

FIRE AND EMERGENCY MEDICAL SERVICES

I. PURPOSE

The purpose of this Annex is to provide a coordinated response for fire and EMS services during, or as a result of, a natural or man-made disaster.

II. SITUATION

- A. Lyon County is vulnerable to various severe weather phenomena and failure of manmade structures which have the potential to destroy property and cause loss of life. The potential also exists for a multiple casualty incident resulting from explosion, bus accident, etc. which would stress emergency medical services.
- B. There are major vehicular and rail transportation routes which pass through the county. Both truck and train traffic transport hazardous materials. In addition, there are a number of sites within the county for hazardous material storage. Because of this, the potential exists for both accidents and incidents involving hazardous materials.
- C. A risk analysis of fixed facilities and known transportation routes where potential release situations with possible consequences beyond the boundaries of the facility or adjacent to the transportation route was completed in conjunction with EPCRA Title III planning. See Annex L and P.
- D. Lyon County is served by 8 fire departments, 8 EMS, rescue squads, and 1 hospital.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. The primary responsibilities of the Fire Services are: prevention and suppression of fires; rescue services; and response to hazardous material incidents.
- B. EMS responsibilities are patient care, triage, transport and will respond to all hazardous materials incidents.

- C. Existing fire/EMS personnel and equipment will be able to handle most emergency situations through their own resources or mutual aid.
- D. In the event of a radiological incident/accident involving the County, radiological response activities will be implemented by the Iowa Department of Public Health. See Annex L and P.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The fire/EMS department of each jurisdiction is responsible for coordination, planning, training, and the development of operational policy for that jurisdiction and for the coordination of fire/EMS services during an emergency/disaster occurring within the jurisdictional boundaries of that department.
- B. During emergency operations, the fire/EMS department(s) of the affected jurisdiction(s), or their designated representative, will serve as a member of the EOC Staff.
- C. In the event of a natural or man-made disaster which affects more than one of the fire/EMS departments in the county, the Lyon County Fire/EMS Association may select a member to represent Fire/ EMS on the EOC Staff. This representative will:
 - 1. Coordinate data regarding requirements (i.e., personnel, equipment, supplies, etc.) of the fire/EMS services.
 - 2. Act as a liaison between fire/EMS and the local government and other agencies/organizations.
 - 3. Report general activities and status of fire/EMS at EOC briefings.
- D. Specific responsibilities and tasks in the fire/EMS are contained in the Emergency Response Checklists, Attachment 1, and are broken into three phases: Preparedness, Response, and Recovery. Some general responsibilities are:
 - 1. Fire/EMS Chief
 - a. Develops standard operating procedures and policies of their department.

- b. Coordinates and directs volunteers assisting the fire department or emergency medical services agency.
- c. Fire Chief coordinates inspections for homes or commercial buildings during or after a disaster to ascertain if the facility is safe for occupancy.
- d. Provides logistical support during emergency operations.
- e. The Fire/EMS Chief will assure that all personnel are trained to respond to a hazardous materials incident according to standards set by and in compliance with OSHA and EPA regulations.
- f. EMS Chief is responsible for basic/advanced life support responsibilities and of each fire district or ambulance district in a jurisdiction.

2. Senior Fire/EMS Officer

- a. Directs the level of response, requests mutual aid or other assistance, and makes all decisions concerning the fire department's actions and policies during emergency operations.
- b. Senior Fire Officer directs search and rescue operations in accordance with V., paragraph D, pg. F-2.
- c. Requests the Medical Control Officer in the event of a Multiple Casualty Incident (MCI), (Annex G), if required.
- d. Authorizes fire/EMS department personnel and equipment to respond to mutual aid requests.
- e. The EMS chief or senior EMS personnel on the scene will coordinate field operations and transport of victims.

