

OPERATIONAL PLAN

ATTACHMENT A

TO

THE AGREEMENT FOR EXCHANGE OF AUTOMATIC AID

BETWEEN

THE CITY OF KENAI, KENAI FIRE DEPARTMENT

AND

THE KENAI PENINSULA BOROUGH, CENTRAL EMERGENCY SERVICE AREA AND NIKISKI FIRE SERVICE AREA

This Operational Plan details the procedures for automatic aid responses, including the personnel, equipment, and response areas, rendered pursuant to the Agreement for Exchange of Automatic Aid (Agreement) between the City of Kenai (Kenai) on behalf of the Kenai Fire Department (KFD) and the Kenai Peninsula Borough (KPB) on behalf of KPB's Central Emergency Service Area (CES) and KPB's Nikiski Fire Service Area (Nikiski Fire).

A. Amount and Types of Assistance:

1. **KFD's Responsibilities:**

KFD will provide a tanker/pumper and at least three (3) personnel on a first fire alarm response. The response will be to an incident scene.

KFD's reciprocal response area for CES is defined as East and West Poppy Lane to the intersection of Kalifornsky Beach Road and the Sterling Highway (Mile 0, Kalifornsky Beach Road), and from Strawberry Road to Spruce and Frontier Drive and all roads connected thereto.

KFD's reciprocal response for Nikiski Fire will be Nikiski Fire's entire jurisdiction.

2. **CES's Responsibilities:**

CES will provide a tanker/pumper and at least three (3) personnel on a first alarm fire response to KFD. The response will be to the incident scene.

CES's reciprocal response area for KFD will be to KFD's Districts 3 and 4.

CES will have no reciprocal response area for Nikiski Fire.

3. **Nikiski Fire's Responsibilities**

Nikiski Fire will provide a tanker/pumper and at least three (3) personnel on a first alarm fire response to KFD. The response will be to the incident scene.

Nikiski Fire's reciprocal response will be to KFD's Districts 1 and 2.

Nikiski Fire will have no reciprocal response area for CES.

B. Call-Out Procedures

1. Upon report of a first alarm fire to a 9-1-1 call center within the automatic aid response area, the 9-1-1 call center will request assistance from the appropriate reciprocating Agency.

2. Upon request for assistance, the reciprocating Agency will respond if: 1) the reciprocating Agency is available; 2) the reciprocating Agency is capable of aiding the incident as described to the 9-1-1 call center; and 3) the aid is within the authorized powers of the reciprocating Agency.
3. The reciprocating Agency will send the applicable equipment and personnel set forth in Sections A(1), A(2), or A(3) without delay and subject to the following conditions:
 - i. The reciprocating Agency must report to the Incident Commander (IC) and will be subject to the direction of the IC or Officer in Charge (OIC).
 - ii. The reciprocating Agency's personnel and equipment will be released as soon as its reciprocal services are no longer required or if the reciprocating Agency is needed to respond to an emergency within its home jurisdiction.
 - iii. If the reciprocating Agency is directed to backfill or staff another Agency's station, the requesting Agency will grant the reciprocating Agency access to the requesting Agency's station for appropriate parking of apparatus.
 - iv. Whenever the officials, employees, and/or volunteers from the reciprocating Agency are rendering reciprocal aid, such persons shall receive the same compensation and shall have the same powers, duties, rights, privileges, and immunities equal to their employment or position as if such aid were being rendered in their home jurisdiction.

C. Training

At a minimum, the Agencies will hold joint training exercises annually between each of the individual Agencies covered by this Agreement under the direction of the Agencies' Chiefs or the Agencies' Chiefs' Operations or Training Officers. Classroom instruction should be available upon request by each Agency.

D. Communications

1. **Radio.** Pre-programming will be entered into station alerting for automatic aid per department and district. The requesting Agency dispatch will call the responding Agency dispatch center to confirm it is aware automatic aid is needed. After initial automatic tone-out, the dispatcher for each Agency shall announce on the radio that automatic aid is needed at the address of the structure fire, in District 1, 2, 3, or 4. For the purposes of this Operational Plan, *District 1* is the area off of the Spur Highway from the intersection of Kenai Spur Road (KSR) and Sunset/Borgen Avenue to the intersection of KSR and Spruce Street and all roads connected thereto. *District 2* is the area from the intersection of KSR and Spruce Street to the intersection of KSR and McCullom/Tinker including Bridge Access Road (BAR) to the intersection of Beaver Loop Road (BLR) and all roads connected thereto. *District 3* is the area from Mile 3.4 KSR to the intersection of KSR and McCullom/Tinker including BLR to the midpoint on the East side of BLR and all roads connected thereto. *District 4* includes all of VIP Subdivision and BAR from the intersection of Kalifornsky Beach Road and BAR to the intersection of BAR and BLR and BLR to the midpoint on the West side of BLR and all roads connected thereto.
2. After notifying its dispatch center that it is enroute, the responding Agency will switch to the requesting Agency's dispatch channel, and advise the requesting Agency's dispatch that it is enroute.
3. In all cases, the responding Agency will communicate with Command unless advised

otherwise. Radio traffic will be kept to a minimum. Clear text will be used when possible.

E. Fire Incident Reporting.

Each Agency will be responsible for reporting the incident in accordance with that Agency's policy and procedures.

APPROVED:

CITY OF KENAI
Kenai Fire Department

KENAI PENINSULA BOROUGH
Central Emergency Service Area
Nikiski Fire Service Area

Jay Teague, Kenai Fire Chief
Date: _____

Roy Browning, CES Fire Chief
Date: _____

John Harris, Nikiski Fire Chief
Date: _____