

ROGUE VALLEY FIRE CHIEF'S ASSOCIATION

Document:	Rogue Valley Regional Mobilization Plan
Section & #:	Mobilization #4.04
Adoption Date / Updated:	(Jan 19, 2010) Revised March 1, 2018
Developed / Updated By:	Chief Prince
Review Date:	Nov. 2019

PURPOSE

To establish an organizational structure and operating guidelines for the mobilization of Jackson and Josephine County fire service resources in the event of large-scale emergencies.

POLICY

It is the intent of the Rogue Valley Fire Chiefs' Association to:

- I. Coordinate response as per the conditions established by the RVFCA Mutual/Automatic Aid Agreement #4.01.
- II. Maintain a system of predefined task forces and strike teams for response to large-scale incidents within Jackson and Josephine Counties. (See Regional Strike Team – Task Force Make Up Form #5.04)
- III. Review this plan on an annual basis and modify as necessary.
- IV. Assure all dispatch centers and fire service agencies in Jackson and Josephine Counties have the minimum training and information necessary to implement the provisions of this plan.

ACTIVATION LEVELS

- I. **Alert** – Notice of possible future activation. No action required.
- II. **Standby** - Apparatus on standby at respective stations ready to respond within 3 minutes of notification. Pre-positioning of apparatus in designated marshalling area will be at discretion of the team leader.
- III. **Respond** - Immediate response (**Code 1 or 3**) to the scene, or designated team marshalling area (or other as directed by team leader).
 - a) When traveling on freeway, or when traffic precludes the advantage of Code 3 response, apparatus should drop to Code 1, or as directed by the team leader.
 - b) Response mode for Tenders will always be Code 1.

TEAM CONFIGURATIONS

Team participants recognize the importance of maximum staffing levels as it pertains to service delivery and personnel safety issues. The preferred minimum staffing level for Type 1 or 2 Engines and Ladder response is 3 personnel. Specialty units such as wildland units, tenders, tactical tenders, rescues, etc. may have a minimum staffing level of 2 personnel. Engine and Ladder staffing may drop to a minimum staffing level of 2 personnel, and Tenders reduced to 1. Team Leaders should also respond with an assistant whenever possible. In the event that an agency responds with less than the preferred minimum staff, that agency shall make an honest attempt to fill the missing position within the first operational period.

I. Task Forces

A. Wildland Task Force (WTF)

1. One (1) command vehicle with task force leader and assistant/trainee.
2. Two (2) type 1 or type 2 engine companies (3 persons per engine).
3. Two (2) type 3 thru 6 engine companies (2 persons per engine).
4. One (1) water tender (2 persons per tender).

II. Strike Teams

A. Wildland Strike Team (WST)

1. One (1) command vehicle with strike team leader and assistant/trainee.
2. Five (5) type 3 thru 6 engine companies (2 persons per engine).

B. Structural Strike Team (SST)

1. One (1) command vehicle with strike team leader and assistant/trainee.
2. Five (5) type 1 thru 2 engine companies (3 persons per engine).

C. Tender Strike Team (TST)

1. One (1) command vehicle with strike team leader and assistant/trainee.
2. Five (5) 1,000 gallon min. capacity water tenders (2 persons per tender)

TEAM MEMBER AGENCY RESPONSIBILITIES (for guidance of existing membership, as well as evaluation of new membership inclusion*)

