

## **OPERATIONAL PLAN (Exhibit A)**

### **AUTOMATIC AID AGREEMENT**

#### **BETWEEN THE WESTERN EMERGENCY SERVICE AREA AND THE HOMER VOLUNTEER FIRE DEPARTMENT**

This Operational Plan (Plan) between the Kenai Peninsula Borough, on behalf of the Western Emergency Service Area (WESA) and the City of Homer, on behalf of the 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 WESA and HVFD. This Plan is a guide for day-to-day operations, and may be revised, amended or altered annually by the written consent of WESA, HVFD, the KPB Mayor and the Homer City Manager. In addition, this Plan may be terminated by either party after a 30-day written 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. When available, WESA will automatically respond to the city limits of Homer, and will provide a tanker/pumper and four personnel on a first alarm response. Unless redirected 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. When available, HVFD will automatically respond to the Western Emergency Service Area south of Happy Valley Creek, and will provide a tanker/pumper and four personnel on a first alarm response. Unless redirected 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, out on arrival, out immediately after arrival, emergency in home territory, etc.

## **II. TRAINING**

Joint training exercises shall be carried out at least annually under the direction of the Fire 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 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 and Borough policy and procedures.

## **V. REVISIONS**

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

### **WESTERN EMERGENCY SERVICE AREA (WESA)**

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Jon Marsh, Chief

Date: \_\_\_\_\_

### **HOMER VOLUNTEER FIRE DEPARTMENT (HVFD)**

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Mark Kirko, Chief

Date: \_\_\_\_\_

**WESTERN EMERGENCY SERVICE  
AREA BOARD**

\_\_\_\_\_  
Dawson Slaughter, Chair

Date:\_\_\_\_\_

**CITY OF HOMER**

\_\_\_\_\_  
Rob Dumouchel, City Manager

Date: \_\_\_\_\_

**ATTEST (City of Homer)**

\_\_\_\_\_  
Melissa Jacobsen, City Clerk

Date: \_\_\_\_\_

**KENAI PENINSULA BOROUGH**

\_\_\_\_\_  
Charlie Pierce, Mayor

Date:\_\_\_\_\_

**APPROVED as to form & legal  
sufficiency**

\_\_\_\_\_  
Patty Burly, Deputy Borough Attorney

**ATTEST (for Kenai Peninsula Borough)**

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk