	FI - Wildfire	lightRed	10	FIRE
	FI - Structure Fire	lightRed	20	
	FI - Vehicle Fire	lightRed	30	
		114 m (117 m)		
	FI - Non-Statistical/Other	lightRed	45	FIRE
	FI - Non-Statistical/Other Smoke Chk	lightRed gray	45 49	FIRE

Enter the appropriate information in each column, as follows:

- Incident Types Incident Types are set and cannot be changed. Appendix III - Incident Types contains the current list. Some Incident Types will have "Expired" dates, which will allow for searching, editing, and reporting incidents with expired types.
- Colors Use the pull-down to change to the desired color for your center.
- Display Order Enter the sequence number, so this order will be displayed in Incident Panel. The display order will show "none" for incident types that have not been given a display order. All incident types that do not have a display order will be sorted to the bottom of the list in ascending alphabetical order.
- Change the Center's Color Double click on the color; then, use the pulldown to change the color to the desired color for your Center.
- Response Type Use the pull-down to change to the desired Response Type controlling the Dispatch Strategy.
- Save your work.

Part III: Center Operations

Figure 20 - Center Operations Pull-down Menu



Dispatchers

The dispatcher list is initially imported from WildCAD6, and thereafter reflects people authorized in iNAP who then login to *WildCAD-E*. The Center Admin can edit the following, but the Center Admin cannot add a dispatcher:

- Unit default unit when this dispatcher starts an incident (overrides the system-wide default set on Properties).
- LE Authorized yes or no pull-down)
- Initials free text.

Figure 21 - Center Admin can add Links for use by Dispatchers using either a file path or URL.

Dispatchers				
III COLUMNS 〒 FILTERS DENS	TY 🕁 EXPORT	Unit T	LE Authorized	Initials
gmaddux@bighorn.info	Gary Maddux	CALPF	yes	GM
samagibb@gmail.com	Samantha Marantan	CALPF	no	SM
steven.c.dailey@saic.com	Steven Dailey	CALPF	no	SD
william.t.nesbitt@saic.com	William Nesbitt	CALPF	ves	WN

Links

In *WildCAD-E*, the Center Admin can create an optional new menu called, "Links." The "Links" menu can contain a second-level menu (a "group"), using either a URL or a file.

Figure 22 - Center Admin can create an optional menu called, "Links."

ŧ	Center A	dmin				Wildland Comp
Links						
+	Î	8	×			
III co		FILTER		SITY 🕁 EXPORT		
	Menu 🛧		Sub M	enu	URL	Display Order 个
	AGENCY	69	Los Pa	dres Home Page	http://fsweb.lospadres.r5.fs.fed.us/	10
	AGENCY	6 C	Forest	Service Web Page	http://www.fs.fed.us/	20
	AGENCY	e.	WildCa	AD-F Training	http://training.wildcad.e.net/	30

• To add a new item, select the appropriate button and enter the label to appear on the menu. If it is a URL or a file, enter the appropriate path.

Figure 23 - Links allows the user to select the appropriate button and enter the label to appear on the menu.

≡	Center Admin			Wildland Computer-Ai
Links				
+	1	×		
	LUMNS = FILTER	S 📃 DENSITY 🛃 EXPORT		
	Menu	Sub Menu	URL	Display Order
	AGENCY	Bighorn Site	http://google.com	5
	AGENCY	Forest Service Web Page	http://www.fs.fed.us/	10
	AGENCY	BLM Web Page	//google.com	30
	AGENCY	FAM PSW	www.fs.fed.us/r5/fire/	40

Phone List Categories

Figure 24 - Phone List Categories

=	Center Admin
Phon	e List Categories
+	
	DLUMNS 🛨 FILTERS 🗮 DENSITY 🕁 EXPORT
	Category
	WildCAD Support
	LP personnel
	LP buildings
	Other Fed

To add categories within a Phone List Category, the Center Admin will choose the following:

- Categories
 - Click the "+" and Enter Category
 - Click "Save" to add the category to the list.

To add choices within Choices Within a Category, the Center Admin will choose the following:

- Select a Phone Category from the pull-down.
 - Enter a description.
 - Click "Save" to add to the list.

Figure 25 - Phone List Categories and Choices within a Category

Choic	Choices Within a Category					
Phone Cate	gory					
Misc		Ŧ				
+	Î	8	×			
	Descript	FILTER	rs 📃 density 🕁 export			
	Bighor	n Support				
	05					

Whiteboard

The Whiteboard is intended to be a place to post a few items of interest, typically for a day or other brief period.

There are three Whiteboard columns:

- 1. Description
- 2. WildWeb (Yes/No)
- 3. Display Order Expired (Yes/No)

The Center Admin may opt to show information on a Whiteboard category on WildWeb, which then is viewable to the public.

Caution: WildWeb is viewable by the public.

Figure 26 - Whiteboard is a place to post items of interest.

≡ Center Ac	dmin							
Whiteboard C	Whiteboard Categories							
+ 🖻	×							
		EXPORT						
Description	WildWeb?	Display Order	Expired? 1					
DO/ON CA	LL yes	10	no					
CLOSURE	S no	90	no					
MESSAGE	no	20	no					
FIRE INFO). no	30	no					

Daily Log Categories

Figure 27 - Daily Log Categories

=	Center Admin	
Daily	Log Catego	ries
+		
	DLUMNS , FILTER	Expired?
	Admin. Net/Support	no
	Aircraft	no
	Call Taker	no
	CORD	no
	EDSP	no

For each category:

- Enter Category Description
- Indicate if Expired (Yes or No)

Text/Email Addresses

Figure 28 - Text and Email Information is now available.

=	Center Admin							
Text a	Text and Email Addresses							
+								
	JUMNS 〒 FILTERS ☰ DEI	NSITY 🕁 EXPORT Text #/Email Address						
	LOWE, LINDA	2420982033						
	MADDUX, GARY	5438536525						

Text and Email names and addresses are entered by the Center Admin and then available in *WildCAD-E*.

For each address enter:

- Text / Email Name
- Cell Phone number or Email Address any entry which is precisely 10 numeric characters is sent as a text; anything else is sent as email.

Text/Email Groups

The group names are the potential recipients of your text and/or email messages. For each group enter:

- Group name.
- Then, click "Save."

Figure 29 - Groups are the text/email recipients.

≡	Cente	r Admin					
Text/E	Email C	€roup	s				
+	Î	8	×				
III COLUMNS 〒 FILTERS ■ DENSITY → EXPORT Group Name BIS Group BOLO Change Duty Officer							

Assign Text/Email to a Group

Using the pull-down to select a group name previously created:

- Select the group name.
- Select the emails for those who are members of that group.
- Move them to the "In Selected Group" By clicking on the ">" or move them back by clicking on the "<."
- Click "Save."

Figure 30 - Create a group and populate with names and emails.

Assign Text/Email to Groups							
Group BIS Grou	ip *			In Selected Group			
	Name	Address		Name	Address		
	AOKI, MATT ARES, JOHNATHAN	9407846618 5938860016		Booher, Brian Gary Maddux	7145575961 2842686513		
	BERRY, BRAIN BERRY, BRAIN	9602056995 4438820316	> <	L2	2262335994		
	BLAKE, JEREMY	5226627459	SAVE				

Text and Email Preset Messages

If the Center Admin routinely sends a certain type of message (e.g., the Morning Lineup), the Center Admin can create a list of preset messages, formatted with blanks for the dispatcher to complete prior to sending the message.

- Go to a line on this screen, enter:
 - The preset title followed by a colon (e.g., Agency Assist Medical:)
 - One or more prompts for the user to fill in, each followed by a question mark (e.g., District? Location? Age?). No colon is needed following the prompt.

Figure 31 - Add present, routinely used email and text messages.

	Center Admin Wildland Computer-Aided Dispatch Enter								
Text/Email Preset Messages									
+	Î	8	×						
	III COLUMNS 〒 FILTERS								
	Agency Assist Medical: Medical District: 2 Location: 2 Sec: 2 Age: 2 Units Involved: 2 Coop Involved: 2 Type of Medical? < MapLink>?								
	Agency Assist S&R: SAR District: ? Location:? Sec: ? Age:? Units Involved:? Coop Involved:? Describe Search?								
	AM Reso	ource Sum	imary: TO	TALS, Duty Officers:? Chief Officers:? Engines:? Crews:? Patrols:? INVF Patrols? Water Tenders:? Dozers:? AA:? AT:? HT:? Helicopters:?					

Part IV: Resources

The Resources sections include numerous grids which are configured by the Center Admin.

