



THE STATE  
*of* **ALASKA**  
GOVERNOR MIKE DUNLEAVY

## Department of Administration

DIVISION OF PERSONNEL AND LABOR  
RELATIONS

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# Memorandum

To: Kate Sheehan  
Division Director

Thru: Kate Orozco  
Classification Manager

From: Chris Moniz  
Classification Analyst

Date: April 15, 2024

Subject: Wildland Fire Dispatchers Study

### Summary:

The Division of Personnel & Labor Relations (DOP&LR) Classification Section has completed the Wildland Fire Dispatchers study. This study was initiated by the Department of Natural Resources (DNR), Division of Forestry and Fire Protection (DOF&FP) to examine changes in the work of Wildland Fire Dispatchers due to reorganization and consolidation of seven area wildland fire dispatch offices, changes in qualification requirements for dispatcher positions, as well as the development of professional wildland fire dispatch work.

Job analysis supported redefining levels within the Wildland Fire Dispatcher series and establishing a separate professional series to account for wildland fire dispatch work occurring at consolidated regional dispatch centers and the Alaska Interagency Coordination Center (AICC). Wildland Fire Dispatchers receive, record, and transmit information regarding wildland fires, and coordinate the delivery of resources in support of an incident. Wildland Fire Dispatch Coordinators direct and oversee the operations and/or staff of a wildland fire dispatch center, including all initial attack, logistics, overhead, expanded attack, and aircraft operations.

Classification determined that it is appropriate to modify levels within the Wildland Fire Dispatcher 1-3 series and create a distinct class series to address professional wildland fire dispatch work. The revised Wildland Fire Dispatcher 1-3 series will consist of trainee, developmental, and journey levels to ensure incumbents attain the necessary certifications, knowledge, and skills required to perform work consistent with national wildland fire dispatch standards. The Wildland Fire Dispatch Coordinator 1-2 series will be established to clarify professional wildland fire dispatch work that requires coordination and mobilization of resources, supervising staff, and working with incident management teams, interagency staff, and other fire management personnel

to provide fire suppression and logistical support. The State Logistics Center Coordinator (PD0473) job class will be abolished as a result of this study.

The final job and salary analysis results are as follows:

**Study Results:**

<b>Class Title</b>	<b>Class Code</b>	<b>Pay Grade</b>
Wildland Fire Dispatcher 1	PD04A1	11
Wildland Fire Dispatcher 2	PD04A2	13
Wildland Fire Dispatcher 3	PD04A3	15
Wildland Fire Dispatch Coordinator 1	PD04B1	17
Wildland Fire Dispatch Coordinator 2	PD04B2	19

All study actions regarding the Wildland Fire Dispatcher and Wildland Fire Dispatch Coordinator job classes are effective April 15, 2024. Correspondence regarding the allocations of this study is being distributed through the OPD system.

cc: Norman McDonald, Division Operations Manager  
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