- I. Be a signer of the Rogue Valley Fire Chiefs Association (RVFCA) Mutual Aid Agreement.
- II. Have the ability to meet the requirements listed in the current RVFCA Mutual/Auto Aid Agreement
- III. Have all mobile and portable radios programmed with current RVFCA Radio Frequency Programming, and personnel are familiar with proper radio use and channel locations.
- IV. Have ability to immediately respond at least 1 unit upon request, as defined by the RVFCA Regional Mobilization Plan, in accordance with the specific Strike Team/Task Force configuration requested (SST, WST, WTF), and with the minimum number of personnel indicated. Equivalent apparatus of the same type may be substituted.
- V. Have ability to adequately back-fill staffing in their home district for the duration of deployment of the Strike Team/Task Force.
- VI. Have adequate, self-sufficient provisions of water, food and personal items necessary for the first operational period (up to 24 hours).
- VII. Firefighters on deployment must meet minimum PPE, training and performance capabilities related to type of deployment and assignments (Certified NFPA Firefighter 1, NWCG FFT2 Wildland Firefighter with annual refresher). Crews are also trained and familiar with structure triage, preparation, and protection using hit-and-run tactics. NWCG S-215 training preferred.
- VIII. Company Officers/Apparatus Operators on deployment must meet minimum PPE, training and performance capabilities related to type of deployment and assignments (crew leadership, decision-making, water supply operations, etc.). Certified DPSST Fire Ground Leader, NWCG Engine Boss, and NFPA Apparatus Equipped with Fire Pump.
- IX. Apparatus must be equipped with the minimum tools, hose, water and pump capacity required for type of deployment, and as outlined in the OSFM State Mobilization Plan. (Structure Fires: fully equipped structure engine with SCBA; Wildland/Interface Fires: hose lay configurations capable of progressive perimeter control, rapid structure protection, and adequate assortment of fire line construction/mop-up tools, with extra 1 ½" & 1" hose and appliances.

Agency participants understand and agree that deployments are deemed as mutual aid assistance within the Rogue Valley area, and that compensation should not be expected.

*New team members will use this as a guiding document for inclusion. Consideration is requested in writing to the County Fire Defense Board Chief. Initial assignments may be on make-up teams.

LEAD AGENCY RESPONSIBILITIES

- I. Organize and pre-plan the activation of assigned task forces and strike teams.
- II. Maintain a current list and assign task force and strike team leaders as needed.
- III. Provide for rotation of crews on extended emergencies in conjunction with incident command requests.
- IV. Provide for the proper level of training for responding members and dispatchers.

TEAM LEADER RESPONSIBILITIES

- I. Leader shall have the necessary qualification and experience applicable to any all-hazard incident to effectively direct the activities and ensure safety of the team.
- II. Leader shall respond in command vehicle. Radio communications capability shall include current RVFCA Radio Frequency Programming and cellular phone.
- III. Confirm all personnel and apparatus assigned to the task force or strike team are properly equipped.
- IV. Maintain all necessary ICS forms appropriate for the incident, and records-team activity as required.
- V. Brief all crews on team procedures and safety standards.
- VI. Maintain a firefighter accountability system throughout the duration of the incident.
- VII. Coordinate movement of task force or strike team units to incident staging (or other location assigned) on the appropriate assigned frequency.
- VIII. Ensure request for the task force or strike team is in accordance to the request made by the IC, including team configuration (what do you want) and code to scene (how fast do you want it).
- IX. Whenever possible, obtain direct phone link between team leader and IC or designee.
- X. Monitor State Fire Net (RV TAC 1) or other frequency as directed for information or assignments from incident command.

INCIDENT COMMANDER RESPONSIBILITIES

- I. Implement the formation of an incident command structure appropriate for the magnitude of the incident and in conjunction with other agencies as necessary. Early activation of the local Incident Management Team (IMT) is essential.
- II. Make all requests for mobile support in accordance with the implementation procedures outlined in this policy.
- III. Provide team leaders with a detailed briefing when deployed or committed to the incident. Whenever possible, advance contact via phone at time of mobilization or while enroute is preferred.

IMPLEMENTATION PROCEDURES

- I. Incident command may request the activation of one task force or strike team directly through their agency's dispatch center. Subsequent requests shall be made through the appropriate Fire Defense Board Chief.
- II. Request for mobilization resources shall be formatted to conform to the Rogue Valley Mobilization Order Form #5.06
- III. The hosting Dispatch center will transfer the request to the neighboring Dispatch center, who will implement the dispatch procedures.
- IV. The hosting Dispatch center will notify the Fire Defense Board Chief of any activation level.
- V. Mobilized units shall notify their local Dispatch center when enroute to the team marshalling area.
- VI. Team leader shall notify the hosting Dispatch center upon departure from the team marshalling location and indicate estimated time of arrival at the designated incident staging area or other as directed.

FIRE DEFENSE BOARD CHIEF RESPONSIBILITIES

- I. Coordinate and implement the provisions of this policy.
- II. Respond to and assist the local incident commander in the coordination of resources and establishment of an appropriate incident command structure.
- III. Assure local fire service agencies and dispatch centers are prepared for the implementation of this policy.
- IV. Assist dispatch centers in the coordination and tracking of the fire defense district resources.
- V. Maintain fire protection coverage of the appropriate county including coordination with the Office of State Fire Marshal or other required agencies.



ROGUE VALLEY FIRE CHIEFS ASSOCIATION
8383 AGATE RD.
WHITE CITY, OR 97503

Dan Trader
County Fire & Security
220 Peach St.
Merlin, OR 97532

April 28, 2017

Mr. Trader,

This letter is in response to County Fire & Security's application to become part of the Rogue Valley Fire Chiefs Mutual Aid agreement.

The application process for private fire service providers to become part of the Rogue Valley Fire Chiefs Association Mutual Aid agreement is outlined within the Association's organization policy 1.05 "RVFCA Minimum Eligibility Standards for For-Profit Private Fire Service Providers". Within this policy, it outlines 12 specific items that must be in place for consideration to be included as part of the Mutual Aid agreement.

After a review of your application and the documentation provided therein, it has been determined that County Fire & Security does not currently meet several of the 12 specific requirements needed to be part of the agreement. Specifically, we could not verify documentation that shows County Fire & Security "operates or contracts with a communications center staffed on a 24/7/365 basis by Oregon Department of Public Safety Standards & Training certified telecommunications personnel". Additionally, it did not appear from your application documents that County Fire & Security currently meets the insurance requirements outlined in the application process.

Due to the fact that the application does not currently meet the requirements to be considered for inclusion in the Mutual Aid agreement, we are not able to move County Fire & Security's application forward at this time. If County Fire & Security is able to meet all of the requirements outlined in the policy in the future, we will re-evaluate the application at that time.

Sincerely,

Mike Kuntz, President
Rogue Valley Fire Chiefs Association



ROGUE VALLEY FIRE CHIEFS ASSOCIATION
200 S. IVY ST, SUITE 180
MEDFORD, OR 97501

August 1, 2016

Josephine County Board of County Commissioners
Cherryl Walker
500 NW 6th Street
Grants Pass, OR 97526

RE: Josephine County Private Fire Service Provider Standard recommendations

Dear Commissioners:

In February, the Rogue Valley Fire Chiefs Association (RVFCA) was asked by Commissioner Heck to provide recommendations to the Board of County Commissioners on items that we felt would be important for a County standard on private fire service providers operating in Josephine County. The Rogue Valley Fire Chiefs Association convened a working group of critical stakeholders to meet and come up with a document outlining our recommendations. Members of this group included representatives from the RVFCA E-Board, Josephine and Jackson County Fire Defense Board Chiefs, Oregon Fire Chiefs Association, Oregon Department of Forestry, Illinois Valley Fire Protection District, County Fire & Security, and Rural Metro Fire Department. Additionally, Jenny Hall from Josephine County participated as a liaison to the County Commissioners office.

Over the past 6 months, the working group met multiple times and worked through the issues related to the recommendations we present to you today. All of the stakeholders participated in the process and helped determine the final recommendations that we eventually came to consensus on.

Most of the attached recommendations are self-explanatory, but a few points are worth clarifying:

- There was a lot of discussion regarding background checks of firefighters working within Josephine County, and the impact that could have on a private fire service provider's ability to hire employees that meet the needs of their company. Our recommendation is that the County develop and implement a background standard that meets the County's needs and ensure that firefighters operating in Josephine County meet that standard.
- There was also significant discussion regarding what insurance levels should be recommended that a private fire service provider carry. Our assumption is that Josephine County probably has a minimum required level of insurance for companies doing business with the County. Our recommendation is that the County identifies what insurance levels they require and ensure that private fire service providers operating within Josephine County meet those standards. We provided some examples of insurance levels that are required in the Rogue Valley Mutual Aid Agreement for reference.

- We also note in our recommendations (recommendation #2) that the County develop a simple standards of cover template that can be used by private fire service providers in Josephine County to submit into public record what services they will or will not provide, and to what degree or level. A sample standards of cover template has been provided as an attachment for reference. This will allow the community to compare the services provided by each private fire agency.

Finally, our recommendation is that the Board of County Commissioners create a Fire Protection Service Board that would review the ability of private fire service providers to meet the standards and make recommendations to the Board of County Commissioners on issues that affect the community. This group should be comprised of subject matter experts and not driven by any political agenda.