Figure 32- Resources Pull-down Menu

✓ Resources
Units
Sub Units
Dispatch Locations
Lineup Groups
Resource Types
Resources
Admin Station Dispatch Priority
Rotation Builder
Match Resources to IRWIN
Viewing Centers

Units

Figure 33 - Units Panel

RT			
Manage Incident?	Display Order 🛧	Last Fire Num	Incident Num Suffix
t yes	10		
yes	20		
S	DRT Manage Incident? Ist yes yes	DRT Manage Incident? Display Order ↑ Ist yes 10 yes 20	DRT Display Order ↑ Last Fire Num Ist yes 10 yes 20

Enter the appropriate information in each column:

- Unit enter free text (needs to match the NWCG standards).
- Name enter free text.
- Manage Incident -yes or no pull-down if you manage incidents for this unit.
- Display Order enter a number to create the order in which you want them to appear in Incident Panel.
- Last Fire Number Set last fire number assigned if fire numbers are per Unit.
- Incident Num Suffix As example, if more than one center dispatches for a state land office, the user might enter a B here and save it. Now, every incident this user creates for this unit will have the letter B at the end of the incident number. So, if the incident number would normally be 1582 and if it is for this unit, the incident becomes 1582B or 231582B with the year prefix.
- Save your work.

Sub Units

Use Subunits to identify the administrative areas (Such as Ranger Districts) for purposes of tracking the fires occurring on the area on the Fires tab of the Incident Panel.

L: au una	21	Culaunita	allancetha		~ ~ ~ ~ + ~	a audaumit
ridure	34 -	SUDUNIIS	allows the	user to	create	a subunit.

≡	Center	Admin							
Sub U	Sub Units								
+	8	×							
	III COLUMNS = FILTERS = DENSITY								
	Sub Uni	t Code ↓	Description	Expired?	Last Fire #				
	SRD		South Ranger District	no	15				
	MRD		Main Ranger District	no	10				

Enter the appropriate information in each column, as follows:

- Sub Unit Code is the short identification of the administrative area.
- Description is entered as free text.
- Expired? yes or no pull-down.
- Last Fire Number Set last fire number assigned.
- Save your work.

Dispatch Locations

Figure 35- Dispatch Locations

+	1 8	×				
		S 🗮 DENSITY 🕁 EXPORT				
	Code 个	Description	Lat	Long	Comment?	Earthuse
	03OTHERSO	MISCELLANEOUS UNIT	34.430801	119.865097		no
	99WOTHER	99 TEST IGNORE	37.952400	118.942000		no
	AASMX	14 LPF AIR ATTACK SMX	34.894901	120.457298		yes
	ANFLOSALAM	12 ANF36 LOS ALAMOS	34.700802	118.827599		yes
	APACHE	03 LPF APACHE STATION	34.858799	119.212502		yes
	APACHE75	10 LPF APACHE ENG 75	34.858799	119.212601		yes
	ARYOGRND	03 LPF ARROYO GRANDE STATION	35.199100	120.426201		yes
	ARYOSECO	03 LPF ARROYO SECO STATION	36.237202	121.483597		yes
	BIGSUR	03 LPF BIG SUR STATION	36.250401	121.779198		yes
	BIGSURB12	12 LPF BIG SUR STATION BC12	36.250401	121.779198		yes
	BRAZIL	21 LPF BRAZIL RANCH	36.376244	121.883118		yes
	CAMPDOR	21 I DE CAMD DOREDTS	32 465488	172 302100		wap
*	3 ^{001°}	eco Beat Mour Wildowe Study Ar	tan a		SK12	\$10

Dispatch Locations describes the location to which resources are dispatched.

- Enter the appropriate information in each column, as follows:
 - Code Initial Dispatch Location (Code an identifier)
 - Provide a Description
 - Provide the Lat/Lon in decimal degrees.
 - Longitude is assumed to be west.
 - No minus sign used.
 - Comment? for future reference.
 - Earth Use? Set to true if you want WildWeb to show this Dispatch Location (potential future enhancement.)
- Save your work.

Line Up Groups

Figure 36 - Lineup Groups

=	Cente	r Admin							
Lineu	Lineup Groups								
+	Î	B	×						
	LUMNS		s 🔳 o	ENSITY 🛃 EXPORT					
	Lineup	o Group Code		Description	Display Order <				
	MDD			LPF MONTEREY DIVISION	1				
	SLD			LPF SANTA LUCIA DIVISION	2				
	SBD			LPF SANTA BARBARA DIVISION	3				

Lineup Groups allow the user to do morning statuses by group. Lineup Groups are typically created for different Districts, Field Offices, etc.

Create a separate Lineup Group for each agency in your center, if the morning Line Up comes in separately for each.

To do so:

- Enter the appropriate information in each column.
 - Lineup Group Code
 - Description
 - Display Order number control the order on the Line Up Panel
- Save your work.

Resource Types

On the Resource Types panel, the Center Admin populates the information about each resource type used by the dispatch center.

Figure 37 - Resource Types (Fire, Other, LE, Medicaid, Structure, etc.)

≡	Center Admin									
Reso	Resource Types									
+	1	×								
		S 🗏 DENSITY 🛃 EXPORT								
	Code	Description	Display Order 🛧	Timer Min	Is Aircraft?					
	AA	AIR ATTACK	10	15	yes					
	ENG	ENGINE	20		no					
	DZ	DOZER	30		no					
	CRW	CREWS	40		no					

Enter the appropriate information in each column.

- **Code** is the name of the Resource Type
- **Description** is the description of the resource.
- Display Order is the number that merely controls the order in which responding Resources are listed on the Incident Panel.
- **Timer Minutes** is the default number of minutes for the Timer to run for each type of Resource.
- Is Aircraft? Use the pull-down menu and answer yes or no, as appropriate.
- Save your work.

Resources

Figure 38 - Enter all pertinent information in each column on the Resources Panel.

Resou	urces															
Select R	esource Stat	tus to Show:	Active Ina	ctive												
+	a															
<u> </u>	-															
111 0	NUMINS 7 F	LTERS I C	ENSITY & EXPORT													
	Code 🕹	Туре	Description	Unit	Home Loc	Lineup Seq	Lineup Grp	Resource Cal/Type	Current Location	Foreign Res	On Inc Rep	On WildWeb	Active	WildShare	Comment	FI File
	WT7990	WT	3,000 gals	CACDD	WT7990BASE	400	INTERIOR	Waterlender Type 2	WT7990BASE	no	yes	yes	yes	no		no
	WT56	WT	Type 2 FS# 7216	CABDE	WT56BASE	500	SANJAC	Waterlender Type 2	BDF52	no	yes	yes	yes	no		no
	WT234	WT	Type 2 1800 gals	CABDF	WT2348ASE	500	FRONT	Watertender Type 2	WT234BASE	no	yes	yes	yes	no		no

Enter the appropriate information in each column.

- **Code** is the *WildCAD-E* name of the Resource. Keep this as short as possible, since it will be displayed on numerous reports and lists. For example, consider E31, not ENGINE31LPF.
- **Type** is pull-down list that was created in the Resource Type Grid
- **Description** is the name or description of the resource.
- **Unit** is a pull-down list that was created in the Units Panel.
- **Home Loc** is a pull-down list that was created in the Dispatch Location Grid.

- **Lineup Seq** is the sequence control for the order in which Resources are listed on the Line Up Panel. This has nothing to do with the order in which they are dispatched merely the appearance on the screen.
- **Lineup Group** is a pull-down list that was created in the Line Up Group Grid.
- Resource Cat/Type is a pull-down menu used to select the Resource Category/Type. <u>This is required for any resources to be integrated with</u> <u>IRWIN.</u>
- **Current Location** is a pull-down list that was created in the Dispatch Location Grid.
- Foreign Res is a pull-down menu. Answer "yes" to indicate this resource is a foreign resource or "no," if not. Foreign resources are resources not from one of your units.
- **On Inc Report** is a pull-down menu. A "yes" means you want this Resource listed on the printed Incident Reports.
- On WildWeb is a pull-down menu. "Yes," if this Resource will show on the internet reports; and "no," if the Resource will not show on the internet reports from WildCAD-E, called WildWeb.
- Active is a yes or no pull-down. Select "Yes," if the Resource is active; and "No," if the Resource is no longer operational.
 - The user can toggle between viewing/editing resources that are either Active or Inactive. Active resources are selected by default. This feature was necessary because if the center has too many resources for the browser to display, the resources page will not load.
 - Figure 39 Toggle button between Active and Inactive

Reso	urces					
Select P	besource Statu	n to Show: 🖲	Active 🔿 Itactive			
+	8 ×					
ш о	aunna 🔻 ra	1645 🗮 1646	нт 🕁 коон			
	Code 4	type	Description	(JH)	Home Loc	Le
0	WT7990	WT	3.000 gals	CACDD	W17990045E	
000	WIT7990 WIT98	WT WT	3.000 gals Type 2.PS# 7216	CAROP	WT79HIBASE WT56BASE	

- Resources cannot be set to inactive if they are assigned to an incident.
- If a resource is set to "inactive," and they are part of a group, the resource will be removed from the group.
- If the remaining group contains only 1 resource after a member is set to inactive, the group is cleared.

