

2012 ANNUAL OPERATING PLAN GATEWAY INTERAGENCY FIRE FRONT

This document serves as the Annual Operating Plan (AOP) as provided for in the Cooperative Fire Protection Agreement (CFPA), dated December 2009, between: the USDA Forest Service, Caribou-Targhee National Forest; USDI Bureau of Land Management, Idaho Falls District; City of Chubbuck, North Bannock County/ East Power County Fire Protection District; City of Pocatello; Bannock County, Pocatello Valley Fire Protection District/ Jackson Creek Fire Protection District/ Fort Hall Fire Protection District.

Per Section XII of the CFPA, an annual operating plan shall be prepared annually to update and define specific procedures and any changes that may arise between fire seasons.

The following changes and or additions have been made in standard operating procedures for the 2012 wildland fire season:

1. Minimum qualifications of fire suppression personnel,
2. Minimum requirements for personal protective equipment,
3. Minimum fire suppression equipment performance standards
4. The AOP list of resources and contacts has been updated with new personnel/equipment.

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MINIMUM QUALIFICATION STANDARDS

Training and Qualifications: It is recognized and agreed upon that the ultimate goal of the GIFF fire agencies is that all agencies will work toward meeting the training and qualification requirements and standards set forth by NWCG and PMS 310-1. Once declared a “GIFF fire” a unified command structure will be set up for the management of the incident. During the initial attack phase of the operation, all agencies, (federal, state, local and tribal) will accept each other’s standards with regard to wildland fire training and qualifications. *(For the purposes of this agreement, initial attack is generally defined as the first operational period and during mutual typically would be the first 12 hours of an incident).* Once jurisdiction is clearly established and the incident extends beyond initial attack, the standards of the agency(s) with jurisdiction will prevail. Any agency not meeting required standards for training and qualifications of the jurisdictional agency beyond the initial attack phase of the incident will be released from the incident or reassigned to other duties commensurate with their training and qualifications. Personnel from agencies that do not prescribe to the NWCG may be used on federally managed fires. In all instances incident commanders must ensure that all personnel and equipment resources are only assigned to duties commensurate with their competencies, agency qualifications and equipment capabilities.

MINIMUM PERSONNEL PROTECTIVE EQUIPMENT REQUIREMENTS

Personal Protective Equipment: All fire personnel assigned to line fire suppression duties on an uncontrolled wildfire incident operating within GIFF will wear appropriate personal protective equipment (PPE). Required PPE will minimally include the following:

- Fire resistant clothing (this may include either Wildland fire pants and shirts, fire resistant coveralls or structure turnout gear).
- Hard hat with chinstrap
- Leather gloves
- Fire shelter
- Leather boots

Some fire suppression duties and activities may require the additional use of ear and eye protection and/or the use of specialized leg protection (chaps) during chainsaw use.

Personnel not properly equipped with appropriate PPE will be released from active fireline duty and will be reassigned to other support functions or released from the incident.

MINIMUM EQUIPMENT REQUIREMENTS

Engine Typing and Equipment standards: GIFF agencies will provide annual updates to their respective engine and equipment lists associated with the GIFF annual operating plan and will list their equipment by appropriate NWCG type with regard to equipment capability and personnel staffing consistent with the typing charts located in the Fireline Handbook Appendix A listed below.

Kind	Components	Minimum Standards for Type						
		1	2	3	4	5	6	7
<i>Engines</i>	Pump Capacity Minimum (GPM) @ PSI	1000+	250+	150	50	50	30	10
	Rated Pressure	150	150	250	100	100	100	100
	Tank Capacity (gallons)	400+	400+	500+	750+	400-750	150-400	50-200
	Hose 2 ½ “ feet	1200	1000	-	-	-	-	-
	Hose 1 ½ “ feet	400	500	500	300	300	300	-
	Hose 1” feet	-	-	500	300	300	300	200
	Ladder feet	20	20	-	-	-	-	-
	Heavy Stream (GPM)	500	-	-	-	-	-	-
Personnel Minimum number	4	3	3	3	2	2	2	
<i>Water Tenders</i>	Tank Capacity (Gallons)	5000+	2500+	1000+	-	-	-	-
	Pump Capacity (GPM)*	300+	200+	200+	-	-	-	-
	Off Load Capacity(GPM)	300+	200+	200+	-	-	-	-
	Max Refill Time (Minutes)	30	20	15				

*Portable pump acceptable

Additionally, all GIFF agencies will attempt to equip their wildland engines and apparatus consistent with the recommended engine equipment list located in appendix M of the Interagency Standards for Fire and Fire Aviation Operations Guide (Redbook) as listed below. This will provide standardization with regard to hose size, threads and fittings.

Category	Item Description	NFES #	Type	
			3, 4, & 5	6
<i>Fire Tools & Equip</i>	McLeod	0296		1
	Combination Tool	1180	1	1
	Shovel	0171	3	2
	Pulaski	0146	3	2
	Backpack Pump	1149	3	2
	Fusees (case)	0105	1	½
	Foam, concentrate, Class A (5-gallon)	1145	1	1
	Chainsaw (and chaps)		1	1
	Chainsaw Tool Kit	0342	1	1
	Drip Torch	0241	2	1
	Portable Pump		*	*
<i>Medical</i>	First Aid Kit, 10-person	1143	1	1
	Burn Kit		1	1
	Body Fluids Barrier Kit	0640	1	1
	Flashlight, general service	0069	1	1
	Chock Blocks		1	1

Category	Item Description	NFES #	Type	
			3, 4, & 5	6
<i>General Supplies</i>	Tow Chain or Cable	1856	1	1
	Jack, hydraulic (comply w/GVW)		1	1
	Lug Wrench		1	1
	Pliers, fence		1	1
	Food (48-hour supply)	1842	1	1
	Rags	3309	*	*
	Rope/Cord (feet)		50	50
	Sheeting, plastic, 10' x 20'	1287	1	1
	Tape, duct	0071	1	1
	Tape, filament (roll)	0222	2	2
<i>General Supplies</i>	Water (gallon/person) minimum		2	2
	Bolt Cutters		1	1
	Toilet Paper (roll)	0142	*	*
	Cooler or Ice Chest	0557	*	*
	Hand Primer, Mark III	0145	*	*
	Hose Clamp	0046	2	1
	Gaskets (set)		1	1
	Pail, collapsible	0141	1	1
	Hose Reel Crank		*	*

2011 BANNOCK COUNTY COMMUNICATIONS PLAN

Purpose: Ensure inter-agency communications during non-routine multi-agency incidents.

Responsibilities:

Dispatcher
 Command
 Responders

Body: The operations channels, OPS 1-16, will be used for all communications during non-routine incidents requiring multi-agency response.

The dispatcher will assign the incident to an OPS channel when an incident requires a multi-agency response, if the agencies primary channel is adversely impacted by incident communications, or requested by command.

The following countywide channels are available:

- | | |
|--------------------|----------|
| 1B-OPS-1(Recorded) | 1B-OPS-5 |
| 1B-OPS-2 | 1B-OPS-6 |
| 1B-OPS-3 | 1B-OPS-7 |
| 1B-OPS-4 | 1B-OPS-8 |

1B-OPS-9
1B-OPS-10
1B-OPS-11
1B-OPS-12

1B-OPS-13
1B-OPS-14
1B-OPS-15
1B-OPS-16

The first channel assigned to the incident will be identified as the command channel. Subsequent channel requests will be designated by command but generally follow ICS structure utilizing designators such as Branch/Division/Group.

