FIRE, RESCUE & HAZMAT BRANCH ANNEX

Priority at all times: *Maintain liaison with on-scene personnel and/or DOC and update other EOC Sections, Branches and Units as needed.*

INTRODUCTION

This Annex to the Kern County Operational Area (OA) Emergency Operations Plan describes the strategic response of the Fire, Rescue & HazMat Branch of the Emergency Operations Center (EOC) to coordinate the activities of all personnel engaged in fire, rescue and hazardous materials (hazmat) response due to an actual or potential emergency or disaster.

The Fire, Rescue & Hazmat Branch Coordinator is a member of the Kern EOC Operations Section and reports to the Operations Section Chief.

County entity which supports this function:

- *Fire Department*

PURPOSE

The Fire, Rescue & HazMat Branch Annex is an essential element of the Kern County Emergency Operations Plan (EOP), which establishes an emergency management organization and defines the Kern OA EOC functional responsibilities in response to an emergency event. The Branch described in this Annex is responsible for and expected to develop, implement, and test policies and Standard Operating Procedures (SOPs) that ensure necessary preparedness capabilities.

This document:

- Provides a basis for centralized coordination and information sharing of emergency operations and response efforts.

- Describes the Kern OA EOC functional responsibilities under the National Incident Management System (NIMS) and the California Standardized Emergency Management System (SEMS), both based on the Incident Command System (ICS). Refer to the Basic Plan for further detail on NIMS, SEMS, and ICS.

  The attachment to this Annex provides a checklist of specific activities that support these functional responsibilities, as taken from the California Office of Emergency Services (CalOES) Crosswalk and the Federal Emergency Management Agency (FEMA) Comprehensive Planning Guide (CPG) 101.

- Supports the EOP's all hazards approach to emergency operations and the provision of services and assistance in the event of any emergency or disaster, regardless of the triggering event.

SCOPE

The Fire, Rescue & HazMat Branch Annex provides guidance and includes appropriate actions to respond to the County's most likely and demanding emergency conditions. It does not supersede

the established protocols for dealing with day-to-day emergencies but places emphasis on the unusual and unique emergency conditions that will require response beyond the ability of any one or set of organizations to respond.

WHOLE COMMUNITY APPROACH

The County of Kern is committed to achieving and fostering a whole community emergency management system that is fully inclusive of people with disabilities and others with access and functional needs. Further details on the County's Whole Community Approach to emergency management, which includes the integration of inclusive emergency management practices, can be found in the Basic Plan.

GOALS AND OBJECTIVES

In all emergencies, the top priority of the County and emergency response personnel is to save lives, minimize injury to persons and damage to property, and to protect the environment.

The Fire, Rescue & HazMat Branch:

- Supports fire safety measures appropriate to prevention or mitigation of fire hazards.

- Supports the deployment of fire resources and the command and control of fire suppression, rescue and HazMat operations.

- Establishes and maintains communications with the KCFD Department Operations Center (DOC).

- Supports fire department response to medical emergencies.

- Coordinates and/or assists with resources to locate and gain access to endangered, trapped, disabled, and/or isolated persons, extricate trapped and injured and move to safety, in conformance with the designation of duties as described in the current Operational Area Search and Rescue Memorandum of Understanding.

CONCEPT OF OPERATIONS

The Fire, Rescue & HazMat Branch will be activated as determined by the EOC Director. The Branch establishes and maintains communications with on-scene personnel and/or the Department Operations Center for situational awareness of the incident and to develop response strategies. The following section summarizes the responsibilities of the Branch in an emergency event.

➢ *Whenever this Annex is activated, personnel are required to initiate and maintain Activity Logs in WebEOC (or hard copy ICS Form 214) to document their actions to facilitate and support cost recovery. (See Basic Plan Appendix 12.1 for hard copy)*

Preparedness

- Review the EOP, applicable department plans, Standard Operating Procedures and the materials contained in this Annex and maintain familiarity with the roles and responsibilities of the function.

- Participate in training, exercise, and post-exercise critiques conducted by County Office of Emergency Services (OES) and other allied agencies.

- Procure the supplies and equipment necessary to protect the health and safety of field response personnel.

Initial Response

- Confer with the Fire DOC and/or the Incident Commander to determine priorities for commitment of fire, rescue and HazMat resources to the incident.

- Provide input to development of the EOC Incident Action Plan.

- Coordinate and/or support any immediate need to locate, gain access and extricate endangered, trapped, disabled, and/or isolated persons and to implement appropriate actions, including coordination with Law and Construction & Engineering Branches, as indicated.

- Provide support for field level medical care as needed.