- WildShare allows any center to make the status of one or more resources available to other centers. In turn, a center can view the status of another center's shared resources. In the field called WildShare select Yes to indicate if a resource's status can be viewed by other centers. Select No to indicate if a resource's status cannot be viewed by other centers.
- **Comments** may be entered and edited in the space provided.
- **FI File** is a yes/no pull-down menu. A "yes," indicated that the Resource shown is by default used by the law enforcement Field Interrogation File panel.
- Save your work.

Admin Station Dispatch Priority

Figure 40 -Admin Station Dispatch Priority sets resource priorities by station.

≡ Center Admi	n	
Administrator S	station Dispatch Sequence	9
Res.Type Current Location	×	
	TERS 🗮 DENSITY 🕁 EXPORT	
Code	Description	Admin Disp Seq
E338LPF4X4	LPF Engine 338	1
E343LPF	LPF Engine 343	2

Sets resource priorities by station. To do so:

- Set the "Res Type."
- Select the "Current Location."
- Resources will then be shown.
- Enter the appropriate dispatch priority for each resource.
- Save your work.

Rotation Builder

Figure 41 - Builds rotation by resource type. Allows Center Admin to add, edit or delete the resources, as needed.

Rotation Types	Build Rotation
+ = - ×	Retation Type 22 T3 ENG. ROT.
III COLUMNS 〒 FILTERS ☰ DENSITY ➡ EXPORT	+ 11 ×
22 CA T1 CREW ROT.	III COLUMNS = FILTERS E DENSITY 🕁 EXPORT
22 CRWB ROT.	Sequence \uparrow Description
22 HELI. HISTORY	1 SLRD
22 S/T T3 ENG.ROT.	2 SBRD
22 T2 CREW ROT.	3 ORD
22 T2 DOZER ROT.	4 MPRD
22 T2 WT ROT.	5 MRD
22 T3 ENG S/T DESIGN	
22 T3 ENG. ROT.	
22 T6/7 ENG. ROT.	

Builds rotation by type of resource (engines, dozers, crews, WTs, etc.) and allows the user to edit, add or delete those resources.

In the panel "Rotation Types:"

- Enter the appropriate "Description" on a row.
 - Save your work.

In the panel, "Build Rotation:"

- Select the rotation type from the Pull-down menu.
- Enter the appropriate information in each column.
 - Add the Sequence
 - Provide the Description
- Save your work.

Match Resources in IRWIN

"Match Resources in IRWIN" allows the user to match the same resources in both the IRWIN and WildCAD systems. WildCAD Resources are on the left side of the page, and the IRWIN Resources are on the right side, matching the order that the user would select resources. In addition, when clicking a resource from either grid, if the resources have a match, the matching records from both grids will be highlighted green

Figure 42- "Matching Resources in IRWIN" allows you to match the same resource in both systems.

Res.Kind Crews	ADD MA	TCH DROP MATC	REFRESH								
WildCAD R	esources		ſ								
Columns T	FILTERS	DENSITY L EXPORT	Irwin RID	Match R	esources?	DENSITY LE EXPORT	Туре	Home Unit	Curr. Disp. Unit	Home Disp. Unit	Invin RID
AFV Crew 2	CALPE	Crew Type 2/1A	(613E9F3A-062E-	Maturi Internet resource CPG	a - veniana inc viui cravicer r	12 - 527	Type 2	CALPF	CALPCC	CALPCC	(9FFD4F77-3FA0-4C2E-8AD2-DA0
CRW1LPF	CALPF	Crew Type 1				2 - VANDENBERG REGULARS	Type 2	CAAFV	CALPCC	CALPCC	(A09BE316-9484-45AE-A58A-2D5
CRW3LPF	CALPF	Crew Type 1	(203278C1-1A5D-	Ok	Gancel	12 - 528	Type 2	CALPF	CALPCC	CALPCC	(34E1B085-14A3-44C9-AE0C-680
CRW4LPF	CALPF	Crew Type 1	(389C2F6D-2B1E			I - VANDENBERG CREW 2	Type 2 IA	CAAFV	CALPCC	CALPCC	(613E9F3A-062E-4853-B5B1-160
CRW527LPF	CALPF	Crew Type 2	(9FFD4F77-3FA0-			12 - SUNDOWNERS	Type 2	CALPF	CALPCC	CALPCC	(CD710152-31EA-40FE-A48D-71
CRW528LPF	CALPF	Crew Type 2	(34E1B085-14A3-44C	9-AE0C-680E140599D3)	Fire	CRW2 - SANTA YNEZ	Type 2	CALPF	CALPCC	CALPCC	(5BBD4645-BB36-4C82-97F2-090
CRW530LPF	CALPF	Crew Type 2	(6C580590-D3D6-483	BD-8EBD-ADC56CB11D5B}	Fire	CRWI - ARROYO GRANDE IHC	Type 1	CALPF	CALPCC	CALPCC	{203278C1-1A5D-4754-891B-118
CRW7LPF	CALPF	Crew Type 2	(3B772EA6-3860-486	0-BE2C-5535CA146CB3)	Fire	CRW2 - SANTA LUCIA	Type 2	CALPF	CALPCC	CALPCC	(3B772EA6-3860-4860-BE2C-553
CRW8LPF	CALPF	Crew Type 2	{CD710152-31EA-408	E-A48D-7166E1EF89B8}	Fire	CRW2 - 530	Type 2	CALPF	CALPCC	CALPCC	{6C5B0590-D3D6-483D-8EBD-AD
					Fire	CRW1 - LOS PADRES IHC	Type 1	CALPF	CALPCC	CALPCC	(389C2F6D-2B1E-4A70-BB87-E97
					Fire	CR2I - LOS PADRES	Type 2 IA	CALPF	CALPCC	CALPCC	(F7BFAEEF-C1C8-49C5-9863-120
					Strike Team	CST1 - LPF CST1 Test Resource	Type 1	CALPF	CALPCC	CALPCC	{1155AA76-5FD8-41F4-A94A-728
					Fire	CR2I - Ventana IHC	Type 2 IA	CALPF	CALPCC	CALPCC	{06986D6C-3F04-4B1F-82CD-1A2

Select the type of resource (Res Kind) from the Pull-down menu.

- Aircraft: Helicopters.
- Crews: IRWIN ignores primary ability for crews when performing match resources.
- Equipment: Include engines, dozers, water tenders, and tractor plows.

The panel will display all IRWIN resources whose **current dispatch center or home dispatch center belongs to you.** The WildCAD Resources are those whose **Resource Cat/Type** matches your Res Kind selection in the upper left, and whose Unit is one for which your dispatch center dispatches.

To **add a match**, select an IRWIN Resource and a WildCAD Resource. Choose "Add a Match."

Figure 43 - Drop a previously matched resource.

urcraft	ADD MAT	CH DROP MATC	HREFRESH								
WildCAD Re	sources			IR		1					
III COLUMNS 7	FLITERS	DENSITY & EXPORT			Drop IRWIN Match?						
Code	Unit	Resource Cal/Type	Irwin RID	C	Dros match from resource HEL5270 RE2	Type	Home Unit	Curr Disp. Unit	Home Disp. Unit	Invin RID	WC Res Code
AA07LPF	CALPF	Air Attack Platform	(41AE20C8-F60E-47C3-B020-CC78E5C5E6E4)			101100	Mountain				
HEL527LPF	CALPF	Helicopter Type 2	(ASE 116DA-88F5-4495-818F-198AC8CF042D)	R	Can Comme	Air Tadical	Aviation	CALPCC	CALPOC	(41AE20CB-F60E-47C3-B020-CC78E5C5E6E4)	AA07LPF
HEL528LPF	CALPF	Helicopter Type 2		1.00	OK Canta	87.07.08.07.94CT	Enterprises, LTD				
HEL530LPF	CALPF	Helicopter Type 2		H		Type 2 Standard	HellStream, Inc.	CALPCC	CALPCC	(74717333-7481-4235-B3D7-A03C6353A56E)	
HB-7KA	CALPF	Helicopter Type 1				Torre 2 Observational	Rogers	CHIPCC	CHIPCC		NEI 6121 DE
PIP Spangler	CALPE	Air Attack Platform		T MARLOS	11622-1101004	Type 2 Standard	Helicopters, Inc.	CALFOC	CALFOU	(Hat Hate and a second for Hate and and	Theorement

To drop a matched resource:

- Select the WildCAD Resource the user wants to drop from the match.
- Click the "Drop Match" button.
- To refresh any changes made, use the "Refresh" button.
 - Save your work.

Un-matching of resources:

Un-matching of resources is no longer allowed if the resource is currently rostered with at least one person, or the resource currently has a filled capability request. An error will be displayed when attempting to un-match these resources.

Figure 44 - Error if Resource is Rostered or on a Request.

WildCAD Re	/ildCAD Resources			IRWIN Res	Resource Error: Could not unmatch resource personnel first.	ce - remove all rostered	_				
III COLUMNS T	T FLITERS III			III COLUMNS		OK					
Code	Unit	Resource Cat/Type	Invia RID	Cat.			Home Unit	Curr. Disp. Unit	Home Disp. Unit	Irwin RID	WC Res Code
AA07LPF	CALFF	Air Allack Platform	(41AE20CB-F60E-47C3-B020-CC78E5C5E6E4)				Mountain				
HEL527LPF	CALFF	Helicopter Type 2		Fixed Wing	FV8AA - 690RA	Air Tactical	Asiation	CALPCC	CALPCC	(41AE20CB-F60E-47C3-B020-CC78E5C5E6E4)	AA07LPF
HEL528LPF	CALPF	Helicopter Type 2					Enterprises, LTD				
HEL530LPF	CALPF	Helicopter Type 2		Helicopter	HE2S - H7148H	Type 2 Standard	HelStream, Inc.	CALPCIC	CALPCG	(74717333-7481-4235-B3D7-A03C6353A56E)	
HB-7KA	CALPF	Helicopter Type 1		Maliconter	MERC MONTAN	Time 2 Standard	Rogers	CHIPCC	CALPCC	UNSERVICES AND AND AND ADD ADD ADD ADD	
PIP Spanoler	CALFF	Air Atlack Platform		rouncepter	These Providence	Type 2 Startouro	Helicopters, Inc.	0427-00	Charlos	(hat manyour sensitive in manyour react)	

Viewing Centers (WildShare)

- The Center Administrator configures which centers and resources they would like their dispatchers to be able to view.
- Select the Dispatch Center.
- Select the resources to be viewed in the WildShare panel. In this example the CALPCC Resource is being shared with CASBCC.
- Click Save

Figure 45 - Viewing Center Configuration

/iewi	ng Centers			
Dispatch	Center	_	_	
CALPC	C	- Save		
	8 A 10	0.000		
elect an	d save resources	to view them i	n the WildShare	panel

Part V: Response Areas

Figure 46 - Response Areas Pull-Down Menu



The Response Areas section includes two grids which are configured by the Center Admin. They include:

- Response Level Areas
- Response Areas

Each Response Area "lives" within one Response Level Area (RLA). If, in fact, the Response Area contains two or more RLAs, the user should either divide the Response Area into more than one or choose one RLA to represent the fire danger for the entire Response Area.

Response Level Areas

Figure 47 - Response Level Areas panel.

≡ Center Adn	nin
Response Lev	el Areas
+ 🗊 🕯	3 ×
	ILTERS 🗮 DENSITY 🕁 EXPORT
□ Code ↑	Description
507	FDRA 507
512	FDRA 512
514	FDRA 514
560	FDRA 560

Response Level Areas are areas with common fire danger rating indices. For each Response Level Areas enter:

- Code
- Description
- Save your work.

Response Areas Panel

Figure 48 - Response Areas Panel with Information Populated and Associated Map

CO	LUMNS 🛨 FILT	ers 🗮 density 🕁 expor	T					
	Code 🛧	Description Y	Latitude	Longitude	Level Area 🔻	Dispatch Location	Is Active	Comment
	510	MT. PINOS DIVISION	34.685400	118.917000	651	LSALAMOS	yes	
	54	MT. PINOS DIVISION	34.863100	119.020000	651	CHUCHUP	yes	
	57	MT. PINOS DIVISION	34.809200	119.109000	651	CHUCHUP	yes	
	58	MT. PINOS DIVISION	34.782400	118.968000	651	CHUCHUP	yes	
	58A	MT. PINOS DIVISION	34.788900	118.868000	651	LSALAMOS	yes	
	59	MT. PINOS DIVISION	34.686300	119.126000	651	CHUCHUP	yes	
		FRA	ZIER MOUNTA		N	- Contraction of the second seco	ee onv	

Response Areas - Data Entry

To populate this panel, enter the following information:

- Code: It is crucial that the "Code" (ID) entered for each Response Area is precise and matches the information in the Response Area GIS layer attribute table.
- **Description:** Enter a name or description of the area.
- Latitude / Longitude: The longitude is assumed west (no minus sign) and is entered in decimal degrees. This location represents the workload (e.g., fire occurrence) within the response area.
- **Level Area:** Select the Response Level Area for each Response Area from the Pull-down list of RLA's you previously created.
- Dispatch Location: When Resources become "Available" from an incident, their location will be set to this station for the purpose of dispatch priority.
- **IS Active:** The user represents the Response Area remains valid by setting to "Yes." If the Response Area is no longer valid, select "No."
- **Comment:** This is merely for the Center Admin's use and does not show elsewhere.
- Save your work.
- **NOTE:** The Response Areas have historical value, and therefore cannot be deleted from the database. Instead, use "no," which is set Active = false.

Part VI: Dispatch

Figure 49 - Dispatch Pull-Down Menu



The Dispatch section includes numerous grids and panels which are configured by the Center Admin. They include:

- Response Types
- Incident Subtypes
- Response Levels
- Dispatch Strategy
- Resource Status

Response Types

The Dispatch Strategy is developed by Response Type, not by Incident Type, allowing you to use a Dispatch Strategy for more than one Incident Type.

For each response type, enter:

- Code
- Description
- Display Order
- Then, save your work.

Figure 50 - Response Type Panel allows the user to enter code, description and display order.

≡	Center Admin										
Resp	Response Types										
+	î D	×									
	DLUMNS \Xi FILTER	RS 🗮 DENSITY 🕁 EXPORT	Display Order \downarrow								
	FIRE	Fire	10								
	OTHER	Other problem	0								
	LAWENF	Law Enforcement	0								
	MEDAID	Medical Aid	0								
	STRUCTURE	Structure Fires	0								

Incident Subtypes

Use the Incident Subtypes to display a more detailed definition of the Incident Type; you may list as many Subtypes as desired for each Type.

For each Incident Subtype enter:

- Incident type
- Description
- Display Order
- Expired?
- Save your work.

Figure 51 - Incident Subtypes panel is where the user describes any Incident Subtypes.

≡	Center Admin											
Incide	ncident Subtypes											
+	î 8	×										
		S 🗮 DENSITY 🕁 EXPO	DRT		_							
	Incident Type	Description	Display Order	Expired?								
	Wildfire	Class A: Fire	200	no	-							
	Wildfire	Class B: Fire	210	no								
	Wildfire	Class C: Fire	220	no								
	Wildfire	Class D: Fire	230	no								
	Wildfire	Class E: Fire	240	no								
	Wildfire	Class F: Fire	250	no								
	Wildfire	Class G: Fire	260	no	-							
	Wildfire	Non-stat	262	no	_							
	Wildfire	Mutual Aid	262	no	-							

Response Levels

WildCAD-E allows you to develop standard responses based on up to six levels. Low, Moderate, and High (etc.) can be based on your choice of fire behavior or other factors. You may edit the Description of each Response Level to match the nomenclature you use in your center.

For each Response level enter:

- Code
- Description
- Display Order
- Active

Save your work.

Figure 52 - The Response Level panel is where the user sets the type of response by level (low, moderate, high, second alarm, etc.).

Resp	onse Level	s		
	×			
634				
	Code	ERS DENSITY 🕁 EXPORT	Display Order 1	Active
	Code	ERS DENSITY C EXPORT	Display Order 个	Active
	Code Code Low Mod	ERS DENSITY L EXPORT Description Low Response Moderate Response	Display Order 1 2	Active yes yes
	Code Code Low Mod High	ERS DENSITY L EXPORT Description Low Response Moderate Response High Response	Display Order 个 1 2 3	Active yes yes yes
	Code Low Mod High 2nd Al	ERS DENSITY L EXPORT Description Low Response Moderate Response High Response 2nd Alarm	Display Order 个 1 2 3 4	Active yes yes yes yes

Dispatch Strategy

The user will use this screen to configure which resources *WildCAD-E* recommends at the start of an incident. *WildCAD-E* will recommend resources based on:

- Response Area is determined by WildCAD-E, using the incident latitude and longitude, as compared to your Response Area GIS layer; and allows the user to select response areas that are active.
- Response Type (e.g., "Fire" or "Law Enforcement (LE)" Response Type is related to but different from Incident Type. Response types are groups of incident types.
 - **Example:** Response Types for a fire response could be used to build a preplanned response for wildfires, structure fires, or vehicle fires.
- Response Level (e.g., low, moderate, or high) is assigned each day to the Response Level Areas (RLA), which in turn is attached to an incident by the RLA of the Response Area, within which the RLA is located.
- The Closest Dispatch Locations to the response area.
- **Desired Quantities of Resources** are the desired number of a particular resource needed and are entered on the right-side panel.

How to Build the Dispatch Strategy

Figure 53 - Dispatch Strategy Panel

Dispatch S	ispatch Strategy								
Save All	Nonprioritized Locations	Prioritized Locations	Resources Based at	Group	Low	Mod	High	2nd Al	
Response Area									
vone *									
*		>							
		~							
		~							

To build a Dispatch Strategy, the user will follow the steps below:

Step 1: Build a Dispatch Strategy

Figure 54 - Step 1 to Build a Dispatch Strategy

≡	Center Admin	1				
Dispatch Strategy						
	Save All	N	onprioritized Locations			
Response A	vrea		20.31-03OTHERSL			
38	*		20.64-SMARIASBC32			
Response T	ype		20.64-STAMARIA			
FIRE	·		20.64-SMARIANBC34			
-			22.38-PINEWT			

- Select a Response Area from the Pull-down menu.
- Select a Response Type from the Pull-down menu.
 - NOTE: Initially, all dispatch locations will be listed under "Nonprioritized Locations," and ordered by the displayed air miles between the latitude / longitude of the Dispatch Location to the latitude / longitude of the Response Area.

Step 2: Prioritize Locations

Figure 55 - Step 2 in Building a Dispatch Strategy

Dispatch Strategy							
Save All	No	nprioritized Locations			Prioritized Locations		
Response Area		20.31-03OTHERSL			25.73-AASMX		
38 👻		25.73-OTHERLPCC			5.57-POZO		
Response Type		45.18-FIGUEROP38	>		5.12-HELOAG		
		50.86-CHUMASH	<		5.13-ARYOGRND		

If resources based on a dispatch location under "Nonprioritized Locations" might initially respond to an incident within a selected Response Area:

- To add that location, select the location and move it under "Prioritized Location," by using the ">" sign.
- To remove the prioritized location, select the location and move it back to the left, using the "<" sign.
- Use "up" and "down" to change the priority order.

Step 3: Desired Quantities

Figure 56 - Enter incremental quantities of resources by resource type at each Response Level.

Group	Low	Mod	High	2nd Al
ENG	1	2	2	5
CRW	1		1	1
PAT	1	1		
ОН	1	1		1
WT		1	1	
AA		1		
AT		1	1	
HEL		1	1	
INFO				
нт			1	
D7		1	1	

- On the left side of the Dispatch Strategy Panel, enter incremental (additional) quantities of resources by resource type to be sent at each Response Level.
 - Looking at the example above, one engine will be sent when a Response Level is set to "low," but an additional two (for a total of three) would be sent when the Response Level is set to "moderate."

Step 4: Review Typical Cumulative Response

Figure 57 - Typical Cumulative Response

Typical Cum	ulative Resp	onse Response Level Mod	-
AA ▼	PAT34LPF Q	BC34LPF	
AA07LPF	PAT37LPF Q	BC32LPF	
HEL▼	DZ▼		
HEL527LPF	DOZ3LPF		
ENG▼	WT V		
E331LPF4X4	WT23LPF		
E335LPF	CRW▼		
E337LPF	CRW3LPF		
PAT ▼	OH▼		
-			

The "Typical Cumulative Response" provides the user a list of recommended resources for a particular response level provided all resources are at home and available. To see the "Typical Cumulative Response" for a certain response level:

 Under "Typical Cumulative Response," to see a total response for "Moderate," click one of the Response Levels within the pull-down to see which resources will be recommended (if all resources are available at their home location).

Step 5: To review what resources are at a Dispatch Location

Figure 58 - Step 5 Resource by Dispatch Location

Prioritized Locations	Resources Based at PINECYN
25.73-AASMX	ENGV
5.57-POZO	E335LPF
5.12-HELOAG	
5.13-ARYOGRND	
220.49-CAMPROB	DOZ3LPF
22.29-PINECYN	WT V
22.36-PINEWT	WIZJLPF

- Choose a Dispatch Location in the "Prioritized Locations."
- View the resources under "Resources Based at."

You can copy dispatch location priorities or resource quantities from the work you did in a different Response Area. You can also copy dispatch location priorities from a different response type. In all 3 situations, the information is copied **INTO** the currently selected (in the far upper left) Response Area and Response Type.

Copy Priority Locations from One Response Area to Another

Figure 59 - Copy one Station Priority to Another Response Area.

OK to copy priorities from 39 to 35 with	n response type FIRE?	
Dispatch Strategy	ок	Cancel
Save All		
Response Area		
35 👻		
Response Type		
-		
Copy Priorities From Area: Response Area 39		
Copy Copy Quantities From Area		
Response Area		
None 👻		
Сору		

To copy dispatch location priorities from one response area to the response area presently selected in the upper left *ex. Area 35:

Under "Copy Priorities from Area."

- Select the Response Area from which to copy Dispatch Location priorities. (ex. Area 39)
- Click the "Copy" button (Red Arrow in Figure 59).
- From there you will be prompted with, "OK to copy priorities from (RA (39) with Priorities) to (RA (35) where you want the priorities copied).

Copy Quantities from One Response Area to Another

Figure 60 - Copy quantities to Another Response Area.

OK to cop	OK to copy quantities from 37 to 35 with response type FIRE?					
Dispat	ch Strategy	ОК	Cancel			
s	ave All					
Response Ar	еа					
35	*					
Response Ty	pe					
FIRE	¥					
Copy Prioriti	es From Area:					
Response Ar	ea					
None	~					
	Copy					
Copy Quanti	ties From Area:					
Response Ar	ea					
37	- /					
	_ 🖌					
	Сору					

To copy resource quantities from one response area to the response area (35) presently selected in the upper left:

- Under "Copy Quantities from Area."
- Select the Response Area (37) from which to copy resource quantities.
- Click the "Copy" button.
- From there you will be prompted with, "OK to copy resource quantities from (RA (37) with quantities) to (RA (35) where you want the quantities copied).

Resource Status

Figure 61- "Resource Status" is set to" yes or no," by the Center Admin to determine which status the Dispatch Center will use.

=	Center Admin	
Resou	urce Status	
8	×	
	UMNS \Xi FILTERS	DENSITY 🛃 EXPORT
	Avail Inc	yes
	Cover	yes
	Standby	yes
	Assgn Qtrs	no
	Delay30	yes
	Overnight	yes

Under "Resource Status," the Center Admin will select whether to use resource statuses in their respective dispatch center, as follows:

- In the "Use?" column, use the Pull-down menu to select:
 - o Yes, for use; and
 - o No, for do not use.
 - Save your work.

Part VII: Configure Incident Tab

Figure 62 - Configure Incident Tabs Dropdown menu.

100	
~	Configure Incident Tabs
	Batch Comments
	Area Notifications
	Frequencies
	Fires Tab
	ICP Phone Cats
	Numbers
	Questions
	Contracts
	Move Ups

The configure incident pull-down list includes numerous tabs, many of which can be configured by the Center Administrator.

Batch Comments

Figure 63 - Batch comments provide information to potential recipients of your texts and email messages.

Batch Comments:	Assign to Response Area by Re	Assign to Response Area by Response Type:	
	Comment Response Type None		Response Area Response Type None
+ 1 ×	Does Not Have Comment	Has Comment	Comment Sequence
Comment 1	Code 1 Description	Code	

Figure 64 - Use the Batch Comments panel to create comments for use with a variety of incident types and response areas.



- Batch Comments provide information which will show on an Incident's "Comments" tab. From this panel, the user can create comments by:
- Entering the comment.
- Click save.

Assigned to Response Area by Resource Type

Figure 65 - Batch Comments / Assign to Response Area by Response Type

Assig	n to	Respon	se Area by R	esponse
Comment	Ŧ	Response Type FIRE	*	
Does Not	Have	Comment	Description	n i
	41		SANTA BARBARA DIVISION	
	42		SANTA BARBARA DIVISION	>
	43		SANTA BARBARA DIVISION	<
	44		SANTA BARBARA DIVISION	SAVE

- Select a Batch Comment from the Pull-down menu.
- Select the Response Type from the Pull-down menu.
- From the "Does Not Have Comment," move the desired comment to "Has Comment."

Figure 66- Select comments to move from "Does Not Have Comment" to "Has Comments."

Assig	gn to Respo	onse Area by Re	esponse 1	Гуре:	
Comment	A · FIRE	rpe •		Has Comment	
	Code 41	Description SANTA BARBARA DIVISION		Code 🛧	Description
	42	SANTA BARBARA DIVISION	>) No rows	
	43	SANTA BARBARA DIVISION	< 🖑		
\checkmark	44	SANTA BARBARA DIVISION	SAVE		
	45	SANTA BARBARA DIVISION			

Figure 67 - Comments can also be removed by moving the comments back to "Does Not Have Comment."

Assig	n to	Respo	onse Area by Re	esponse	Туре:		
Comment	4 *	Response Typ	₽₽ ▼				
Does No	t Have (Comment	Description		Has Con	nment	Description
	3SC		CNP			41	SANTA BARBARA DIVISION
	46BF	2	SANTA BARBARA DIVISION	>		42	SANTA BARBARA DIVISION
	4A		AFV44A	<		43	SANTA BARBARA DIVISION
	4AN 4B		AFV44B	SAVE		44	SANTA BARBARA DIVISION
	5		AEV45		-		

- The user can also remove comments from the list by moving the comments back to "Does Not Have Comment."
- ALWAYS, click and save the entries.