In order to allow for incident expansion channels will be assigned to incidents in the following order.

- Incident 1. 1B-OPS-1
- Incident 2. 1B-OPS-16
- Incident 3. 1B-OPS-8
- Incident 4. 1B-OPS-4
- Incident 5. 1B-OPS-12

Dispatch will notify all agencies currently operating or responding to the incident of the operating radio channel(s). All agencies will report to command or staging via the assigned channel.

Dispatch will notify and update all county dispatch centers of incident channel(s) assignments.

When requesting mutual aid resources from other Bannock County agencies, dispatch will provide the assisting agency with; incident nature, resource request, Incident Command Post and Staging area location and the radio channel(s) the incident is operating on.

Dispatch will assign additional radio channels to the incident at command request. As incident communication needs dictate Command will request additional radio channels from dispatch and indicate what the channel will be designated.

VHF Interoperability (GIFF, Wildland operations involving BLM and/or USFS). Note - This plan does not take the place of unified command. Agencies that frequently interact with federal firefighting agencies should have available to them two programmable VHF radios and two patch systems. For wildland operations declared GIFF initially two radio assignments will be made. The first OPS channel will be designated command and patched with the designated GIFF channel. The second OPS channel will be designated "air to ground" and will be patched with the corresponding VHF "air to ground" frequency. If the incident expands the BLM, USFS and other agencies will supply additional patch cables. Eastern Idaho Dispatch will identify additional VHF frequencies to be utilized.

Incidents that expand to the point where the General Staff (Operations, Planning, Logistics, and Finance Sections) and Command Staff (Safety, Information, Liaison Officers) are activated or if the sheer combination of incidents and channel usage require additional channels. Dispatch should consider moving the larger incident to the County ICS channels. The county ICS channels are required to be utilized for any incident that requires the activation of an agency's or the county EOC.

1B-ICS-CMD – Command
1B-ICS-OPS – Operations

1B-ICS-PLN – Planning
1B-ICS-LOG – Logistics

1B-ICS-FNC – Finance

1B-ICS-SAF – Safety

Incidents that expand beyond county agencies capabilities and require assistance from surrounding counties and/or state agencies the agency or county EOC should consider shifting incident communications to the statewide command and event channels. As not all agencies will immediately have the 700Mhz radios programmed with the state event & ICS channels spare radios should be available for distribution at the staging area. The county ICS channels would provide communications between the incident and the various EOC functions.

The following statewide event and ICS channels are available:

Command & General Staff Channels

ICS-CMD – Command

ICS-OPS – Operations

ICS-PLN – Planning

ICS-LOG – Logistics

ICS-FNC – Finance

ICS-SAF – Safety

Division/Group/Other

1B-EVENT-1(Recorded)

1B-EVENT-2

1B-EVENT-3

1B-EVENT-4

1B-EVENT-5

1B-EVENT-6

1B-EVENT-7

1B-EVENT-8

1B-EVENT-9

1B-EVENT-10

1B-EVENT-11

1B-EVENT-12

1B-EVENT-13

1B-EVENT-14

1B-EVENT-15

1B-EVENT-16

Upon completion of the incident or as the incident demands fewer radio channels command will consolidate and release channels back to dispatch.

GIFF FIRE CALL OUT PROCEDURES

WHEN ANY GIFF AGENCY RECEIVES A SMOKE REPORT NEAR ANY JURISDICTIONAL BOUNDARIES BETWEEN AGENCIES AND RESOURCES ARE SENT, THE RESPECTIVE DISPATCH CENTERS WILL BE CONTACTED WITH THE LOCATION OF THE REPORT AND RESOURCES THAT WERE SENT.

Upon confirmation of a wildland fire the Incident Commander or initial responding units will decide if further assistance is needed from GIFF agencies. In general err on the side of caution and order adequate resources to ensure prompt control and suppression of wildfires. If a GIFF fire is declared the following steps will be taken:

1. A GIFF fire is declared by the Incident Commander of an incident by calling their respective dispatch center with an estimate of resource needs by resource type and total numbers needed by type.
2. The incident Commander will designate a staging area and staging area manager for all incoming resources to report to for check in, briefing and assignment prior to engaging the fire. Depending on the situation the Incident Command Post and Staging area may be in the same or different locations.
3. Other GIFF dispatch centers are contacted with the following information exchanged:
 - a. Incident Name
 - b. Incident Commander
 - c. Staging area location and contact
 - d. Frequency to be used
 - e. Number and type of resources that the IC is requesting.
4. The responsible dispatch center will confirm with the Incident Commander the number and type of resources en route from each unit and their ETAs to the incident.
5. If the fire is entirely within the jurisdiction of one agency that agency will retain overall command of the incident. However, due to communications issues with different frequency bands being used between agencies we will manage the incident similar to a unified command situation. A command representative of each agency involved will remain at ICP or travel together to maintain communications between all agencies and resources.

INKOM FD - EQUIPMENT, PERSONNEL AND RADIO LIST

APPARATUS & EQUIPMENT LIST:

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER)	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWCG TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
161	Structure Engine	3	1250	750	1	Yes	No
162	WUI Structure Engine	4	1250	1000	1	Yes	Yes
163	Tactical Tender	2	500	2000	T1	Yes	Yes
165	Support Tender	1	200	3000	S2	Yes	No
464	Wildland Engine	3	50	1000	4	Yes	Yes
666	Wildland Engine	3	75	250	6	Yes	Yes
QRU	EMS – Nontransport	2	n/a	n/a	n/a	n/a	Yes
CHF69	Command Sup	1	n/a	n/a	n/a	n/a	Yes

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

Common Name	TRANSMIT	RECEIVE	TONE	USE IDENTIFICATION
	158.730	154.755	466.2/151.4	Repeater
	154.755	154.775		Tactical

PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	PHONE	CELL	FAX	EMAIL
Johnny Ketner	Chief	775-3228	220-2749	775-3374	inkomcityfire@cableone.net
Bill Swan	Asst. Chief	775-3127	220-5992		rpdcrcfire@bdawg.net
Dispatch	BCSD	236-7111		236-7112	

POCATELLO VALLEY FD - EQUIPMENT, PERSONNEL AND RADIO LIST

APPARATUS & EQUIPMENT LIST

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWCG TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
E1	Engine	3	1,000	1,000	1	No	No
E2	Engine	3	1,000	1,000	1	No	No
E3	Engine/Tender	3	1,000	2,500	1/2	No	No
QR	Engine	3	300	250	6	Yes	Yes
Brush Rig	Engine	3	300	750	4	Yes	Yes

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

Common Name	TRANSMIT	RECEIVE	TONE	USE IDENTIFICATION

PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	PHONE	CELL	FAX	EMAIL
Karen Aguilar	Chief	775-3581	221-3582	775-3687	commandone1@cableone.net
Tony Aguilar	Batt Chief	775-3581	221-3488	775-3687	
Kevin Spencer	Fire Marshall	232-8215			cksspenger@cableone.net
Dispatch	BCSD	236-7111		236-7112	