E. Lines of Succession

- 1. Each Fire/EMS Department's line of succession is as follows:
 - a. Fire/EMS Chief
 - b. Assistant Fire/EMS Chief

c. Senior Fire/EMS Officer on duty

2. In the event the Lyon County Fire/EMS Associations have selected a representative to the EOC staff, and that member(s) are not available, the Associations will select an alternate.

V. CONCEPT OF OPERATIONS

A. Incident Command

1. Required on all fire and hazmat responses.
2. Highly recommended on all other responses.

B. Mutual Aid

1. The Senior Fire/EMS Officer will request mutual aid when the emergency extends beyond the jurisdictional boundaries or beyond the capabilities of the local fire department.
2. When an emergency extends beyond the capabilities of mutual aid resources, the Senior Fire/EMS Officer will:
 - a. notify County Emergency Management Coordinator to coordinate additional support,
 - b. request assistance from state and/or other agencies/organizations required at the scene.

C. Hazardous Materials

1. The local fire department is responsible for initial response, and, if possible, containment of hazardous material incidents.
2. All reportable hazardous material incidents will be reported to the County Emergency Management Coordinator for coordinating additional support and for notifying/reporting to appropriate state agencies.

D. Searches

1. The fire/EMS department of the jurisdiction will coordinate all searches involving:
 - a. Fires
 - b. Personal injury

c. Hazardous materials incidents

2. Law enforcement officials (Annex H) are responsible for searches involving:
 - a. lost or missing persons
 - b. fugitives
 - c. bomb scares
3. When a search extends beyond the capabilities of the coordinating agency, the County Emergency Management Coordinator will be notified to coordinate additional requirements.

E. Emergency Medical

1. Each jurisdiction is responsible for providing emergency treatment, and transportation for the seriously ill or injured. This is accomplished through the local fire/EMS department's or mutual aid.
2. Mass Casualty Incident:
 - a. The fire/EMS department of the affected jurisdiction is initially in charge of the scene.
 - b. The person acting as Medical Coordinator (Annex G) is in charge of the emergency triage and treatment of the victims at the scene once:
 - (1) the fire/EMS department determines the scene to be safe for emergency medical personnel, or
 - (2) the fire/EMS department's personnel have moved the victims to a triage area near the scene.
 - c. It is the responsibility of the first responding rescue unit to:
 - (1) remain at the scene to establish a triage point
 - (2) notify receiving hospital(s)
 - (3) begin initial triage and emergency treatment,
 - (4) summon additional support.

E. Resources

Agencies available to support fire/EMS along with contact information are listed in the Lyon County Resource Lists.

F. Support to Other Agencies

The fire/EMS department has the authority to utilize the fire/EMS department personnel and equipment to support other agencies or organizations during an emergency/-disaster (dependent on the current situation and resources available). Areas of possible support include:

1. Law Enforcement: traffic and crowd control,
2. Health and Medical: first aid stations, public health (i.e., collecting water samples, etc.), and transportation to assist a medical facility during evacuation,
3. Shelter Operations: fire safety inspections of housing and feeding facilities for victims of a disaster,
4. Mass Care: providing potable water for human consumption,
5. Radiological Protection: radiological monitoring and decontamination,
6. Public Works: debris clearance.
7. Warning: assist in dissemination of warning to the public.

G. Extended Operations

1. All fire/EMS personnel in the County will go on full time status with twelve (12) hour shifts. An exception will be individuals who are considered by the Executive Staff to be key personnel in other areas. (Each county should establish their own shifts and determine who will make the appropriate decisions.)
2. Mutual aid information may be coordinated through the EOC.

3. The fire/EMS districts within the County will maintain their normal jurisdictional responsibilities.

H. Emergency Support Services

It is suggested Critical Incident Stress Debriefing Systems are included in all SOGs.

VI. **ADMINISTRATION AND LOGISTICS**

A. Administration

Normal administrative records of utilization of personnel, equipment, and materials will be maintained by individual fire/EMS department. Accurate record keeping will identify specific needs in the event of a major disaster which can readily be provided to the Resources Management Coordinator (Annex M), if necessary.