Sequence Comments

Figure 68 - Sequence Comments

Sequence	Sequence Comments:				
Response Area 41	Response Type				
Comment		Sequence 🛧			
LPF DPA		0			
Figueroa, Tn-14/	Santa Ynez, Direct	1			
Command Net: F 164.1500 tx 171.	Forest 164.9125 tx 170.4625 rx plus Tone OR Admin. Net 5500 rx plus Tone	2			
A/T = 168.3125 Secondary 168.6	primary, 169.1750 secondary, A/G = Primary 167.475 AG41 375 AG24, VHF = based on ATB zone of influence	3			
Tactical LPF TAC	3 168.2625 Tx and Rx	4			
IFR Military Train	ing Route (200D-200DA	5			
IFR Military Train	ing Route (200C-200D)	6			
IFR 200- PT. MU	GU 805-989-7358	7			
Major Transmiss	ion lines	8			

- Select Response Area from the pull-down menu. Use "ALL," if the same batch comments apply to all response types.
- Enter the "Sequence" numbers are used only for the order in which data will appear.
- Click the save icon.

Area Notifications

Notification to Incident within Particular Response Area

Figure 69 - Incident Notification Panel is Used to assign notifications which will show on an incident's Notify Tab for incidents within a particular Response Area

ncident Notifications:	Assign Notifications to Response Area by	Response Type:
	None Response Type	
+ 🗊 🖻 ×	Does Not Have Notifications	Has Notification
□ Description ↑	Response Area	Response Area

The Notify Tab on the Incident allows dispatchers to document contacts they have made throughout the incident. As Center Admin, if you want the dispatchers to always make certain contact whenever there is an Incident in a certain Response Area, use the Incident Notification Screen.

Figure 70 - Incident Notifications

Incide	ent No	tificat	ions:	
+	Î	8	×	
	Descrip	tion		
	OTHER	3:		
	OTHER	4:		
	CH6 NO	DTIFICATIO	DN	
	Forest F	MO		
	Dep. Fo	orest FMO		

- On the "Incident Notification" Panel, enter the group to be notified.
- Save your work.

Notification to Response Area by Response Type

Figure 71 - To assign notifications to a Response Area by Response Type

fication rest FI	MO 👻	Response Type FIRE	•			
oes Not	Have Noti	fications				Has Notification
	Respo	nse Area				Response Area
	316					
\checkmark	32					
\checkmark	33				, Jm	
	34					
\checkmark	35				SAVE	
	36					
	37					
	38					
	39					

From the Pull-down menus:

- Select who gets notified under "Notifications."
- Select the appropriate "Response Type."
- Use "ALL," if you want the same notification to apply to all Resource Types.

Next Step

- Choose the "Response Area" by checking the box.
- Select the "Response Area(s)" from the "Does Not Have Notification" by checking the corresponding boxes for the appropriate "Response Areas."
- Move each response area from the "Does Not Have Notification" to the "Has Notification" panel, using the ">."
- Click to save your work.

Figure 72 - Notify Response Areas of Notifications

Assigr	n Notifications to Response Area by Response	туре:	
Notification Forest FM	Response Type IO FIRE		
Does Not H	lave Notifications		Has Notification
	Response Area		Response Area
	316		32
	36		33
	37	>	34
	38	<	35
	39	SAVE	
	3A		
	3B		
	3SC		
	41		

Frequencies

Figure 73 - This panel lists Frequency Types (Air, Ground, VHF, Command, etc.) and Default Frequencies

Frequency Types		Default Frequencies		
+ 🖻 ×		+ 1 B ×		
	DENSITY	III COLUMNS = FILTERS = DENSITY		
Description	Is Expired	Frequency Type	Description	Display Order
VHF - Victor	100	VHF - Victor	PTV - 135.975	105
Command FN	no	Air Tactics	LPE Air Tactical 54 - 168 3125 (Primary)	200
Command AN	no		LOF 11 Testeri 17, 160 (770 (Percenter))	201
Fire Camp ServiceNet	no	Air racius	DPP Air radical 4/ - 169.1/30 (Secondary)	201
Tactical	no	Air to Ground	LPF A/G 41 - 167.4750 (Primary)	300
Air to Ground	no	Air to Ground	LPF A/G 24 - 169.6375 (Secondary)	301
Air Tactics	no	Command Bi	LDE 170 4636 T/D Encod Direct	400
Air - Other	110	Command PN	LPP 170.4625 THE FOREST Direct	

Build a list of commonly used frequencies on the screen. The sequence will set the order in which they appear. The initial sort for the default frequencies grid to be by Frequency Type and then by Display Order.

- Under the "Frequency Types," enter:
 - The description and whether that frequency is expired (Yes or No).
 - Save your work.

- Under the "Default Frequencies," enter:
 - The frequency type, description, and display order.
 - Save your work.

Fires Tab

WildCAD-E enables the Center Admin to configure a separate screen of fire information specific to their respective dispatch center. This screen becomes available from the Fires Tab by clicking the "Initial Report" or "Fire Report" button.

Figure 74 - Fire Tab Categories Panel

Fires Tab Categories	Fires Tab Pull Down Entries
	Pull Down Cateogry None
	+ 🗊 🖻 ×
III COLUMNS = FILTERS = DENSITY	Description

Use the "Categories" screen to create labeled blanks for the dispatcher's use. The categories can be free text or a pull-down list (created by the Center Admin). You can enter up to 20 rows for Fire Report, and up to 20 rows for Initial Report.

Figure 75 - Use the "Categories" screen to create labeled blanks for dispatchers to complete.

Fires Tab C	ategories		
COLUMNS =	FILTERS DENSIT	Y 🕁 EXPORT	
Tab Name \land	Data	Sequence 个	Label
Fire Report	Pull-down list	12	Real
Fire Report	Free text	13	SO#
Fire Report	Free text	14	DIST#
Fire Report	Free text	15	ACRES
Fire Report	Pull-down list	16	SZ CLS
Fire Report	Pull-down list	17	OWNER
Fire Report	Free text	18	ELEV
Fire Report	Free text	19	CONTAIN
Fire Report	Free text	20	CONTROL
Fire Report	Free text	21	OUT
Fire Report	Pull-down list	22	STAT CAUSE
Fire Report	Pull-down list	23	SPEC CAUSE
Initial Report	(Not Used)		
Initial Report	(Not Used)		
Initial Report	(Not Used)		
Initial Depart	(higt Lined)		

On the Fire Tab Categories Panel:

- Select a row with either "Fire Report" or "Initial Report."
- Under Data, choose Free Text or Pull-down
- Enter Sequence
- Enter Label
- Save your Work.

Figure 76 - Fire Tab Pull-down Entries Panel

Fires	Tab Pull Down Entries
Pull Down (Cateogry
OWNER	
20 20	
+	
	Description
	FS
	PVT
	STATE

On the Fire Tab Pull-down Entries Panel,

- Select the Pull-down Categories from the list created in the Fire Tab Categories Pan (Figure 76).
- Enter the description.
- Save your work.

ICP Phone Categories

Figure 77 - ICP Phone Categories Tab

=	Center Admin	
	Phone Categories	
8	×	
	COLUMNS 🛨 FILTERS 🧮 D	ENSITY 🕁 EXPORT
	Operations	1
	Planning	2
	Planning Finance	2 3
	Planning Finance Logistics	2 3 4
	Planning Finance Logistics Communications	2 3 4 5

Use this screen above to configure the (up to six) categories of phone numbers on the ICP Phone Tab.

Enter the appropriate information under each tab:

- Enter the category.
- Reorder the sequence, as necessary.
- Save your work.

Numbers

Figure 78 - The Numbers Tab allows up to 20 characters.

=	Center	Admin			
Numb	pers				
+	Î		×		
	LUMNS -	FILTER	RS 🔳	DENSITY 🕁 EX	PORT
	Descript	tion		Use Auto	Last Number
	Buying	Unit		no	
	Buying	Unit		yes	555
	Buying	Unit		no	

Use the screen above to configure the Numbers Tab, which allows up to 20 characters. This screen was originally created for numbers such as the incident fire number or FireCode that now have other dedicated locations. Currently, use it for any other brief information.

- "Use Auto" will allow the dispatcher to click "Auto" and receive the next number.
 - Enter the appropriate information in each column.
 - Enter the description.
 - Select Use Auto (Yes or No).
 - o Enter Last Number.
 - o Save your work.

Questions

Figure 79 - This tab's name will change according to the incident type.

Incident Questions:		Assign Questions to be used by In	cident Types
		Type None 👻	
+ 🖻 ×		Not on Type	Associated with Type
Description 1	Is Expired		Question ↑

This Incident Tab's name will change according to the Incident Type (e.g., if the incident is a wildfire incident, the tab will be called "Wildfire.") The Center Admin will configure incident questions to be used by the specific incident type.

Using the Incident Question Section (Figure 80):

- Enter the question on the row under "Description."
- Indicate Yes or No under "Is Expired."
- Save your work.