POCATELLO FD- EQUIPMENT, PERSONNEL AND RADIO LIST

APPARATUS & EQUIPMENT LIST

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWCG TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
Fire Chief	Command	1					Yes
AC – Ops	Command	1					Yes
AC – Support	Command	1					Yes
BC	Command	1					Yes
E-1	Structural Engine	3	1500	750	I	No	No
E-2	Structural Engine	3	1500	750	I	Yes	No
E-3	Structural Engine	3	1500	750	I	Yes	No
E-5	Structural Engine	3	1500	750	I	Yes	No
Tower 1	Aerial Engine	3	2000	200	I	Yes	No
RE-2	Structural/Aerial Engine	3	1500	400	I	No	No
RE-3	Structural Engine	3	1500	750	I	No	No
B-1	Brush Engine	3	50	250	VII	No	Yes
B-2	Brush Engine	3	50	250	VI	No	Yes
B-3	Brush Engine	3	50	250	VII	No	Yes
B-5	Brush Engine	3	50	1000	III	Yes	Yes
A-1	ALS Ambulance	2			I		Yes
A-2	ALS Ambulance	2			I		Yes
A-3	ALS Ambulance	2			I		Yes
A-5	ALS Ambulance	2			I		Yes
RA-1	ALS Ambulance	2			I		Yes
RA-2	ALS Ambulance	2			I		Yes
RA-3	ALS Ambulance	2			I		Yes
RA-5	ALS Ambulance	2			I		Yes

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

COMMON NAME	TRANSMIT	RECEIVE	STONE	USE IDENTIFICATION
1B-PFD-1 700Mhz	N/A	N/A	N/A	PFD Primary
1B-OPS-2 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-3 700Mhz				
1B-OPS-4 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-5 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-6 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-7 700Mhz	N/A	N/A	N/A	County Wide Interoperability

COMMON NAME	TRANSMIT	RECEIVE	TONE	USE IDENTIFICATION
1B-OPS-8 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-9 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-10 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-11 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-12 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-13 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-14 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-15 700Mhz	N/A	N/A	N/A	County Wide Interoperability
1B-OPS-16 700Mhz	N/A	N/A	N/A	County Wide Interoperability

PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	PHONE	CELL	FAX	EMAIL
Mike Irwin	Chief	234-6202	681-9616	233-4043	mirwin@pocatello.us
David Gates	Asst. Chief	234-6204	681-9616	233-4043	dgates@pocatello.us
Mike Williams	Asst. Chief	234-2629		233-4043	mwilliams@pocatello.us
Tom Sanford	Batt. Chief –A	234-6207	681-9612	N/A	tsanford@pocatello.us
Ron Davies	Batt. Chief – B	234-6207	681-9615	N/A	rdavies@pocatello.us
Greg Vickers	Batt. Chief–C	234-6207	681-9618	N/A	gvickers@pocatello.us
Dispatch	Pocatello Police	234-6100		236-6247	

CHUBBUCK FD- EQUIPMENT, PERSONNEL AND RADIO LIST

APPARATUS & EQUIPMENT LIST:

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER)	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWCG TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
301	Engine	4-5	1250	750	1	Yes	No
302	Engine	4-5	1250	750	1	Yes	No
303	Engine	4-5	1250	1000	1	Yes	No
305	Wildland Eng	3	250	750	4	Yes	Yes
306	Wildland Eng	3	98	750	4	Yes	Yes
307	Wildland Eng	3	250	800	4	Yes	Yes
309	Wildland Eng	3	250	1000	4	Yes	Yes
310	Tender	2	250	3500	2	No	No
312	Wildland Eng	3	98	750	4	Yes	Yes
315	Wildland Eng	3	250	1800	WT2	Yes	Yes

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

COMMON NAME	TRANSMIT	RECEIVE	TONE	USE IDENTIFICATION
1B-CFD-1 700Mhz	N/A	N/A	N/A	Agency Primary

PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	OFFICE	CELL	FAX	EMAIL
Eric King	Chief	237-3212	317-8064	237-1121	eking@cityofchubbuck.us
Merlin Miller	Div. Chief	237-3212	317-8065	237-1121	mmiller@cityofchubbuck.us
On-Call	N/A	237-3212	317-8033	237-1121	
Dispatch	Chubbuck	237-0770		237-0944	

FORT HALL FD - EQUIPMENT, PERSONNEL AND RADIO LIST

APPARATUS & EQUIPMENT LIST:

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER)	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWCG TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
0460	Command	1	125	200	VI	No	Yes
0464	Command	1	125	200	VI	No	Yes
E-1	Structural Engine	2	1250	1000	I	Yes	No
E-2	Structural Engine	2	1500	500	I	No	No
WT-1	Water Tender	2	1250	3000	I	Yes	No
WT-2	Water Tender	2	200	2500	II	Yes	No
0461	Brush Engine	2	125	200	VI	Yes	Yes
0462	Brush Engine	2	125	200	VI	Yes	Yes
0463	Brush Engine	2	125	300	VI	Yes	Yes
0465	Brush Engine	2	125	200	VI	No	Yes
0466	Brush Engine	2	125	600	VI	No	No
0443	Brush Engine	2	125	1200	IV	Yes	Yes
0444	Brush Engine	2	125	800	IV	Yes	Yes
A-71	BLS Ambulance	2			II		No
A-72	BLS Ambulance	2			II		Yes
A-73	BLS Ambulance	2			II		No
	Command Van	1					No

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

Common Name	TRANSMIT	RECEIVE	TONE	USE IDENTIFICATION
FHFD Kinport Peak	159.060	155.490		Agency VHF Primary
FHFD Ferry Butte	159.60	155.490		Agency VHF Primary
FHFD TAC	155.490	155.490		Agency VHF Tactical
SB-FFD-1700Mhz	N/A	N/A		Agency 700Mhz Primary
SB-FFD-T1 700Mhz	N/A	N/A		Agency 700Mhz Tactical
SB-REG 700Mhz	N/A	N/A		Statewide Interoperability

PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	OFFICE	CELL	FAX	EMAIL
Brian Briggs	Interim Chief		221-3708	478-3788	bbriggs@sbtribes.com
Dispatch	Fort Hall Police	478-4000		478-4001	
Dispatch	Fort Hall Police	238-4000		238-4001	

BLM - EQUIPMENT, PERSONNEL AND RADIO LIST

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER)	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWC TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
3411	Eng-Dubois	5	50	800	4	Yes	Yes
3612	Eng-Dubois	3	50	250	6	Yes	Yes
3421	Eng-IF	5	50	800	4	Yes	Yes
3424	Eng-IF	5	50	800	4	Yes	Yes
3431	Eng-At Cty	5	50	800	4	Yes	Yes
3441	Eng-Blckft	5	50	800	4	Yes	Yes
3442	Eng-Ft Hall	5	50	800	4	Yes	Yes
3451	Eng-Pocatello	5	50	800	4	Yes	Yes
3452	Eng-Chubbuck	5	50	800	4	Yes	Yes
3453	Eng-Pocatello	5	50	800	4	Yes	Yes
3461	Eng-Am Falls	5	50	800	4	Yes	Yes
3462	Eng-Am Falls	5	50	800	4	Yes	Yes
3471	Eng-Soda	5	50	800	4	Yes	Yes
3481	Eng-Malad	5	50	800	4	Yes	Yes
3482	Eng-Malad	5	50	800	4	Yes	Yes
3232	Dozer-IF	2	n/a	n/a	2	n/a	n/a
3263	Dozer-Am Falls	2	n/a	n/a	2	n/a	n/a
3227	WT-IF	1	200	3000	2	Yes	No