B. Reports

Each individual fire/EMS department chief will prepare and submit those reports required by the Statutes of the State of Iowa and as may be requested by other state agencies.

C. Training

1. In addition to the prescribed training required by fire/EMS departments for normal operations, fire/EMS personnel should be trained in:
 - a. Radiological monitoring/decontamination - every two years
 - b. Hazardous materials response according to the standards set and in compliance with OSHA and EPA regulations.
 - c. Infectious disease and bloodborne pathogens training according to the standards set by OSHA.
 - d. Traffic and crowd control.
 - e. Emergency first aid.
2. Intra-agency action will be taken to inform other emergency support agencies of physical hazards associated with fire/EMS emergencies.
3. Training in the use of a triage system will be provided by each individual fire/EMS unit in Lyon

County. This system will be utilized in the event of a Mass Casualty Incident.

4. The Medical Coordinator should meet annually with fire and EMS to review this plan.

D. Exercising

1. Every effort will be made to incorporate local involvement into the hospital's annual exercise.
2. Emergency medical professionals and volunteers will be utilized in these exercises to the maximum extent possible.

LIST OF ADDENDA

<u>ITEM</u>	<u>TITLE</u>	<u>PAGE</u>
<u>ANNEX F</u>		
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Attachment 2	Example - Command System	F-13
Attachment 3	Glossary	F-14

**FIRE AND EMERGENCY MEDICAL SERVICES
EMERGENCY RESPONSE CHECKLIST**

Position/Organization

PREPAREDNESS PHASE

FIRE CHIEFS/EMS DEPARTMENTS

- _____ Review mutual aid agreements
- _____ Review and update emergency staff assignments
- _____ Determine available resources
- _____ Alert personnel to be on standby status
- _____ Coordinate activities with County Emergency Management Coordinator
- _____ Coordinate communications requirements with Communications Officer
- _____ Check readiness of all equipment
- _____ Coordinate emergency ID for all fire/EMS personnel with law enforcement
- _____ Maintain reserve fuel supplies at maximum
- _____ Prepare for possible shortage of water, electricity, chemicals, etc.
- _____ Accomplish inspections of shelter/emergency lodging facilities for fire safety
- _____ Review procedures for decontamination/universal precautions
- _____ Develop plans for utilizing volunteers
- _____ Determine what normal activities and services can be deferred or curtailed to free personnel, equipment, and funds for emergency preparations
- _____ Coordinate with Human Services to determine locations of special needs groups (handicapped, elderly, transients) that may need special consideration during fire/EMS service operations

**FIRE AND EMERGENCY MEDICAL SERVICES
EMERGENCY RESPONSE CHECKLIST**

Position/Organization

PREPAREDNESS PHASE (continued)

FIRE/EMS DEPARTMENTS (continued)

- _____ Provide refresher training in traffic control procedures
- _____ Provide training for volunteers
- _____ Assist in the coordination of special transportation requirements for special needs groups (handicapped, infirm, etc.)
- _____ Coordinate procedures with Medical Control in the event of a mass casualty incident
- _____ Coordinate with Medical Coordinator and Shelter Coordinator in reviewing assignments of EMS personnel to shelters to ensure emergency medical capabilities
- _____ Provide for use of volunteer EMS personnel

RESPONSE PHASE

FIRE/EMS DEPARTMENTS

- _____ Provide for decontamination centers, as needed
- _____ Request mutual aid support, as necessary
- _____ Notify Emergency Management Coordinator of additional requirements
- _____ Inspect affected buildings for safety as soon as possible
- _____ Coordinate with Public Works for utilities shut off, as required
- _____ Provide damage reports to EOC
- _____ Coordinate with Public Works for priority debris clearance areas
- _____ Coordinate with law enforcement for priority traffic and crowd control areas
- _____ Consult with Chemtrec/DNR (Hazmat Incident/Accident)

