Washington State
Department of Ecology
Spill Prevention, Preparedness, and Response Program
PO Box 47600, Olympia, WA 98504-7600
Office Phone: (360) 407-7455
Fax: (360) 407-7288 or toll free 1-800-664-9184

Spill Management Team (SMT) Application

INTRODUCTION

The information provided in this application will be used to verify and evaluate your Spill Management Team (SMT) application, and may be used to support oil spill contingency plan approvals submitted under Chapter 173-182 Washington Administrative Code (WAC) Oil Spill Contingency Plan Rule and Chapter 173-186 WAC Oil Spill Contingency Plan - Railroad Rule. SMT applications are subject to a 30 day public review and comment period prior to receiving approval from the state, in accordance with WAC 173-182-640. All information provided in the application is subject to public disclosure.

WAC 173-182-840
Ecology shall inspect contracts, letters of intent (LOIs), employee training records, and conduct a test of the SMT call-out procedures. A combination of training and experience in drills and spills may be used to describe SMT personnel capabilities within response roles.

WAC 173-182-850
Significant changes in SMT applications require notification. The SMT is responsible to provide written notification to Ecology and all plan holders to whom they are obligated, within twenty-four hours, of any significant change in the information reported in the approved application.

WAC 173-182-900
Ecology may verify compliance with this chapter by examining training records, accuracy of call-out and notification lists, spill management team lists, incident command system (ICS) forms, post-spill reviews and records on lessons learned.

Oil spill responses present opportunities to gather information on the effectiveness of your personnel resources. In the event SMT personnel are deployed for spill response operations, Ecology may require documentation of performance and lessons learned from the SMT.

Submit your completed and signed application via email to contractorapp@ecy.wa.gov or via mail to:

Washington Department of Ecology
Spill Preparedness Section – Spill Management Team Application Review
PO Box 47600
Olympia, WA 98504-7600

To request ADA accommodation including materials in a format for the visually impaired, call Ecology at 360-407-6831 or visit https://ecology.wa.gov/accessibility. People with impaired hearing may call Washington Relay Service at 711. People with speech disability may call TTY at 877-833-6341.

Company Name: Whitewater Rescue Institute	**UBI Number:** 603273772	**Point of Contact:** Cody Harris	
Mailing Address: PO Box 8598	**City:** Missoula	**State:** MT	**Zip:** 59807
Physical Address: 1650 Rodgers St, Building D	**City:** Missoula	**State:** MT	**Zip:** 59802
Primary Phone Number: 406-207-2027	**Primary Fax Number:**	**Email:** cody@whitewaterrescue.com	

B – SIGNATURE

The information in this application is accurate and Whitewater Rescue Institute is committed to:

1. Have a process to provide 24 hour per day contact for spill management. WAC 173-182-830
2. Begin mobilization efforts immediately upon notification but no later than two hours from notification of a spill. WAC 173-182-830
3. Ensure the incident commander is able to arrive in the state within six hours after notification of a spill, if the SMT is contracted to fill the role. WAC 173-182-830
4. Assist plan holders in meeting the requirements for plans and drills in Washington. WAC 173-182-830
5. Implementation and use of the contingency plan(s) to which they are contracted during a spill and substantial threat of a spill, and the training of personnel to implement the plan. WAC 173-182-830
6. Work in unified command within the incident command system to ensure that all personnel and equipment resources necessary to the response will be called out to clean up the spill safely and to the maximum extent practicable. WAC 173-182-830
7. Provide written notification to ecology and all plan holders to whom they are obligated, within twenty-four hours, of any significant change in the information reported in the approved application. WAC 173-182-850

Cody Harris	Director
Printed Name	Title
	3/17/26
Signature (electronic signature is acceptable)	Date

Fill out only the sections that apply to your company

C – PERSONNEL INFORMATION: WAC 173-182-840(1)

Include a list of response personnel and indicate whether they are full time, part-time, dedicated, or non-dedicated employees and their home base or office location. Dedicated means either full-time or part-time employee of the SMT. Non-dedicated means any personnel resource available under contract, LOI, or other approvable means. Non-dedicated relationships will be verified during the application review process.