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

Common Name	TRANSMIT	RECEIVE	STONE	USE IDENTIFICATION
Command 1	163.1500	169.7750	100.0/0	
Command 2	163.1500	169.7750	151.4/0	
Command 3	168.1500	172.2250	136.5/0	
Air to Ground	167.5250	167.5250		
Tactical	172.6250	172.6250		

PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	OFFICE	CELL	FAX	EMAIL
Rick Belger	FMO	524-7601	709-2401		
Bob Mallett	AFMO	524-7582	709-2404		
Joel Gosswiller	AFMO	236-7560	709-2403		
Dan Zajanc	FOS	478-6351	709-2450		
Cory Berkebile	FOS	478-6381	709-2440		
Richard Zimmerman	FOS	524-7603	709-2420		
Zac Brouillette	FOS	524-7668	709-2430		

Dispatch	Eastern Idaho	524-7600	529-1020	524-7614	
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FOREST SERVICE - EQUIPMENT, PERSONNEL AND RADIO LIST

VEHICLE ID (local ID)	EQUIPMENT TYPE (ENG,TENDER,DOZER)	STANDARD STAFFING #	PUMP GPM	TANK SIZE	NWCG TYPE	FOAM CAPABILITY YES OR NO	4 X 4 CAPABILITY YES OR NO
611	Eng-Dubois	3	50	300	6	Yes	Yes
612	Eng-Dubois	3	50	300	6	Yes	Yes
621	Eng-Is Park	3	50	300	6	Yes	Yes
622	Eng-Is Park	3	50	300	6	Yes	Yes
623	Eng-Ashton	3	50	300	6	Yes	Yes
624	Eng-Ashton	3	50	300	6	Yes	Yes
641	Eng-Swan Val	3	50	300	6	Yes	Yes
661	Eng-Driggs	3	50	300	6	Yes	Yes
651	Eng-Soda Sp.	3	50	300	6	Yes	Yes
632	Eng-Montpelier	3	50	300	6	Yes	Yes
631	Eng-Montpelier	3	50	300	6	Yes	Yes
673	Eng-Malad	3	50	300	6	Yes	Yes
671	Eng-Pocatello	3	50	300	6	Yes	Yes
672	Eng-Pocatello	3	50	300	6	Yes	Yes

APPROVED FIRE RADIO FREQUENCIES FOR GIFF ZONE:

Common Name	TRANSMIT	RECEIVE	STONE	USE IDENTIFICATION
Command 1	163.1500	169.7750	100.0/0	
Command 2	163.1500	169.7750	151.4/0	
Command 3	168.1500	172.2250	136.5/0	
Air to Ground	167.5250	167.5250		
Tactical	172.6250	172.6250		

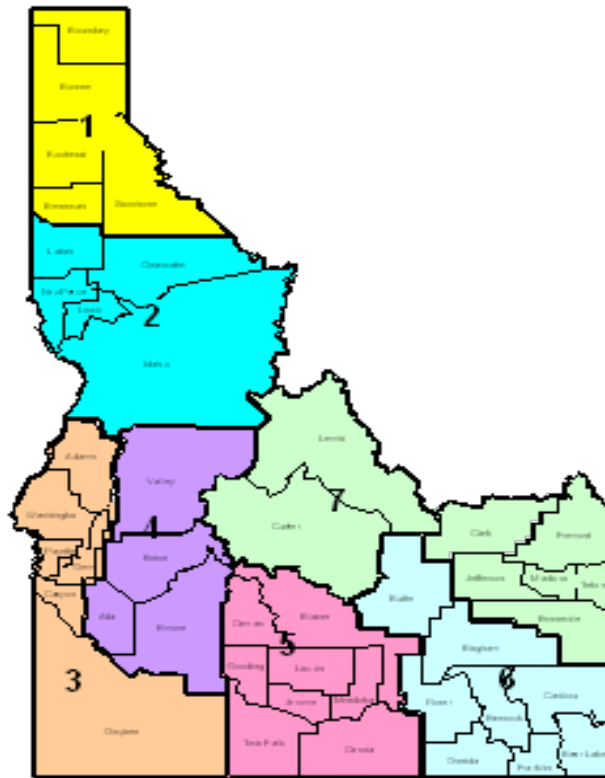
PERSONNEL AND CONTACT LISTINGS:

NAME	TITLE	OFFICE	CELL	FAX	EMAIL
Chris Ourada	FMO	524-7625	313-7960		courada@fs.fed.us
Greg Burch	Zone FMO	236-7513	313-7814	236-7555	goburch@fs.fed.us
Clint Bastian	Zone AFMO	236-7545	313-7828		cbastian@fs.fed.us
Airk Jorgensen	Zone AFMO	236-7540	313-7818		ajorgensen@fs.fed.us
Gene Hodges	Helitack Manager	236-7507	313-7826		gmhodes@fs.fed.us
Jeff Hammes	Dist. Ranger	236-7510	313-7770		jhammes@fs.fed.us
Dispatch	Eastern Idaho	524-7600	529-1020	524-7614	

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Attachment 2 State Districts

District 1	District 2	District 3	
Benewah Bonner Boundary Kootenai Shoshone	Clearwater Idaho Latah Lewis Nez Perce	Adams Canyon Gem Owyhee Payette Washington	
District 4	District 5	District 6	District 7
Ada Boise Elmore Valley	Blaine Camas Cassia Gooding Jerome Lincoln Minidoka Twin Falls	Bannock Bear Lake Bingham Butte Caribou Franklin Oneida Power	Bonneville Clark Custer Fremont Jefferson Lemhi Madison Teton



District 1		District 2		District 3	
Benewah	245-2555	Clearwater	476-4521	Adams	253-4227
Bonner	265-5525	Idaho	983-1100	Canyon	454-7531
Boundary	267-3151	Latah	882-2216	Gem	365-3521
Kootenai	466-1300	Lewis	937-2447	Owyhee	495-1154
Shoshone	556-1508	Nez Perce	731-9572	Payette	642-6008
				Washington	412-2121

District 4		District 5		District 6	
Ada	377-6790	Blaine	788-5555	Bannock	236-7104
Boise	392-6059	Camas	764-2261	Bear Lake	847-2287
Elmore	587-2100	Cassia	878-2251	Bingham	785-1234
Valley	382-5160	Gooding	324-1911	Butte	527-8553
		Jerome	324-1911	Caribou	547-4324
		Lincoln	324-1911	Franklin	582-1097
		Minidoka	434-2320	Oneida	766-2251
		Twin Falls	324-1911	Power	226-2311

District 7		District Directors	
Bonneville	529-1200	District 1- Dean Marcus	772-5711 C: 660-0126
Clark	374-5403	District 2- Ed Button	882-2831 C: 509-336-3919
Custer	879-2232	District 3- Richard Davies	468-5770 C: 250-3251
Fremont	624-4482	District 4- Perry Oldenburg	570-6568 C: 989-1118
Jefferson	745-9210	District 5- Bart Lassman	788-5577 C: 727-1187
Lemhi	756-4203	District 6- Eric King	237-3212 C: 317-8064
Madison	356-5426	District 7- Mike Warner	C: 833-3042
Teton	354-2323		

Attachment 3

IDAHO FIRE SERVICE RESOURCE RESPONSE PLAN



Release date:
Version: 1
Modifications: October 7, 2010
Revised: March 2012

CONCEPT AND DESIGN

A. Purpose

This is not a Mutual Aid Agreement; this is an implementation plan which supports Regional Mutual Assistance.