**FIRE AND EMERGENCY MEDICAL SERVICES
EMERGENCY RESPONSE CHECKLIST**

Position/Organization

RESPONSE PHASE (continued)

FIRE/EMS DEPARTMENTS (continued)

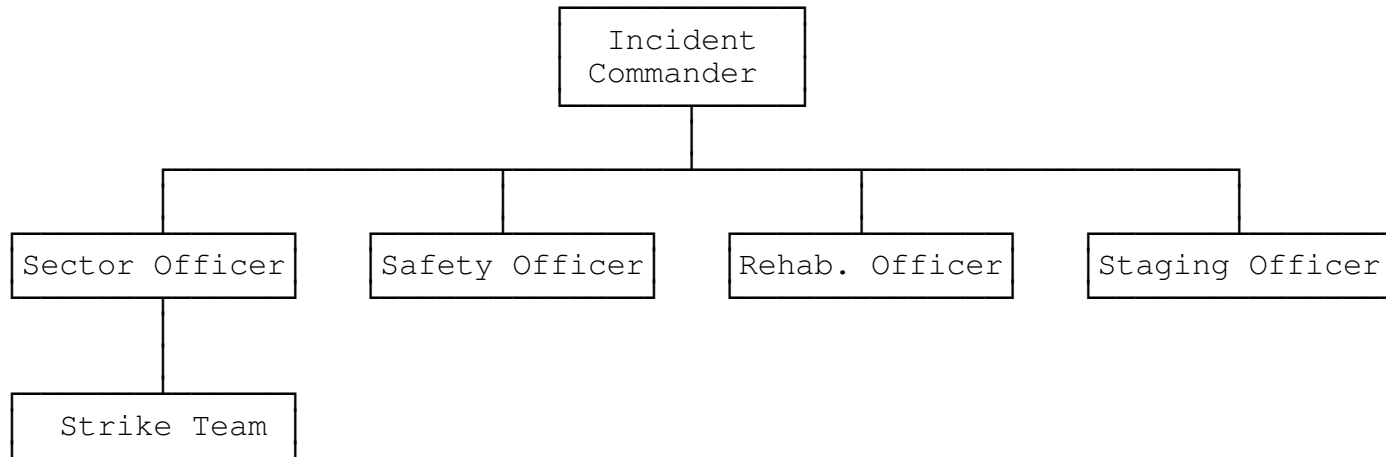
- _____ Assist law enforcement with traffic and crowd control, as possible
- _____ Provide potable water for drinking, if required
- _____ Assist handicapped or infirm persons in the event of evacuation to shelters
- _____ Establish medical control
- _____ Utilize trained volunteers, if necessary
- _____ Set up initial hazard area perimeter until further assessment provided

RECOVERY PHASE

FIRE/EMS DEPARTMENTS

- _____ Review and critique fire/EMS operations and update plan with any changes in procedures
- _____ Accomplish equipment checks and maintenance on all equipment
- _____ Replenish depleted supplies
- _____ Complete administrative and fiscal reports, as required
- _____ Assist law enforcement with traffic control, where possible
- _____ Critique operation with all fire/EMS personnel
- _____ Recommend appropriate changes, based on critique, to fire/EMS departments for inclusion in plan

EXAMPLE COMMAND SYSTEM



GLOSSARY

I.C. (Incident Command/Management): individual that takes responsibility for control of incident - system can be expanded and reduced as the need arises. Any responsibility not delegated belongs to Incident Commander.

Sector/Division Officer: individual who has the responsibility of managing a particular area of response (i.e., fire, EMS, law enforcement) and reports directly to incident commander - multiple sectors are often assigned.

Safety Officer: individual that coordinates and secures safety at scene.

Rehabilitation Officer: individual that is responsible for firefighting accountability and assembles and disassembles strike team.

Strike Team: crew of responders that are given a particular task.

Staging Officer: individual that is responsible for staging equipment and apparatus. Also advises incident commander of inventory.

Any time there are more than seven sectors needed, an operation officer should be appointed.

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