Name	ICS Role(s)	Home Base / Office	Employment Status
Cody Harris	OSC/SOFR/LSC	Missoula, MT	■ Full time ☐ Part time ☐ Non-dedicated
Jack Scott	OSC/SOFR/LSC	Missoula,MT	■ Full time ☐ Part time ☐ Non-dedicated
Ben Schmidt	OSC/SOFR/LSC	Missoula, MT	■ Full time ☐ Part time ☐ Non-dedicated
Laura Klein	OSC/SOFR/LSC	Whitefish, MT	■ Full time ☐ Part time ☐ Non-dedicated
Josephine Ellsworth	SOFR/LSC	Missoula, MT	■ Full time ☐ Part time ☐ Non-dedicated
Caleb Dikinson	SOFR	Missoula, MT	■ Full time ☐ Part time ☐ Non-dedicated
Cory Davis	SOFR	Lakeside, MT	■ Full time ☐ Part time ☐ Non-dedicated
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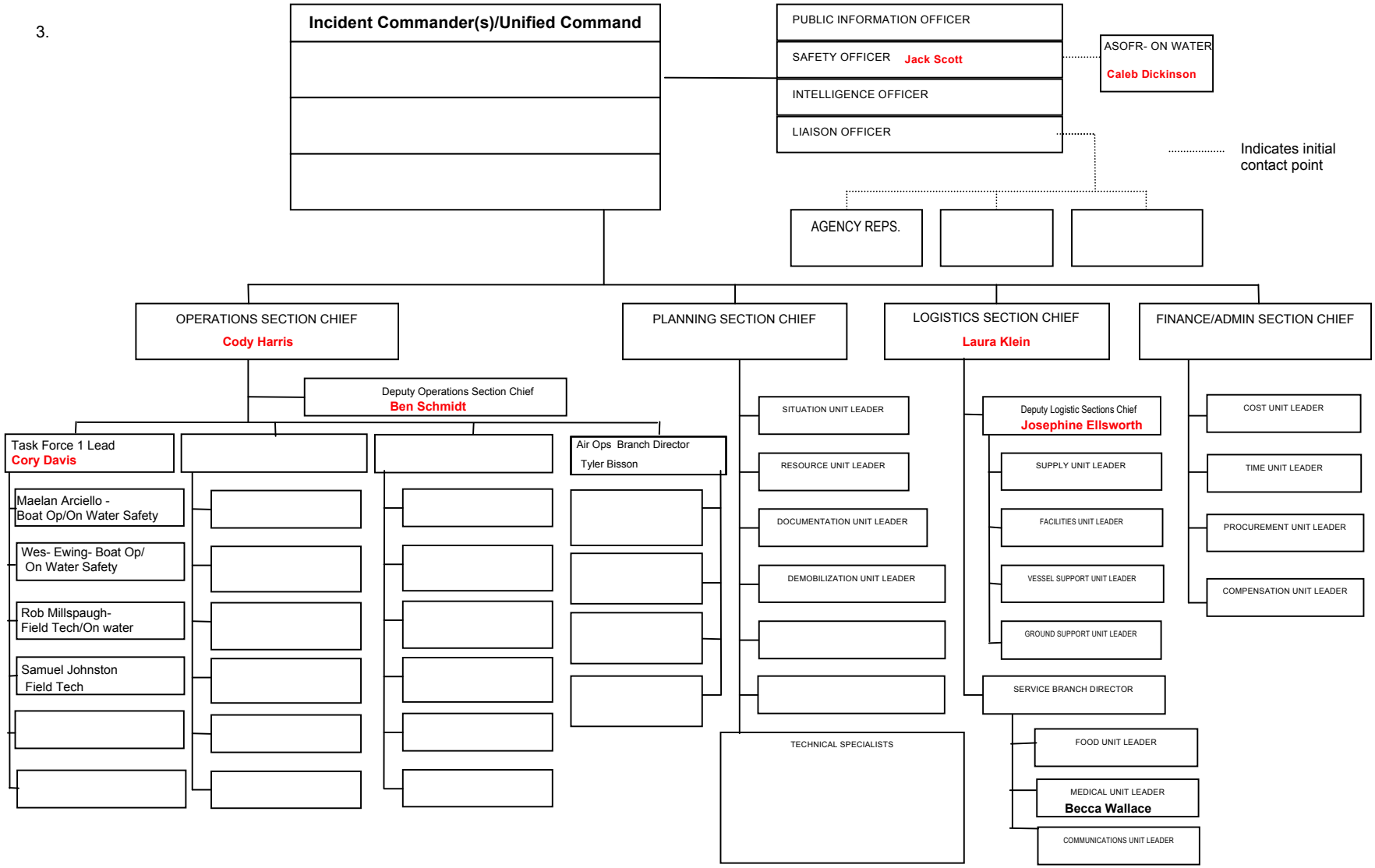
Note: In the SMT application, it is not necessary to include personal information such as phone numbers. That information shall be maintained by the SMT and made available to Ecology upon request. You may add additional lines or use an alternate format and include this information as an attachment if additional space is needed.

D – ORGANIZATIONAL DIAGRAM: WAC 173-182-840(2)

Include an ICS Form 207 organizational diagram depicting a potential staffing plan for the roles the SMT may fill in support of a worst case spill. You may include this diagram as an attachment.

1. Incident Name	2. Operational Period (Date/Time) From: To:	INCIDENT ORGANIZATION CHART ICS 207-CG

3.