The purpose of the *Idaho Fire Service Resource Response Plan* (hereafter known as the Plan) is to provide local officials with easy access to additional resources that may be needed in a major incident. This is not to replace existing mutual aid agreements but to supplement those agreements during large incidents. The Plan is based on a series of observed occurrences and shared experiences during recent disasters and major emergencies across the nation. Most importantly, it is a practical approach to provide resources in quantities beyond the means of any single jurisdiction.

State and local agencies created the Plan to provide for the systematic mobilization, deployment, organization, and management of resources to assist local agencies in a major fire, disaster or other major incident. This Plan is intended to provide the Incident Commander an avenue for additional response resource support during the period between the first response and the opening of the county Emergency Operations Center (EOC). Upon activation of the county EOC, response resource management is transferred to the county EOC. In very large incident where State assistance is requested and the Governor issues a Proclamation of Disaster Emergency, the Idaho Emergency Operations Center (IDEOC) is activated and provides statewide coordination of response resources utilizing the State Plan Coordinator or their designee within the IDEOC, Emergency Support Function 4, Firefighting.

Idaho is susceptible to natural and man-made disasters, therefore accentuating the need for this level of coordination and preparation. The effective management of emergency response personnel during the incipient stage of any major incident and throughout its extended operations will by far, have the most significant impact on life loss and the severity of injuries to the affected population.

The Plan provides for the rapid activation and response of aid to a community in the event of a localized incident that exhibits the potential or has escalated beyond the capability of the first response and automatic aid resources the Incident Commander can muster. These events can include a major fire, train derailments, hazardous materials incidents, terrorism, public health and other events overwhelming the local authority, and its normal mutual aid resources, which serve the community.

This Plan was developed by the Idaho Fire Chiefs Association in cooperation with the Idaho Bureau of Homeland Security, Idaho Department of Lands and the Idaho State EMS Bureau, with guidance from the International Association of Fire Chiefs. Other public safety disciplines are invited, and encouraged, to participate in the ongoing development of this plan.

B. Key Concepts of the Plan

The emergency management structure in the state of Idaho is guided by *The Idaho Homeland Security Act of 2004* (46-1001) and sets up a structure which has four levels of intervention (local, county, state and federal).

The basic concept of this plan is the lowest level of government shall have initial responsibility for disaster response and relief, attempting to mitigate the situation with the resources available at that level. Requests for assistance from the next higher level of government will be made when the magnitude of the disaster either exceeds the resources of the local level of government or the resources needed are not available at the local level.

Under the *State Disaster Preparedness Act* (Title 46, Chapter 10), each county government is to operate an emergency management function for the purpose of coordinating disaster relief efforts in that county. Upon exhaustion of resources at the county level, requests for state assistance will be made to the Idaho Bureau of Homeland Security. Based on this or other information, the Governor may declare a state of emergency exists and direct state resources into the affected area. The Idaho Emergency Operations Center (IDEOC) would be activated at this time and will provide direct liaison to the county EOC regarding the coordination of state resources operating and/or responding into the affected area.

State agencies will provide resources to local government according to functional responsibilities; these functions are referred to as Emergency Support Functions (ESF). For each function, one state agency will have primary responsibility and will provide resources and leadership relating to that function.

When local and state resources are determined to be inadequate to respond to the disaster, the Governor will request assistance through the Federal Emergency Management Agency (FEMA). The requests will be based on state and local damage reports and expenditure reports for disaster-related activities. When the President of the United States declares an emergency or a major disaster, federal assistance would then be authorized to assist state government. The Idaho Bureau of Homeland Security has been designated as the state agency responsible for coordinating assistance received through federal programs.

The Plan is directed towards enhancing incident management at the local, county, regional and state level of government by:

- Providing a simple method to immediately activate additional personnel and resources until or when the coordination role of the county EOC becomes operational.
- Establishing the positions, roles, and responsibilities necessary to activate and maintain this Plan.
- Complementing other disaster plans at the local and state level.
- Utilizing the Incident Command System (ICS) through protocols established by the National Incident Management System (NIMS) adopted by local governments and the State of Idaho.

C. Authority

Those parties domiciled in the State of Idaho have authority to enter into agreements with other parties domiciled in the State of Idaho and parties domiciled in other states pursuant to the provisions of Idaho Code Sections 67-2326, 67-2328, 31-1430, and 31-1430(A); and

Those parties which are state agencies of the State of Idaho have authority to provide mutual aid, including personnel, equipment and other available resources, to assist cities or political subdivisions in accordance with mutual aid agreements or at the direction of the Governor pursuant to the provisions of Idaho Code Section 67-2339; and

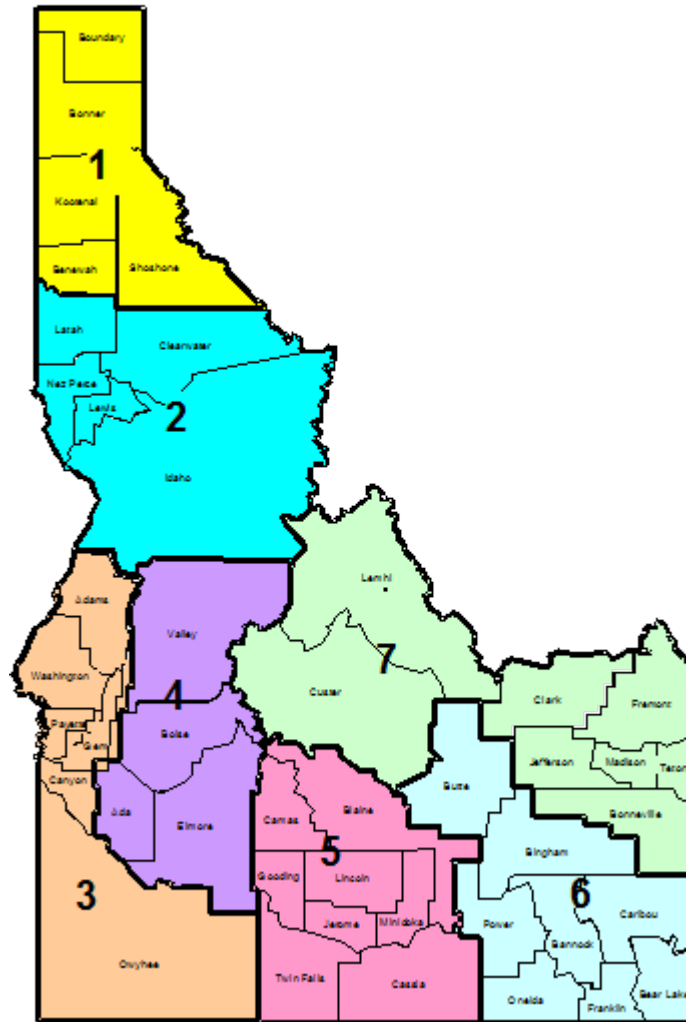
Those parties domiciled in the State of Idaho who are ambulance districts may enter into a cooperative agreement with adjacent counties to provide services within such counties and the provisions of an agreement shall be considered as such a mutual aid or cooperative assistance agreement pursuant to the provisions of Idaho Code Section 31-3906. (To be reviewed)

This is not a Mutual Aid Agreement; this is an implementation plan which supports Regional Mutual Assistance. The above are the statutes that allow governing agencies to participate in such an agreement.

