

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

### **AUTOMATIC AID AGREEMENT**

#### **BETWEEN THE WESTERN EMERGENCY SERVICE AREA AND THE KACHEMAK EMERGENCY SERVICE AREA**

This Operational Plan (Plan) between Kenai Peninsula Borough on behalf of both, the Western Emergency Service Area (WESA) and the Kachemak Emergency Service Area (KESA), is for automatic aid response (the "Annual Operational Plan") 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 KESA. This Plan is a guide for day-to-day operations, and may be revised, amended or altered by written consent of the parties, with concurrence by the KPB Mayor. This Plan will automatically terminate upon expiration or termination of the Automatic Aid Agreement.

#### **I. AUTOMATIC AID RESPONSE AREAS; AMOUNT AND TYPE OF ASSISTANCE**

- a. When available, WESA will automatically respond to KESA boundary limits and will provide a tanker/pumper and four (4) 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 (2) personnel, the additional responders will accompany the tanker/pumper in a utility vehicle or other vehicle suitable for emergency response.
- b. The service area boundaries for WESA's response to a request from KESA encompass the borders from mile 165 of the Sterling Highway to approximately mile 168.5 encompassing the Diamond Ridge Road area; and from approximately mile 15 to approximately mile 17 of the North Fork Road. The response area is depicted on the attached map.
- c. When available, KESA will automatically respond to the WESA, and will provide a tanker/pumper and four (4) 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 (2)

- personnel, the additional responders will accompany the tanker/pumper in a utility vehicle or other vehicle suitable for emergency response.
- d. The service area boundaries for KESA's response to a request from WESA encompass the borders from mile 165 of Sterling Highway to approximately mile 156.5 at Milo Fritz Avenue and up the south end of North Fork Road from mile 17 to mile 11 and are depicted in the attached map.
  - e. 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 Chiefs or their Operations or Training Officers. Classroom instruction should be available upon request by each department, and should include ICS and unified command exercises.

## **III. COMMUNICATIONS**

- a. RADIO – Dispatch will tone out the Automatic Aid request as instructed by the requesting department's OIC. Automatic Aid will occur as directed by either department for any incident it may be needed. The responding department, after notifying dispatch that they are en route, will switch to the requesting department's dispatch channel and advise the OIC they are en route.
- b. The responding department 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. INCIDENT REPORTING**

Each department shall be responsible for reporting the incident in accordance with their department policy and procedures, including Borough policy and procedures.

## **V. REVISIONS**

The Annual Operations Plan shall be cooperatively developed, reviewed regularly and shall become part of the Automatic Aid Agreement.

**WESTERN EMERGENCY SERVICE  
AREA (WESA)**

\_\_\_\_\_  
Jon Marsh, Fire Chief

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

**KACHEMAK EMERGENCY SERVICE  
AREA (KESA)**

\_\_\_\_\_  
Bob Cicciarella, Fire Chief

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

**WESTERN EMERGENCY SERVICE  
AREA BOARD**

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

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

**KACHEMAK EMERGENCY SERVICE  
AREA BOARD**

\_\_\_\_\_  
Matthew Schneyer, Chair

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

**KENAI PENINSULA BOROUGH**

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

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

**ATTEST:**

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

**APPROVED as to form and legal  
sufficiency**

\_\_\_\_\_  
Patty Burley, Deputy Borough Attorney