4. Prepared By: (Resources Unit Leader)	5. Date/Time Prepared:

E – NOTIFICATION AND PERSONNEL RESOURCES: WAC 173-182-840(3)

E1. Describe your 24 hour response system and provide the phone number. Cite the name of a central reporting office or individual(s) responsible for implementing your call-out process.

Whitewater Rescue Institute (WRI), headquartered in Missoula, Montana, provides personnel trained and qualified to fill Incident Command System (ICS) positions in support of oil spill response operations. WRI maintains a 24-hour emergency response line (1-800-545-1923) to ensure continuous availability and immediate notification. The primary point of contact responsible for initiating and managing the call-out process is Cody Harris. Upon notification of an incident, WRI activates its internal incident notification system, which immediately alerts response personnel via mobile devices. Notifications include incident location and current operational information. Personnel acknowledge the alert and provide real-time status updates, including availability, estimated time to mobilization, and anticipated arrival time. This process enables rapid mobilization and assessment of available resources and supports immediate mobilization based on incident requirements. WRI maintains full-time personnel on a 24-hour on-call status to ensure prompt response capability. All mobilized personnel deploy with standardized response kits, including laptops, communications equipment, field documentation materials, and appropriate personal protective equipment (PPE), to support immediate integration into ICS operations.

E2. Describe estimated personnel response times for arrival in state, based on the standby or call back status of the person, their home base, and travel time. Describe the order of priority for call-out.

WRI establishes call-out priorities based on the nature, complexity, and geographic scope of the incident, as well as the operational needs of the Incident Command Post (ICP). Personnel are rapidly mobilized to support timely staffing of ICS Command and General Staff positions in alignment with WAC 173-182 planning requirements. WRI maintains full-time personnel on a 24-hour on-call status who are trained and qualified to fill multiple ICS positions. This cross-qualification supports flexible staffing and rapid integration into Unified Command.

Cascading Personnel — Locations and Departure Airports
WRI maintains cascading personnel in the following locations to support regional response coverage:

Missoula, MT — Missoula International Airport (MSO)
Whitefish, MT — Glacier Park International Airport (FCA)
Lakeside, MT — Glacier Park International Airport (FCA)

Response Timelines by Washington Region

Missoula-Based Personnel (MSO):

Eastern Washington (Spokane Area):

F - TRAINING INFORMATION: WAC 173-182-840(4)

F1. Include a list of the type and frequency of training staff receive as applicable by ICS position. The training must be position specific for the roles that may be filled by the SMT. A combination of training and experience in drills and spills may be used to describe SMT personnel capability within response roles. The list may be organized by position or may be an inventory of staff training levels.

The following categories of training, at a minimum, should be described as applicable to the role:

1. ICS training
2. NWACP policies and response tools
3. Use and location of GRPs
4. Contents of the contingency plan(s)
5. Worker health and safety requirements including Washington state specific regulations

WRI maintains a position-specific training program for Spill Management Team (SMT) personnel that combines formal ICS coursework, documented operational experience, and participation in drills and spill responses. Training is conducted on an initial and recurring basis to ensure personnel maintain qualifications and operational readiness in accordance with WAC 173-182 requirements.

Training is organized by ICS position and supported through a combination of classroom instruction, exercises, and field experience.

1. ICS Training (Position-Specific)

WRI personnel are qualified to fill ICS Command and General Staff Positions. All SMT personnel complete core ICS/NIMS training, including IS-100, IS-200, IS-700, IS-800, and ICS-300. Position-specific training is completed as applicable to the ICS role or satisfied through documented Type III incident experience. Documented and available for verification.

F2. Describe the responsibility for training based on employment status (full-time, part-time, or non-dedicated) and indicate whether the employer or employee is responsible for maintaining training. Describe how the employer verifies training compliance.

WRI is responsible for ensuring that all Spill Management Team (SMT) personnel maintain the training and certifications required for their designated ICS positions and operational roles. All personnel included in this application are full-time employees of WRI. Full-time personnel are required to maintain all ICS, safety, and position-specific training applicable to their assigned roles. WRI provides access to and coordinates all required training, including FEMA Independent Study coursework, position-specific ICS training, HAZWOPER refresher training, and participation in drills and exercises (e.g., TTX, DPX, WCD). WRI also conducts annual internal training to reinforce operational readiness and maintain familiarity with applicable policies, response tools, and contingency plan requirements. WRI maintains centralized training records for all personnel. These records document completed coursework, certification status and expiration dates, participation in exercises, and documented field experience, including incident descriptions and reference contacts. Training compliance is verified through routine internal reviews of training records and certification status to ensure all personnel remain current and qualified for their assigned ICS positions. WRI maintains sufficient personnel depth to staff multiple ICS functions simultaneously, as required by incident complexity. All training