ORGANIZATIONAL STRUCTURE AND RESPONSIBILITIES

The Idaho Fire Chiefs Association has divided the state into seven (7) district response areas for program administration, for the purpose of maintaining the Plan. The Districts are designated as numerals 1-7.

District 1	District 2	District 3	District 4	District 5	District 6	District 7
Benewah Bonner Boundary Kootenai Shoshone	Clearwater Idaho Latah Lewis Nez Perce	Adams Canyon Gem Owyhee Payette Washington	Ada Boise Elmore Valley	Blaine Camas Cassia Gooding Jerome Lincoln Minidoka Twin Falls	Bannock Bear Lake Bingham Butte Caribou Franklin Oneida Power	Bonneville Clark Custer Fremont Jefferson Lemhi Madison Teton



Each IFCA district will have a District Coordinator. The District Coordinator is responsible for tracking all available resources within the district.

Districts with limited resources may elect to have one person coordinating more than one district. Alternates for each position should be identified in the event that the primary person is not available during an incident. They should be geographically separate from each other in the district. With the assistance of the District Coordinators, the individual agencies will be given the opportunity to designate resources available in support of the Plan. The combined resources of the seven (7) districts comprise the Plan's resource network.

A checklist for each key position, including their roles and responsibilities, are identified in Appendix B.

A. Activation of the plan

See Appendix A for Plan Activation Check List.

When an agency is affected by a large incident or disaster situation locally, the Incident Commander will initially request additional assistance by utilizing the local mutual aid system. The Plan recognizes that there are several variations of mutual aid systems throughout the state of Idaho. The Plan is not intended to replace or inhibit the development of any local or regional mutual aid system.

When a local jurisdiction is no longer able to obtain additional resources through their respective automatic or mutual aid system, the Incident Commander will direct their dispatch center to contact the IFCA District Coordinator's dispatch center to notify the District Coordinator that activation of *Idaho Fire Service Resource Response Plan* has been requested.

During any major incident, interagency coordination is essential. Local Emergency Operations Centers (EOCs), on behalf of the Incident Commander, may be requested to activate as necessary to support the incident response. When the county EOC is operational, resource requests should begin to flow through the county EOC. The county EOC may utilize this plan and IFCA District Coordinators within the EOC Emergency Support Functions to fill resource requests.

In a situation where there are multiple incidents or jurisdictions requesting resource support, it is the role of the county EOC to allocate scarce resources based on the priorities established by the EOC Manager and their coordination group.

Following activation of this Plan, the District Coordinator will request their dispatch center notify the county emergency management office where the incident is taking place as well as the Idaho Bureau of Homeland Security. This notification is for information sharing to maintain a common operating picture.

B. Request for Assistance

Upon activation of this plan, all requests for assistance will be coordinated and filled through the

District Coordinators. After filling a resource request the District Coordinator shall notify the requesting Incident Commander that the resource request has been filled and provide details of the activated resource's mobilization plan. Listing exactly what resources are being requested, what area(s) resources have already been utilized from, the anticipated duration of the mission and nature of the mission to which those resources will be assigned.

The District Coordinators will then process the requests based upon the information given and forward the requests to the agencies providing the additional resources.

Departments receiving requests for assistance, reserve the right to decline the request.

C. Resource Inventory

Each department will maintain an updated inventory of the equipment, vehicles and personnel with specialty training (for example technical rescue) which are available for response within the scope of the Plan. All resources should be categorized using the National Incident Management System (NIMS) Resource Inventory Tracker database hosted by the Idaho Bureau of Homeland Security. The participating agencies should update their resource inventory as needed or at least annually utilizing BHS Resource Inventory Tracker. The District Coordinators will utilize the BHS Resource Inventory Tracker as a guide to determine availability of resources to fill requests for assistance.

This Plan will use the federally recognized NIMS Typed Resource Definitions Standards for Fire and Hazardous Materials Resources, FEMA Publication FEMA 508-4. To access to BHS Resource Inventory Tracker database, visit:

<http://www.bhs.idaho.gov/Pages/Plans/NIMS/ResourceManagement.aspx>. The BHS NIMS Coordinator will assist Idaho Fire Departments with access to the BHS Tracker database.

DEPLOYMENT OF RESOURCES

A. Critical Concepts

Critical to the success of this plan is the concept of efficient timeframe for deployment. In concert with this concept, it is important that all resources deployed are adequately documented and tracked.

Immediate Need Response: In many emergency situations, a more rapid deployment may be deemed necessary and authorized as an Immediate Need Response. Time frame for deployment of these missions shall be as soon as possible but preferably within thirty (30) minutes of notice of request to the supporting agency. Unless otherwise stated, the anticipated duration of the deployment will be less than 24 hours. Deployed resources shall respond to the location designated at time of dispatch.

It is anticipated that immediate need requests will have shortened preparation time frame, and agencies should have prepared "go bags" for quick deployment.

Planned Need: Unless specified otherwise at the time of request, the standard for deployment of agency resources shall be within three (3) hours of notice of the request. Unless otherwise stated, the anticipated duration of the deployment will range from 24 hours to a maximum of 72 hours. Deployed resources shall respond to the designated Staging Area.

Mission Verification for Response: To reduce “free lancing” or self-dispatching, all resources ordered under this plan will be asked for an incident/order number upon check-in. Units unable to provide the number will be released from the scene.

B. Self-Dispatch

Fire Department units and/or individuals shall not self-dispatch to plan activations. The Incident Command System is based on the principle which the Incident Commander or Incident Command Team knows the resource needs and follows the proper channels to request those resources. Violations of this principle not only complicate the incident, but endanger those responders operating outside of a structured response. Free lancing or self-dispatched units will not be tolerated. Units found to have self-dispatched **WILL NOT BE ELIGIBLE FOR COST RECOVERY/DAMAGES OR LOSS** to their units.

C. Demobilization

Demobilization from incidents will be relayed through appropriate dispatch channels to notify home units of release of their resources. All assigned resources must follow established demobilization procedures. Termination of the Incident Command System is not accomplished until demobilization is complete. A demobilization checklist should be completed for each unit (use ICS 221-Demobilization Form).

D. Training Competencies/Physical Capabilities

All personnel responding to a plan activation shall have the requisite training/certification and shall be in physical condition commensurate with the expected tasks/position they will be filling. The Authority Having Jurisdiction will be responsible to insure assigned personnel meet the minimum training and fitness for duty requirements. At the minimum, they will have met the following minimum requirements:

- Firefighting personnel: Personnel shall be certified by their Agency Head to perform assigned tasks
- Medical personnel: State of Idaho Basic EMT certification for medical personnel
- All responders: FEMA ICS 100 training or NWCG I-100.

DOCUMENTATION

Once requested resources are en route, it is critical that the documentation process begin. Documentation is important in order to receive funds should the incident become eligible for reimbursement at the State or Federal level. The documentation process is the

responsibility of both the supporting agency and the Incident Commander/Incident Management Team.