- Support and coordinate containment of hazardous materials incidents, including coordination with Environmental Health as needed for mitigation and cleanup.

- Coordinate with the Fire DOC on the deployment and allocation of personnel and resources to conduct damage assessments and provide summary information to the Plans/Intel Section through the Operations Section Chief.

Extended Duration

- Plan for functional relief and staffing schedule.

- Coordinate activities of staff with other Operations Branches and with cities and special districts, as indicated.

- Continue to support continued fire suppression and rescue operations.

- Continue to support and coordinate containment and/or mitigation of hazardous materials, and clean-up/disposition with Environmental Health.

- Continue to compile and review status and damage reports from windshield surveys submitted by Fire DOC and provide to Section Chief and to Plans/Intel Section Situation Status Unit.

- Assign staff to the Local Assistance Center and/or Disaster Recovery Center as needed.

- Consult with Operations Section Chief regarding any unresolved issues.

- Participate in regular Section briefings and provide input to the EOC Incident Action Plan consistent with the **"Planning P"** planning cycle. (See Basic Plan, Section 5.3)

- Review and respond to requests for Fire, Rescue and HazMat mutual aid from local cities and special districts.

EOC Deactivation

- Upon EOC deactivation, release resources and make notifications as appropriate. Provide information on who to contact and how to contact them for any follow up issues.

- Resume normal activities.

- Complete and submit all required logs, forms and documentation.

- Provide input to the After-Action Report and Corrective Action Plan.

Recovery

- Revise and update emergency plans and procedures to reflect lessons learned from the emergency.

- Implement any assigned corrective actions.

ORGANIZATIONAL ROLES AND ASSIGNMENT OF RESPONSIBILITIES

Five emergency response levels defined by SEMS are activated as needed. SEMS is required to be used to reach consensus on how resources will be allocated in a major crisis affecting multiple jurisdictions or agencies, and for eligibility of State reimbursement for response related personnel costs.

At each response level the same five major ICS functions are employed to facilitate interagency communication and coordination: Command (in the field)/Management (in the EOC), Operations, Planning/Intelligence, Logistics, and Finance/Administration. Refer to the Basic Plan for greater detail on ICS and its integration with SEMS.

Field Level

Emergency response personnel and resources carry out tactical decisions and activities in direct response to the incident.

Local Level

The County manages the allocation and deployment of resources (personnel, equipment, materials, services) in response to incidents in the unincorporated areas of the county and in cities which have contracted for support. If the emergency event occurs in another jurisdiction (e.g., city or special district) the affected jurisdiction has primary responsibility and will activate its own emergency management response as feasible.

Operational Area Level

Kern County and its political subdivisions constitute the Kern Operational Area (OA) for emergency response purposes during multi-agency disaster events, or as needed to support another jurisdiction within the OA. Kern County, as a jurisdiction and an organization, is charged with taking the lead communication and coordination role within the OA and with being the primary point of contact between the local government level and the regional level.

The County/Operational Area Fire, Rescue & HazMat Branch Coordinator has overall responsibility for coordinating fire, rescue and HazMat resources under the jurisdiction of Kern County.

Regional Level

Kern County is within the CalOES Inland Administrative Region and Mutual Aid Region V. During incidents in which a Local Emergency or State of Emergency has been proclaimed in Kern County, the OES Inland Region may activate the Regional EOC (REOC) to provide support to local government including assistance with mutual aid resources under the Emergency Managers Mutual Aid (EMMA) Plan. The County/OA EOC Branch Coordinator may submit status and situation reports to the REOC and the Operational Mutual Aid Coordinators as requested.

The Branch Coordinator submits all requests for support to the Mutual Aid Region V Fire and Rescue Coordinator. If a wildfire is within state or federal direct protection area (DPA), resources may be ordered through the Forest Agency Command and Control System through the Geographic Area Coordination Center (GACC) or Southern Operations Communication Center.

State and Federal Levels

Under certain conditions, state and/or federal agencies may deploy field response units to incidents in Kern County. Reporting and coordination with the Kern OA EOC follows the usual Field Level response.

Depending on the nature and scope of the incident, the level of Emergency/Disaster proclaimed, and the need for multi-agency coordination, State OES and/or the Federal Emergency Management Agency (FEMA) may assign representatives to report to the County OA/EOC to provide a direct coordination and communication link. These representatives will be assigned to the Agency Representative function in the EOC Management Section.

Additional Resources

- Private contractors and firms support specific government operations on a daily basis. During disasters, their support is essential to an effective emergency response.

