

“Exhibit A”**OPERATIONAL PLAN****ATTACHMENT TO AUTOMATIC AID AGREEMENT****BEAR CREEK FIRE SERVICE AREA and
CITY OF SEWARD FIRE DEPARTMENT**

This Operational Plan of the Kenai Peninsula Borough (KPB) between Bear Creek Fire Service Area (BCFSA) and City of Seward Fire Department (SFD) 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 BCFSA and SFD. This Plan is a guide for day-to-day operations, and may be revised, amended or altered annually by mutual consent of BCFSA and SFD, with approval by the Borough and City Mayors, 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 City on behalf of either entity 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. BCFSA will automatically respond to a SFD alarm for any structural or boat fire within the City Limits (map attached), and will provide a tanker/pumper and four personnel on a first alarm response. Unless re-directed by the On-Scene Incident Commander (OIC), the response will be to the fire scene. If the tanker/pumper responding can only safely carry two personnel, the additional responders will accompany the tanker/pumper in a utility vehicle or other vehicle suitable for emergency response.
- b. SFD will automatically respond for any structural or boat fire within the BCFSA boundaries (map attached), and will provide a tanker/pumper and four personnel on a first alarm response. Unless re-directed by the On-Scene Incident Commander (OIC), the response will be to the fire scene. If the tanker/pumper responding can only safely carry two personnel, the additional responders will 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 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 an Automatic Aid is needed. This will occur without direction by either department for fire incidents. The responding agency, after notifying dispatch that they are en route, will switch to the requesting agency’s dispatch channel and advise the OIC they are en route.
- b. The responding agency will communicate with the OIC unless advised otherwise.
- c. Radio traffic will be kept to a minimum.
- d. 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, Borough or City 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 City Mayor.

APPROVED:

BEAR CREEK FIRE SERVICE AREA

SEWARD FIRE DEPARTMENT

By: _____
Connie Bacon, Chief

By: _____
Ed Athey, Chief

Date: _____

Date: _____

BEAR CREEK FIRE SERVICE AREA BOARD

By: _____
Chairman

Date: _____

CITY OF SEWARD

By: _____
Jim Hunt, City Manager

Date: _____

**APPROVED as to form and legal
Sufficiency**

By: _____
Seward City Attorney

Date: _____

KENAI PENINSULA BOROUGH

By: _____
Mike Navarre, Mayor

Date: _____

**APPROVED as to form and legal
Sufficiency**

By: _____
Amy Fenske
Assistant Borough Attorney

Date: _____

ATTEST:

By: _____
Borough Clerk

Date: _____