Figure 80 - Incident Question Panel

ncide	nt Questions:	
+		
	Description 1	Is Expired
	Any Fire	no
	Complete Rx	no
	Extent Of Injuries	no
	injuries?	no
	Loc?	no
	Traffic Control Needed	no

To Assign Questions to be used by Incident types:

- Select the Incident Type from the "Type" Pull-Down
- Select the "Question" from the "Not on Type"

Figure 81 - Assign questions to be used by incident type by using the ">"

Assig	n Questions to be used by Incident Types		
Туре			
Med Aid	¥		
Not on Typ	e l		Associated with Type
	Question 1		□ Question ↑
	123456789012345678901234567890		
	Any Fire		
	Complete Rx	, Ղա	
	Extent Of Injuries	<i>, ∪</i>	No rows
\checkmark	injuries?	SAVE	
	Loc?		
\checkmark	Traffic Control Needed		

 Move each question from the "not on Type" to the "Associated with Type" panel using the ">"

Figure 82 - Move each question to the "Associated with Type" panel.

Assign Questions to be used by Incident Types		
Type Med Aid 👻		
Not on Type		Associated with Type
Question 1		Question 1
Any Fire	>	Extent Of Injuries
Complete Rx	<	injuries?
Loc?	SAVE	Traffic Control Needed

Save your work.

Contracts

Figure 83 - Contract Type Panel



On the "Contract Type" panel:

- Enter the description of the contract and save your work.
- Save your work.

On the "Sub Type" panel:

- Select the "Contract Type," from the Pull-down types of lists created in the Contract Type Panel
- Add or edit the (Sub Type) Description.
- Save your work.

Figure 84 - Contract and Contract Sub Types

Contract Types	Contract SubTypes	
+ 🗊 🖻 ×	+ 🗊 🖂 ×	
III COLUMNS 〒 FILTERS ■ DENSITY → EXPORT	III COLUMNS 〒 FILTERS ■ DENSITY 년	EXPORT
(LPF) Water Truck	(LPF) Water Tenders, Type 1	(LPF) Water Truck
(LPF) Sanitize Equip	(LPF) Water Tenders, Type 2	(LPF) Water Truck
(LPF) Special Equip	(LPF) Water Tenders, Type 3	(LPF) Water Truck
(LPF) Misc Equip	(LPF) Potable Water, Type 1	(LPF) Water Truck
(ANF) Water Truck	(LPF) Potable Water, Type 2	(LPF) Water Truck

Move Ups

	Center /	Admin				
Nove	Ups					
Response Area		Response Type FIRE		Response Level High	¥	
+	Î	8	×			
	Resourc	e				Dispatch Location
	E17LPF					NACMNTO

Figure 85 - Specify desired move ups on the "Move Ups" screen.

The Move Up Tab will remind dispatchers to move certain resources to cover the Incident.

- Assign Questions to be used by Incident type Panel.
 - Select the "Response Area," from the Pull-down menu.
 - Select the "Response Type," from the Pull-down menu.
 - Select the "Response Level," from the Pull-down menu.
 - Enter the Resource and Dispatch Location to move up to.

Appendices

Appendix I - Icons and Function Keys

When a function key is available, users can either use the icon or function keys to access those panels within *WildCAD-E*.

Table 1- Table of WildCAD-E Icons

WildCAD-E Icon	Function Key	WildCAD-E Icon Definition
×	F9	Create a New Incident Panel Icon - Starts a new Incident, although the user will have to enter all information such as location and response area.
•	N/A	Create a New Complex Panel Icon - There is no function key available for "Create a New Complex Panel." Users will use the icon to access this function.
	F8	Open Incidents Panel Icon - Opens the screen that displays existing, open Incidents.
Q	F2	Open Incidents Panel Icon - Opens the "Search Incident Panel" for the user
Ð	F7	Resource Status Icon - Opens the screen where you can perform status changes that are not related to Incidents, such as "In Service."
	F12	Daily Log Panel Icon - Opens the screen that display the "Daily Log," where you can document the activities not directly related to a specific Incident.
臼	F5	Map Panel Icon - Opens the <i>WildCAD-E</i> map.

<i>WildCAD-E</i> Icon	Function Key	WildCAD-E Icon Definition
0	F4	Open Timers Panel Icon - Opens the Timers Panel for the user
\odot	N/A	Create a New Timer Icon - There is no function key associated with the "Create a New Timer" icon. Users will use the icon to access this function.
0	F3	Create a New Field Interrogation Fire (FI) or be able to search existing FI files.

Appendix II - Grids

Grids are a spreadsheet style interface with a variety of features available to those with Center Admin access to *WildCAD-E*.

Sort Order of a Grid

- Click on any column heading or label.
- Sort by ascending (alphanumeric) with the arrow pointing up, by clicking once.

Figure 86 - Ascending pull-down menu.

Asc	ending
	Description Y 1
	BOGARD HELIBASE
	BRIDGEPORT HELIBASE
	CASITAS HELIBASE
	CHANTRY FLAT HELIBASE
	CHESTER HELIBASE

• Sort by descending with the arrow pointing down, by clicking twice.

Figure 87 - Descending pull-down menu.

Des	cending
	Description 🔻 🤟
	VINA HELIBASE
	TRIMMER HELIBASE
	SCOTT VALLEY HELIBASE
	RAVENDALE HELIBASE
	RAMONA HELIBASE

• For no sort, click a third time.

Figure 88 - Click three times to choose no sort.

NUMNS FILTERS E DEN
Description Y
BRIDGEPORT HELIBASE
CASITAS HELIBASE
CHANTRY FLAT HELIBASE
CHESTER HELIBASE
CHUCHUPATE HELIBASE

Add a Record or Row to the Grid

Figure 89 - The "+" sign opens a blank row at the top of the grid.

Point	Data					
+	Î		×			
		FILTER	S 🗮 DENSITY 🕁 EXPORT	. UsBaaa	Laskert	ATD
	Descript	ion		no	no	no

- Click the plus "+" sign to open a new blank row at the top of the grid.
- Enter all information across the row.

Figure 90 - The "Disc" icon saves a new record or edits an existing record.

Point Data										
III COLUMNS = FILTERS = DENSITY & EXPORT										
Description	Helibase	Lookout	ATB	VOR	Hospital	Burn Center	Trauma Center	Latitude	Longitude	- 14
Bighorn Mountain	no	no	no	no	no	no	no	48.123456	116.282828	
BOUNDARY COUNTY	yes	no	no	yes	no	no	no	48.725971	116.295166	
	VAP	00	00	VAP	00	00	00	48 283833	115.490219	

 When done, click on the "Disc" icon. Use the "Disk" icon to save a new record or edit an existing record.

Figure 91 - Use the "x" icon to cancel the new record.

Point Data									
+ 1 0 ×									
COLUMNS = FILTERS DENSITY EXPORT	Helibase	Lookout	ATB	VOR	Hospital	Burn Center	Trauma Center	Latitude	Longitude
Bighorn Mountain	no	no	no	no	no	no	no	48.123456	116.282828
BOUNDARY COUNTY	yes	no	no	yes	no	no	no	48.725971	116.295166
								40 303033	445 400040

• Cancel a new record by clicking on the "x."

Delete a Row to the Grid

Figure 92 - Select row for deletion by checking the box.

Point Data			
+ i ~ ×			
🗰 columns \Xi filters 🗮 density 🛃 export			
■ Description ↑	Helibase	Lookout	AT
Description ↑ Baldy D4	Helibase	Lookout	AT no
Description ↑ Baldy D4 BATTLE MOUNTAIN	Helibase no no	Lookout yes no	AT no no
■ Description ↑ ■ Baldy D4 ■ BATTLE MOUNTAIN ■ Bighorn Mountain	Helibase no no no	Lookout yes no no	AT no no
Description ↑ Baldy D4 BATTLE MOUNTAIN Bighorn Mountain BISHOP AIRPORT	Helibase no no no no	Lookout yes no no no	AT no no no

- Select the row for deletion by checking the box to the left of the row.
- Click the "Trash Can" icon.
- Click the "save" icon to complete deletion of the row.

Actions and Settings at the Top of the Grid

Columns

- On the grid, columns can be either hid or viewed.
- To hide, turn off the "slider" for the respective column.

Figure 93- Slider column.

III COLUMNS = FILTERS = DENSITY 🕁 EXPORT
Description 1
Find column
Column title
Checkbox selection
Description
Helibase
Lookout
ATB
VOR -
Hospital
Burn Center
Trauma Center
Latitude
HIDE ALL SHOW ALL

Filters

- Filters allow the user to search for records.
 - Select "Filter;" then the column.
 - Using the "Operation" pull-down menu, select contains, starts with or equals.
 - In the "Value" area, type in what you want to search for.

Figure 94 - Filters allow the user to search for records.

		EVROPT
		EAPORT
Columns	Operator	Value
× Description		 Helibase
+ ADD FILTER		
CRANE FLAT HEL	IBASE	
DEVIL'S GARDEN	HELIBASE	
	ACE	

Density

Density slightly changes the width and height of the information on the grid.