- Volunteer agencies play an important role in responding to disasters of all types and levels. These agencies respond on a countywide basis and will liaison with the Kern OA EOC to provide direct communication and coordination. The Volunteer agencies which support this Annex are:

  - *Community Emergency Response Team (CERT)* program empowers citizens to help themselves and to safely help others after a disaster until first responders can arrive.

  - *Civil Air Patrol* is a congressionally chartered, federally supported non-profit that serves as the official civilian auxiliary of the United States Air Force and whose mission includes emergency services and disaster relief operations.

  - *Western Kern County Radio Amateur Civil Emergency Services (RACES/ARES)* are licensed amateur radio operators enrolled with the County to provide supplemental communications during emergencies where normal communications systems have sustained damage.

- <u>Other Governmental Agencies</u>

  State

  - o *Cal Fire*
    - ▪ Assists with personnel and equipment, including conservation camp crews in fire suppression, rescue and cleanup, communications, radiological monitoring and personnel care, as required, and dependent upon their capacity.

  - o *State Fire Marshal*
    - ▪ Assists OES Fire and Rescue Division by providing personnel to facilitate coordination of mutual aid fire and rescue operations.

  - o *Department of Fish and Game*
    - ▪ Assists other agencies in hazardous materials and search and rescue missions.

  - o *Military Department*
    - ▪ At the direction of the Governor:
    - ▪ Assists civil authorities in protecting life and property from fires.
    - ▪ Conducts support operations designed to minimize devastation by fire (e.g., communications, transportation, evacuation and engineering assistance).

  Federal

  - o *Department of Agriculture (U.S. Forest Service)*
    - ▪ Provides fire protection within the National Forest System and, under existing agreements, provides assistance to State and local fire suppression agencies upon request.

  - o *Dept. of the Interior (Bureau of Land Management)*
    - ▪ May assist with fire protection on Federal reservations and, under existing agreements, provide assistance to State and local fire suppression agencies upon request.

  - o *Department of Defense (DOD)*, upon specific request for emergency assistance from local jurisdictions:
    - ▪ May commit military resources where a situation is of such imminent seriousness that delay in awaiting instructions from higher authority is unwarranted and such action is justified in order to save human life, prevent immediate human suffering or mitigate major property damage or destruction. Such support might include fire fighting vehicles, equipment, supplies, personnel, aircraft and crews and other related personnel and material.

INFORMATION COLLECTION AND DISSEMINATION

Kern County uses WebEOC (an Internet-based collaborative communications system) as the County's communication and documentation platform for sharing elements of the emergency incident. This allows the County to maintain a common operating picture, situational awareness and information coordination throughout the OA during an emergency. Individuals staffing positions in the EOC are required to submit Situation Reports and updates through WebEOC on a schedule to be determined at the time of the incident.

The County is also using MS Teams to collaborate, share, and distribute knowledge as well as to conduct meetings during incident management. Using Teams, a large group can interface quickly to establish a common operating picture of the ongoing incident. The platform allows for multi-department planning and is readily available throughout the County and across jurisdictional lines.

ANNEX DEVELOPMENT AND MAINTENANCE

This document is an Annex to the Kern County Operational Area Emergency Operations Plan. As such, the policies, procedures, and practices outlined in the Kern County EOP govern this Annex. Kern OES coordinates the maintenance and update of this Annex as needed. The Record of Changes, Approval, and Dissemination of the Kern County EOP also apply to this Annex.

FUNCTIONAL CHECKLIST

The following section provides a checklist of tactical actions for the Fire, Rescue, HazMat Branch Coordinator to assist those who report to the EOC in the event of an emergency.

It is expected that the Fire Department which supports this Branch has developed Standard Operating Procedures which further detail how the applicable tactical actions will be accomplished.

The attached checklist supports the Emergency Operations Plan (EOP) and is consistent with the activities prescribed in the Federal Emergency Management Agency (FEMA) Comprehensive Planning Guide (CPG) 101.2.

FIRE, RESCUE & HAZMAT BRANCH COORDINATOR

EMERGENCY ACTION CHECKLIST

Priority at all times: Maintain liaison with on-scene personnel and/or DOC and update other EOC Sections, Branches and Units as needed.

Increased Readiness

❑ Upon notification of a potential emergency or disaster, adopt and increased readiness posture.

❑ Document preparedness activities, monitor the situation, and maintain readiness posture:

- o Notify other key management and alternates of situation.
- o Develop a potential response strategy for your function, based on the impending emergency.

❑ Consider alerting/recalling off-duty personnel as needed:

- o Coordinate resource assignments.
- o Establish an emergency work schedule.

