

**Nebraska Task Force 1 – Management Policy**  
**Monthly Rostering Process (MP 1000.11)**

---

Owner: BC Brad Thavenet

Effective Date: 06/16/2020

**Purpose**

To establish a monthly rostering process for Nebraska Task Force 1 (NE-TF1).

**Policy**

NE-TF1 has developed three master rosters designated as Red, White, and Blue. The rotation of these designations shall coincide with the National Incident Support Team (IST) roster color monthly rotation. Members of each roster are selected with the intention of balancing pre-determined Urban Search & Rescue (US&R) skills and experience while minimizing the impact to all participating agencies upon deployment.

For federal Type 1 and Type 2 responses, NE-TF1 develops a monthly roster. Any other type of state, local, or federal response may not follow this process. These alternative incident types have the potential to be mission specific responses where a smaller number of NE-TF1 personnel are utilized. However, every attempt shall be made to utilize those individuals rostered for the month if a deployment of this type transpires. Should there be multiple deployments within a single month, a rotation of rosters shall take place. The rotation will then be reset to the IST schedule at the beginning of the next month.

**Procedure**

During the last week of each calendar month, the NE-TF1 Program Manager or their designee will initiate the monthly call out procedure, to determine deployment availability for the upcoming month. Based on those responses, NE-TF1 will develop a roster through the following process:

1. All members will be asked to report their availability for pre-rostering (as further outlined in the attached Monthly Rostering Job Sheet). Those members of the identified monthly team rotation who identify as deployable will be rostered first. If there are any unfilled roster positions, members identified as deployable from the next team up, as identified in the monthly rotation shall be rostered. If there are still unfilled roster positions, members identified as deployable from the final team in the rotation shall be rostered. Any personnel who reported they were available and were not rostered shall be considered an alternate.
2. Once the rostering process has been completed, a monthly rostering sheet shall be filled out (as shown). Once completed, it shall be reviewed to ensure the appropriate number of positions have been filled. This includes but is not limited to the following: Six Class A Commercial Driver License (CDL) drivers, and four Class B CDL drivers. Consideration

**Nebraska Task Force 1 – Management Policy**  
**Monthly Rostering Process (MP 1000.11)**

---

Owner: BC Brad Thavenet

Effective Date: 06/16/2020

should be given to rostering any member of NE-TF1 in a Ground Support position. If the monthly roster was completed with an empty ground support position, a member with a CDL who was rostered in another position should be moved to a Ground Support position. Then, the position they vacated shall be filled with a member considered as an alternate. If a driver is listed as an alternate, they will generally be moved onto the roster in a Ground Support position.

3. Additionally, the roster shall be reviewed to ensure the required number of Water Rescue Specialists and Boat Operators have been rostered.
4. If there are still unfilled roster positions, they will remain unfilled until an activation transpires. At that time, another rostering process will be initiated to complete the roster.
5. Any rostered member of NE-TF1 may elect not to deploy for an activation. At the time of activation, non-rostered members may be contacted to fill any remaining vacancies.

\*A completed and finalized monthly roster is shown below:

**Nebraska Task Force 1 – Management Policy**  
**Monthly Rostering Process (MP 1000.11)**

Owner: BC Brad Thavenet

Effective Date: 06/16/2020



# Nebraska Task Force 1

February Monthly Roster

Department	Count
LF&R	28
OFD	24
CBFD	3
PFD	2
GIFD	2
Civilian	13
Admin	2
<b>Total rostered:</b>	<b>74</b>

<b>Water Rescue Technician</b> (14 req)
CDL-A (5 required)
CDL-B (4 required)

(t): denotes trainee in a position

Task Force Leader	
Alpha - R. Bonin	LF&R
Bravo - M. Smith	LF&R

Safety	
Alpha - M. Hohbein	Civilian
Bravo - C. Gage	OFD

