

OPERATIONAL PLAN

ATTACHMENT TO AUTOMATIC AID AGREEMENT

KACHEMAK EMERGENCY SERVICE AREA/CITY OF HOMER VOLUNTEER FIRE DEPARTMENT

This Operational Plan (Plan) of the Kenai Peninsula Borough (KPB) between Kachemak Emergency Service Area (KESA) and the City of Homer Volunteer Fire Department (HVFD) is for automatic aid response of fire apparatus and personnel.

The purpose of this Plan is to outline the procedures for carrying out an automatic aid response between KESA and HVFD. This Plan is a guide for day-to-day operations, and may be revised, amended or altered annually by mutual consent of KESA and HVFD, with approval by the KPB Mayor and the Homer City Manager, for the purpose of carrying out the original intent of the Automatic Aid Agreement. In addition, this Plan may be cancelled by the borough or the City on behalf of the respective entities after a 30-day notice has been given to the other party involved in the Automatic Aid Agreement.

I. AUTOMATIC AID RESPONSE AREAS AND AMOUNT AND TYPE OF ASSISTANCE

- a. KESA will automatically respond to the City of Homer Central Business District (CBD), and will provide an aerial apparatus and four to six personnel and an Officer to provide truck company operations on a first alarm response for a reported structure fire. Unless re-directed by the On-Scene Incident Commander (OIC), the response will be to the fire scene. If the responding apparatus departs with less than 6 personnel, the additional responders will accompany in a utility vehicle or other vehicle suitable for emergency response.
- b. HVFD will automatically respond to KESA Districts, and will provide a tanker/pumper and four to six personnel and an officer on a first alarm response for a reported structure fire. Unless re-directed by the On-Scene Incident Commander, the response will be to the fire scene. If the tanker/pumper responding departs with less than 5 personnel, additional responders may accompany the tanker/pumper in a utility vehicle or other vehicle suitable for emergency response.
- c. Cancellation may occur in small, uncomplicated incidents that may be false alarms, out on arrival, out immediately after arrival, etc.

II. TRAINING

Joint training exercises shall be carried out annually under the direction of the Chief or the Chief's Operations or Training Officers in each department.

Classroom Training shall be instructed by the KESA Chief on Truck Company Operations and Apparatus Positioning to prepare HVFD Members for the effective use of the arriving aerial. Vertical Ventilation and Waterway practices included. Classroom instruction should be available upon request by each department, and should include ICS and unified command exercises.

III. COMMUNICATIONS

- a. RADIO – Dispatch shall announce by radio that Automatic Aid is being dispatched. This will occur without direction by either department for fire incidents. The responding agency, after notifying dispatch that they are in-route, will switch to the requesting agency’s dispatch channel and advise the OIC they are responding.
- b. The responding agency will communicate with the OIC unless advised otherwise.
- c. Tactical channels will be utilized for safety during incidents.
- d. Radio traffic will be kept to a minimum.
- e. Clear text will be used at all times.

IV. FIRE INCIDENT REPORTING

Each agency shall be responsible for reporting the incident in accordance with their department City of Homer or Borough policy and procedures.

V. REVISIONS

The Operational Plan shall be cooperatively developed, reviewed annually and become part of the Automatic Aid Agreement upon consent of the agencies and execution by the Borough Mayor and Homer City Manager.

APPROVED:

**KACHEMAK EMERGENCY SERVICE
AREA**

HOMER VOLUNTEER FIRE DEPT.

By: _____
Its: Chief
Date: _____

By: _____
Its: Chief
Date: _____

KENAI PENINSULA BOROUGH

By: _____
Its: Mayor
Date: _____

CITY OF HOMER

By: _____
Its: City Manager
Date: _____

APPROVED AS TO FORM

By: _____
Its: Borough Attorney
Date: _____

APPROVED AS TO FORM

By: _____
Its: City Attorney
Date: _____

ATTEST:

Johni Blankenship, Borough Clerk