A. Required Documentation

Teams or vehicles which are identified by the requesting Incident Commander to respond as a part of this Plan are to be equipped with proper documentation. Such documentation should include the following:

- Copy of all ICS forms (multiple copies of ICS 214, Unit Log).
- Emergency Contact Form.
- Copy of all vehicle/apparatus registrations.
- Copy of basic vehicle/apparatus inventory.
- Incident/order number.
- The support agency should have access to a credit card to cover unanticipated en-route expenses, or other type of arrangements.

The deployed unit's officer in charge will, prior to responding or while en-route, insure the ICS 214 and the Emergency Contact Forms are completed and present them to the Staging Area Manager or appropriate Incident Management Team Member, on arrival.

The requesting Incident Commander's Dispatch Center must complete a "Request for Assistance Form". The Dispatch Center will then forward the information to the District Coordinator's Dispatch Center. See attached form.

B. Dispatch Information

All requested resources would receive dispatch information prior to responding to the incident. The information will clearly identify:

- Reporting location
- Directions to reporting location (maps are always helpful)
- Any special instructions
- Contact name and telephone number for the jurisdiction requesting assistance
- Order/incident number
- Communication frequencies

LOGISTICAL SUPPORT

The requesting Incident is responsible for logistical support.

A. Self-Sustaining

The logistical support of mutual aid resources is critical in the management of an emergency effort. It is believed a tiered resource response will be necessary. Initially, units sent to an emergency will be self-sustaining for a period of 72 hours or able to return home each day,

unless otherwise advised by the affected jurisdiction that logistical support has been established for the mutual aid forces. It is a fundamental assumption that this logistical support will be established as soon as possible and will be maintained by the agency requesting the resources. This shall include full structural fire, wildland fire, and HazMat PPE as appropriate.

The size of the response sent to the area, the severity of the emergency, the extent of the area involved, and the infrastructure that is still functional within the affected area, will ultimately determine the extent to which logistical support is required.

Transportation to and from the area:

- Staging areas, within and outside, the emergency area
- Overnight storage for vehicles
- Maps and directions for responding personnel
- Emergency towing and repairs
- Designating fuel, oil, and water depots

Food supplies and preparation:

- Self-contained mobile food preparation units
- Personnel to prepare/distribute meals
- Sanitation and clean up
- Food supplies/utensils

Overnight shelter and rehabilitation areas:

- Provide suitable (secure) overnight shelter
- Environmental considerations (rain, sun/heat, insects)
- Bedding
- Transportation to and from shelter
- Parking and security of apparatus
- Electricity/generator power
- Water and sanitary facilities
- Communications links (in and out of the emergency area)
- Critical Incident Stress De-briefing considerations
- Affected worker support/assistance

B. Communications

It remains the responsibility of the requesting incident to make arrangements for effective communications. Common terminology for all voice transmissions must be utilized.

REIMBURSEMENT PROCEDURE

Upon the activation of this plan, this Reimbursement Procedure will be applicable to all on-scene and responding agencies after the first 12 hours from dispatch to the incident or from time of

dispatch to the incident if expenses are reimbursable thru a Fire Management Assistance Grant (FMAG) or an Emergency/Disaster Declaration. The requesting organization will reimburse the responding organization for all deployment and operational costs to include those related to personnel, use of equipment, and travel. A responding organization may choose to assume or donate, in whole or in part, the costs associated with any loss, damage, expense or use of personnel, equipment and resources provided to the requesting organization. Agencies responding to incidents under the Emergency Response Plan may or may not be reimbursed for their expenses. Reimbursement may be provided by the local entity requesting assistance or by the federal government if the incident occurs on federal land, or the incident may be covered by other statutes concerning reimbursement (e.g. hazardous materials incidents). In any case, by participating in the Response Plan, agencies assume full responsibility for tracking their costs. Furthermore, without valid documentation, no reimbursement will be made.

A. Financial Assistance Availability

State – The impact of a disaster can exceed local financial resources and area agency’s ability to fulfill the needs of the citizens. Financial aid and assistance may be requested from the State of Idaho. Financial assistance is available from a variety of sources within the state on a supplemental basis through a process of application and review. Agencies responding under the Plan should contact the District Coordinator of the impacted county for the appropriate source of assistance and for application procedures.

Federal – When damages are so extensive that the combined local and state resources are not sufficient, the governor submits a request for an emergency or major disaster declaration to the President through FEMA. A joint FEMA, state and local team will conduct a Preliminary Damage Assessment to determine if there is a need for federal assistance. If federal assistance is justified, the President issues an emergency or major disaster declaration and various emergency or disaster programs are made available. Federal assistance is on a shared cost basis with 75% federal funds and 25% non-federal funds. There may be separate Federal Agreements in place.

B. Documentation

Any reimbursement, either state or federal, is based on the supporting documentation. The same documentation procedures are applicable to both the state and federal claims. The documentation must be able to stand the test of audit.

Force Account Labor Summary Record – FF 90-123
<http://www.fema.gov/library/viewRecord.do?id=2729>

The attached “Documenting Disaster Costs” forms will provide the guidelines and tools needed to set up files and document costs. The forms utilized are also available in a computerized version using MS Excel. Failure to properly document costs may result in part or the entire claim being ineligible for reimbursement. It is very important to document the request for mutual aid in addition to documenting costs.

<http://www.fema.gov/government/grant/pa/forms.shtm>

C. Eligibility

To meet eligibility requirements for reimbursement, an item of work must:

- Be required as the result of the emergency or disaster event
- Have been requested by the impacted jurisdiction
- Be located within a designated emergency or disaster area
- Be the legal responsibility of the eligible applicant

Agency resources activated by this plan must submit reimbursement claims to the impacted jurisdiction(s) within the established timelines.

PLAN MAINTENANCE

The coordination of the Idaho Fire Service Resource Response Plan, including its development, revision, distribution, training and exercising is the responsibility of the Idaho Fire Chief's Association. The IFCA Emergency Response Plan Committee will assist in this process. The committee will be composed of the following:

- State Plan Coordinator (Chairperson)
- Deputy State Plan Coordinator (Vice-Chairperson)
- District Coordinators, one representative from each of the seven districts
- State of Idaho, Bureau of Homeland Security, one representative
- State of Idaho, Bureau of Emergency Medical Services, one representative
- Idaho Emergency Management Association, one representative
- Dispatcher, County Based Communications Center, one representative

The State Coordinator may recommend to the IFCA's Board of Directors that the membership of the committee be altered as deemed necessary for the success of the Plan. The Board will consider and approve/disapprove all such recommendations from the State Coordinator.

A. Revision Process

The following process will be utilized when plan revisions are requested and/or required.

August: The Idaho Fire Chiefs Emergency Response Plan Committee members are requested by the committee chair to solicit their respective areas for recommended revisions to the Plan. These individuals will provide written comments to the chair by the Fall Board of Directors meeting.

Fall Board Meeting: At the IFCA Fall Board of Directors meeting, the State Coordinator summarizes the recommended revisions to the Plan. The board of directors provides preliminary direction as to the scope of the proposed changes and sends it back to the Emergency Response Committee for final draft.

January: The IFCA Emergency Response Plan Committee prepares a final draft of the Revised

IFCA Emergency Response Plan for distribution to the board of directors. The board of directors will review the revisions and adopt the IFCA Emergency Response Plan at the Annual meeting.

April: The Revised IFCA Emergency Response Plan Committee will be distributed to all Emergency Response Plan members and any revisions affecting training and/or operations will be incorporated into the Emergency Response Plan training packages and distributed accordingly. The updated IFCA Emergency Response Plan will be posted on the Idaho Fire Chief's Association Web site.