❑ Establish contact with Operational Area Fire and Rescue agencies, as necessary:

- o Advise of the situation and request resources availability.
- o Encourage the adoption of increased readiness posture.
- o Provide Increased Readiness Checklist as appropriate.

❑ Consider alerting/recalling off-duty personnel and specialized teams:

- o Coordinate resource assignments.
- o Establish an emergency work schedule.

❑ Assess the availability and condition of resources:

- o Determine the amount of apparatus and equipment available for dispatch within or outside the County:
    - ▪ Determine vehicle suitability for conditions.
    - ▪ Establish a list of OA resources and typing available.

- o Determine department logistics needs:
    - ▪ Feeding and lodging requirements.
    - ▪ Anticipate potential re-supply needs.
    - ▪ Emergency power.
    - ▪ Establish operational fuel needs.

- o Determine specialized equipment needs:
    - ▪ Medical supplies.

- Rescue equipment and support materials
  - ◆ USAR specialized needs
  - ◆ Search dog support

- Firefighting materials
  - ◆ Protective clothing
  - ◆ Extra air bottles
  - ◆ HazMat supplies.

  o Request additional emergency supplies, as necessary.

❑ Preposition equipment in strategic locations to meet expected needs.

Initial Response

❑ Report to EOC, check-in and obtain briefing from the Operations Section Chief:

  o Location, magnitude and scope of event
  o Areas of County impacted
  o Current situation and priorities
  o Actions taken
  o Existing or anticipated problems/issues

❑ Initiate and maintain an Activity log (ICS Form 214) that chronologically describes your action taken during your shift. (See Basic Plan Appendix 12.1 for hard copy)

❑ Assign and brief incoming staff.

❑ Provide input to development of the EOC Incident Action Plan.

❑ Monitor response activities and identify any potential issues that require prompt attention.

❑ Monitor and support the mental health of subordinates and coordinate any needs with department Critical Incident Stress Management group and Behavioral Health.

❑ Receive and process or refer, as appropriate, requests for personnel, supplies and/or equipment, as indicated.

❑ Coordinate Emergency Public Information with the JIC Manager.

❑ Determine if fire-fighting water system is functional.

❑ Identify any communication needs or issues.

❑ Compile and review status and damage reports from windshield surveys submitted by the Fire DOC. Ensure that copies of all reports are forwarded to the Planning Section Situation Status Unit.

❑ Consult with DOC regarding the need to evacuate or shelter-in-place and coordinate with the Law Enforcement & Coroner Branch Coordinator.

- Coordinate the activation of multi-purpose Staging Areas and advise the Logistics Section of any supply or equipment needs.

- Prioritize repairs of damaged equipment and water lines, as necessary.

- Coordinate fire-related safety issues with Safety Officer.

- Coordinate fire inspections as needed.

- Coordinate and/or assist with technical rescues; as needed, establish Technical Rescue Unit and appoint a Technical Rescue Unit Leader:

  - Request heavy equipment from Construction & Engineering Branch or Logistics Section Supply Unit.
  - Request a USAR Task Force through Region V.

- Mitigate HazMat incidents; as needed, establish HazMat Unit and appoint a HazMat Unit Leader.

  - Coordinate activities with County EHS, Health and Medical staff.
  - Ensure personnel take precautionary actions to protect medical and fire personnel when caring for contaminated victims.
  - Determine where hazardous chemicals, flammable substances, and explosives are stored in the hazard area.
  - Inspect facilities where hazardous chemicals, flammable substances, or explosives are stored once the hazard has been abated.

Extended Duration

- Participate in the EOC Incident Action Plan meetings consistent with the **"Planning P"** planning cycle. (See Basic Plan, Section 5.3)

- Release mutual aid resources as need diminishes.

- Arrange for Critical Incident Stress Management response team as needed.

- Assign staff to assist at the Local Assistance Center and/or Disaster Recovery Center as appropriate.

- Arrange for rest of crews and safety checks of apparatus prior to demobilization.

- As available, assist with detailed damage assessment.

EOC Deactivation

- Upon EOC deactivation, release resources and make notifications as appropriate. Provide information on who to contact and how to contact them for any follow up issues.

- Provide Logistics Section Supply Staff with list of supplies to be replenished.

- ❑ Complete required forms, reports and logs and submit to the Plans/Intel Section Documentation Unit.

- ❑ Submit Expenditure Tracking and Timekeeping forms to Finance/Administration Section.

- ❑ Provide input to the After-Action Report and Corrective Action Plan.

- ❑ Resume normal activities.

Recovery

- ❑ Revise and update emergency plans and procedures to reflect lessons learned from the emergency.

- ❑ Implement any assigned corrective actions.