Figure 95 - Density slightly changes the height and width of the information on the grid.

	EXPORT
Description T	B
BRIDGEPORT HELIBASE	Download as CSV
CASITAS HELIBASE	Print

Export

Export typically downloads to a CSV file.

Figure 96 - Export is used to download a .csv file.

Download as CSV
Print

• The .csv file will download into the user's workstation "Download" folder.

Figure 97 - .CSV file downloads to the Center Admin or users station download files.



• If the user sorted the grid record first, the sorted information would be the only information exported to the .csv file.

Appendix III - Incident Types

Table 2 - Table of Incident Types

Code	Description	Expired?
A/C Down (expired 4/2024)	Aircraft Down	Yes
AC - Air Accident	Aircraft Accident	No
AC - Marine Accident	Marine Accident	No
AC - Motor Vehicle Accident	Motor Vehicle Accident	No
AC - Rail Accident	Rail Accident	No
AC - Structure Accident	Structure Accident	No
Aircraft	Aircraft	No
AP - Critical Incident Stress Management	Critical Incident Stress	
/ Peer Support	Management / Peer Support	No
AP - Law Enforcement (internal)	Law Enforcement	No
AP - Management Event (internal)	Management Event (internal)	No
AP - Resource Programs (internal)	Resource Programs (internal)	No
Emerg Stby	Emergency Standby	No
F1 - Debris /Product Fire	Debris Fire	No
F1 - Non-Statistical/Other	Nonstatistical Fire	No
F1 - Prescribed Fire	Prescribed Fire	No
F1 - Structure Fire	Structure Fire	No
F1 - Vehicle Fire	Vehicle Fire	No
F1 - Wildfire	Wildfire	No
FM - Complex Incident	Complex	No
FM - Emergency Stabilization	Emergency Stabilization	Yes
FM - False Alarm	False Alarm	No
FM - Fire Rehabilitation	Fire Rehabilitation	Yes
FM - Incident/Event Support	Incident/Event Support	No
FM - Out of Area Response	Out of Area Response	Yes
FM - Preparedness/Preposition	Preparedness/Preposition	No
Hazmat (expired 04/2024)	Hazmat	Yes
HZ - Biological or Toxic Conditions	Biological or Toxic Conditions	No
HZ - Explosives or Electrical Dangers	Explosives or Electrical Danger	No
HZ - Flammable as, Oil, and other liquid	Flammable Gas	No
conditions		
HZ - Radioactive/Nuclear Conditions	Radioactive/Nuclear Conditions	No
Med Aid	Medical Aid	No
Misc	Miscellaneous	No
MRO	Manage Res Obj	No
N/A	N/A	No
NatDisastr (expired 04/2024)	Natural Disaster	Yes
ND - Earthquake	Earthquake	No
ND - Flooding	Flooding	No
ND - Hurricane/Typhoon	Hurricane/Typhoon	No
ND - Landslide/Mass Earth Movement/	Movement/Avalanche/Sinkhole	No
Avalanche/Sinkhole		
ND - Severe Winter Weather	Severe Winter Weather	No
ND - Thunderstorm/Tornado/High Winds	Thunderstorm/Tornado/High Winds	No
ND - Tsunami	Tsunami	No
ND - Volcano	Volcano	No
PA - Community Event	Community Event	No
PA – Infrastructure Event	Infrastructure Event	No
PA Public Service Organization Event	Public Service Organization	No
	Event	

Code	Description	Expired?
Pub Asst (expired 04/2024)	Public Assist	Yes
Resc Order	Resource Order	No
SAR (expired 04/2024)	Search & Rescue	Yes
Smoke Chk	Smoke Check	No
SR - Marine Search/Rescue/Recovery	Marine Search/Rescue/Recovery	No
SR - Medical Assist	Medical Assist	No
SR - Urban Search/Rescue/Recovery	Urban Search/Rescue/Recovery	No
SR - Wildland Search/Rescue/Recovery	Wildland	No
	Search/Rescue/Recovery	
TR - Classroom Training	Classroom Training	No
TR - On-the-Job Training	On-the-Job Training	No
TR - Proficiency & Currency Event	Proficiency & Currency Event	No
TR - Simulation	Simulation	No

Appendix IV - Other Data Zoom Levels

Table 3 - Other Data Zoom Levels

Layer Name	Zoom Level	Display Order	Map Footer	Display Field
NPS FMU	9	10	no	FMU_Code
BLM FMU	13	11	no	FMU_Code
USFS FMU	13	12	no	FMU_Code
RFPA	13	13	no	FMU_CODE
BIA FMU	9	14	no	FMU_Code
USFWS FMU	13	15	no	FMU_Code
Predictive Service Areas	15	17	yes	psanationalcode
Wilderness	13	18	yes	ShortName
Sage Grouse Habitat	9	19	no	
IRWIN Incidents (last 30 days)	9	20	no	
RAWS Stations	9	101	no	StationName
Surface Management	13	102	no	Label
Counties	13	103	yes	NAME
Lightning (last 2-7 days)	7	104	no	
Lightning (last 24 hours)	10	105	no	
Forest Service Topo	1	106	no	
Military Training Routes	9	107	no	
Temp Flight Restrictions (4)	4	109	no	EFFECTIVE
Public Land Survey	13	110	no	

Appendix V - Other Data URL Layers

Table 4 - Other Data URL Layers

Layer Name	Layer URL
NPS FMU BLM FMU	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP_FireManagementUnits/MapServer/2/
USFS FMU	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP FireManagementUnits/MapServer/1/
RFPA	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP FireManagementUnits/MapServer/4/
BIA FMU	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP FireManagementUnits/MapServer/3/
USFWS FMU	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP_FireManagementUnits/MapServer/0/
Predictive Service Areas	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP FireManagementUnits/MapServer/5/
Wilderness	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP AgencyBoundaries/MapServer/0
Sage Grouse Habitat	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USAWil
	derness/MapServer/0/
IRWIN Incidents (last 30	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/SageGr
days)	ouse/MapServer/0/
RAWS Stations	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/RAWS/
	MapServer/0/
Surface Management	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP FederalLands/MapServer/0/
Counties	https://services.arcgis.com/P3ePLMYs2RVChkJx/arcgis/rest/s
	ervices/USA_Counties/FeatureServer/0/
Lightning (last 2-7 days)	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/Lightnin
	<u>gStrikes/MapServer/2/</u>
Lightning (last 24 hours)	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/Lightnin
	gStrikes/MapServer/1/
Forest Service Topo	https://apps.fs.usda.gov/arcx/rest/services/EDW/EDW_FSTop
	o 01/MapServer/
Military Training Routes	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/USFSFir
	eCOP_MTR/MapServer/11
Temp Flight Restrictions (4)	https://egp.wildfire.gov/arcgis/rest/services/FireCOP/TFRDat
	<u>a/MapServer/0</u>
Public Land Survey	https://gis.blm.gov/arcgis/rest/services/Cadastral/BLM_Natl_
	PLSS_CadNSDI/MapServer/2/

Appendix VI - Alternate Authentication (If FAMAuth is Unavailable)

The Alternate Authentication feature enables users to log into WildCAD-E using a secure alternative method. If FAMAuth is experiencing an outage and is unavailable, users are automatically redirected to this feature when attempting to log into WildCAD-E.

If FAMAuth is unavailable, the user can access *WildCAD-E* by going directly to the URL associated with the desired environment:

- WildCAD-E OAT is accessible at: wildcadoat.firenet.gov.
- WildCAD-E PROD is accessible at: <u>wildcade.firenet.gov</u>.

A user must have previously accessed at least one center in *WildCAD-E* via the FAMAuth method to successfully use the alternate authentication. After entering the URL for OAT or PROD and *WildCAD-E* detects that FAMAuth is unavailable, the user is prompted to generate a one-time secure code.

To start the process, click on "Generate Code."

Figure 98 - Select Generate Code



The user is prompted to enter their email associated with their FAMAuth ID account for the code and link to log into *WildCAD-E*. Then click on **"Go."**

Figure 99 - Enter Your Email



Go to the user's email. The code/link is only valid for 2 minutes.

Figure 100 - Go to Your Email



The user can click directly on the link in the email or copy the code and enter the code back to the *WildCAD-E* login page.

Figure 101 - Email Link or Code

Hello Brian, We recieved a request to log in to your WildCAD-E user account. This is likely due to an outage with FAMauth. Click the button below to be logged in to WildCAD-E directly. Log In to WildCAD-E Alternatively, you can enter this special code instead when logging in: 439A2D8415932FD7 Please note that the above link and code will expire after use, and if not used, in 2 minutes.

Entering the code in the *WildCAD-E* login page, then click on "Go."

Figure 102 - Using the Code



Users will be logged into the last center or select a center with the same roles assigned as the last time you were working in that center.

Figure 103 - Select a Center



WildCAD-E

Users Guide for Center Admin

Version V1.808.1 dated November 2024