All changes to the IFCA Emergency Response Plan will be documented and included in a Plan Revision Log that will become a part of the Emergency Response Plan. Additionally, a record of those serving on each review process will be documented and included into the Plan Revision Log.

B. Key Positions

State Plan Coordinator: President of the IFCA/Designee is responsible for chairing and directing the Emergency Response Committee. The State Plan Coordinator should be an individual with experience in the coordination of local/regional mutual aid systems. The State Plan Coordinator is responsible for training, operational readiness and exercising of the Plan on the state level. The position is responsible for coordinating all grants and training programs in support of the Plan. At the request of IDEOC, the State Plan Coordinator shall be responsible for assigning staffing of technical advisors to ESF 4, 8, 9, & 10 at the State IDEOC and responsible for the oversight and implementation of the IFCA ERP and direction of the IFCA Emergency Response Committee.

Deputy Plan Coordinator: Vice President IFCA/Designee serves as vice-chairperson of the Emergency Response Committee. The Deputy State Plan Coordinator should be either an active or retired fire service official, preferably with experience in the coordination of local/regional mutual aid systems, and should be a member of the Idaho Fire Chiefs' Association. The Deputy State Plan Coordinator functions as the liaison to the Idaho Fire Chiefs' Association.

District Coordinators: The appointed representative from each district of the Idaho Fire Chiefs' Association shall assume the role of District Coordinator. The district coordinator conducts plan maintenance at the District level and inventories resources with the assistance of BHS Resource Inventory Tracker. The District Coordinators shall be either an active or retired fire service official preferably with experience in the coordination of local/regional mutual aid systems. The District Coordinator shall be a member of the Idaho Fire Chiefs' Association. There are a total of seven District Coordinators, one per district, with at least one alternate per district appointed by the District Coordinator. The District Coordinator is responsible for training, operational readiness, and exercising of this plan at the district level. Upon plan activation, District Coordinators may be assigned to respond to the incident to function as plan representatives to the Incident Commander or assigned agency.

C. Resource Tracking

Resource tracking begins at the time of dispatch and is relayed from the sending dispatch center to the receiving dispatch center for positive tracking of resources. Resource tracking continues at the incident following NIMS and ICS guidelines. Resource tracking will end when the deployed resource is recorded as having returned to their regular duty station and their respective dispatch center notifies the incident's Logistics Section the demobilization is closed out.

APPENDIX A – Plan Activation

Check List

Responsibilities: The responsibility for activation of this plan shall remain with the person or persons with incident management authority in the event of a large incident within that jurisdictional area.

Actions:

_____ In the event of an emergency/disaster and local/regional mutual aid systems have been exhausted, the local Incident Commander shall determine the type and amount of additional resources required. Requests for additional resource support shall be in accordance with the procedures defined within this Plan

_____ The Incident Commander or designee then notifies the District Coordinator and requests activation of this plan

_____ The District Coordinator will attempt to fill the resource request within their district. If unable to fill the request from within the District, the District Coordinator shall contact the neighboring District Coordinators

_____ The local/regional Communications Center/District coordinator shall contact and notify the local County Emergency Management/Homeland Security Manager and State Plan Coordinator to inform them of activation of the Plan

_____ During any major incident, interagency coordination is essential. Upon the activation of the County Emergency Operations Center (EOC), requests for assistance shall be channeled through the local EOC

_____ The Sending Dispatch Center dispatches the requested resources, contacts the requesting Dispatch Center to verify the response

_____ The State Coordinator notifies the other District Coordinators of activation of the Plan

*** See attached Business Process Map**

APPENDIX B – Key Position Checklists

State Plan Coordinator – President of the Idaho Fire Chiefs Association or Designee

Position Responsibilities: Overall coordination, management, maintenance of the Idaho Fire Service Resource Response Plan.

Actions:

_____ Annually conducts a plan review and update

_____ Annually appoints the seven (7) District Plan Coordinators

_____ Notifies the Idaho Department of Lands and Bureau of Homeland Security of any updates or changes to the plan

_____ Contacts adjacent State fire chief associations, as necessary, to coordinate planning activities

_____ Attends critiques of the Plan at his/her discretion

_____ Serves as Fire Service representative/liaison to ESF #4 in the Idaho State Emergency Operations Center

_____ Notifies District Coordinators of plan activation

_____ Critiques responses with committee and makes appropriate recommendations to IFCA Board of Directors

_____ Develops a plan to provide for the continued staffing of the position during extended operations

_____ Responsible for coordinating all grants and training programs in support of the Plan

APPENDIX B – Key Position Checklists

Deputy Plan Coordinator - Vice President of the Idaho Fire Chiefs Association or Designee

Position Responsibilities: Assists the State Plan Coordinator in the overall coordination and maintenance of the Idaho Fire Service Resource Response Plan.

Actions:

_____ Serves as chairman and plan coordinator in the absence of the State Coordinator

_____ Provides recommendations on revisions as necessary to update the Plan

_____ Liaisons with external associations and agencies on training opportunities

APPENDIX B – Key Position Checklists

District Coordinator

Position Responsibilities: Maintenance and coordination of the Plan at the District level.

Actions:

_____ Identifies and trains at least one (1) alternate for the District.

_____ During activation, serves as coordinator for the Plan in the assigned District

_____ During activation assigns or is assigned a liaison in the disaster area.

_____ Maintains access to current Resource Inventory Tracker (BHS) list of equipment, personnel, etc. within their District that are available for response upon Plan activation.

_____ During Plan activation, communicates with neighboring DC's and State Plan Coordinator.

_____ Identifies a contact for each fire department in their District

_____ Identifies the fire service dispatching points within each county of their District.

_____ Prior to Plan activation establishes and maintains an on-going dialogue with the county or tribal Emergency Management Authority.

APPENDIX C – Resource Ordering Checklist

**IDAHO FIRE SERVICE RESOURCE RESPONSE PLAN
REQUEST FOR ASSISTANCE**

INTRA-STATE CHECKLIST FOR RESOURCE ORDERING

1. Date and Time _____
2. Name of Agency Requesting Intra-State Mutual Aid _____
3. Incident Name _____
4. Request Number _____
5. Incident/Order Number _____
6. Resource
 - a. Quantity _____
 - b. Kind _____
 - c. Type _____
 - d. Description of Resource _____
7. Arrival Date and Time Requested _____
8. Requested/Delivery/Reporting Location/Staging Area _____

9. Radio Frequency _____
10. Priority
 - a. Immediate _____
 - b. Planned _____
11. Duration of Assignment (if known) _____
12. Request By:
 - a. Individual's Name _____
 - b. Contact _____

**IDAHO FIRE SERVICE RESOURCE RESPONSE PLAN
REQUEST FOR ASSISTANCE**

INTRA-STATE CHECKLIST FOR RESOURCE ORDERING

1. Date and Time

2. Name of agency requesting Intra-State Mutual Aid

3. Incident Name

4. Request Number

Incident Number

5. Resource

a. Quantity

b. Kind

c. Type

d. Description of resource

6. Arrival Date and Time Requested

7. Requested/Delivery/Reporting location/Staging Area

8. Radio Frequency

9. Priority

a. Immediate

b. Planned

10. Duration of assignment (if known)

11. Request by- Individual's Name:

Contact:

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