Thank you for the opportunity to be involved in the process of ensuring quality fire services within Josephine County. If you have any questions or if we can be of further service, please don't hesitate to reach out.

Respectfully,

A handwritten signature in black ink, appearing to read "Justin Bates". The signature is written in a cursive, flowing style.

Justin Bates, President
Rogue Valley Fire Chiefs Association

Josephine County Private Fire Departments Standard Recommendations

Recommendations from the Rogue Valley Fire Chiefs Working Group

1. Documentation verifying that the private fire service provider is a legal entity to conduct business in the State of Oregon. Included shall be any assumed business names under which the private fire service provider operates, together with a statement identifying the members of its Board of Directors, partners, and limited partners, managing members or other persons having a financial interest in its operations.
2. Submit completed Standards of Cover template showing documentation of the private service provider's level of service provided to the community (standard of cover) to include a map of the area served by the private fire service provider. The map will identify station locations and a list of vehicles by type, utilizing the vehicle typing standards of the Oregon State Fire Marshal's Mobilization Plan. (See attached standard of cover template) RVFCA recommends a standard form that outlines what services the private fire service provider will provide to the community.
3. Documentation verifying an Insurance Services Office (ISO) rating of at least a class 9 in the best rating area and a map indicating the area graded by ISO.
4. If the private fire service provider is providing **any** emergency medical services as identified in their Standards of Cover, they shall provide documentation verifying that the private fire service provider has secured the services of an approved Supervising Physician, and registration with the Oregon State Health Division as an entity responding to emergency medical incidents.
5. Private fire service provider shall ensure that all of their firefighters engaged in firefighting activities meet State of Oregon OSHA requirements for firefighters and receive adequate training for activities outlined in the Organization's Standard of Cover document. Firefighters must also be accredited by the Oregon Department of Public Safety Standards & Training (DPSST), International Fire Service Accreditation Congress (IFSAC), or Pro-Board to the level of NFPA Firefighter One (1) and have completed the wildland S-130 & S-190 training.
6. Background checks – The Rogue Valley Fire Chief's Association strongly recommends that Josephine County develop and implement a standard for background checks that will meet the County's needs and require that all personnel engaged in firefighting activities successfully document that they meet the standard.
7. Documentation verifying that all private fire service provider emergency vehicles are titled and "registered" with the Oregon Department of Transportation and that said vehicles are designated as an "emergency vehicles" pursuant to ORS 801.260.
8. Documentation verifying that the private fire service provider has the ability to receive notification of calls for service from the local Public Safety Answering Point (PSAP).
9. Documentation verifying that the private fire service provider has a minimum of one (1) FCC frequency licensed for public safety use.

10. Documentation that the private fire service provider has adopted and utilizes the National Incident Management System (NIMS) and operates within the National Response Framework during emergency operations
11. Documentation verifying the private fire service provider maintains minimum insurance defined by Josephine County needs/requirements. Some examples *could* include:
 - a. Comprehensive general liability coverage in the amount of \$2,000,000 per occurrence; \$3,000,000 general aggregate.
 - b. General business automobile combined single limit liability in the amount of \$2,000,000.
 - c. Employment Practices coverage combined single limit in the amount of \$1,000,000.
 - d. If providing *any* Emergency Medical services, Professional/Malpractice coverage in the amount of \$1,000,000 per occurrence and \$3,000,000 general aggregate.
 - e. Workers Compensation coverage shall be in amounts not less than required by applicable state law. Such coverage shall cover volunteers as well as full, part-time and seasonal employees.

ROGUE VALLEY FIRE CHIEF'S ASSOCIATION

Document:	RVFCA Minimum Eligibility Standards For For-Profit Private Fire Service Providers
Section & #:	Organizational Policies #1.05
Adoption Date:	June 19, 2014
Developed / Updated By:	Chief Johnson
Review Date:	June 2017

PURPOSE

The purpose of this guideline is to identify minimum standards and service delivery expectations applicable to private for-profit fire companies, hereafter referred to as "Private Fire Service Providers" (PFSP's) as a pre-requisite for inclusion in the Rogue Valley Fire Chiefs (RVFCA) Mutual/Automatic Aid Agreement Jackson/Josephine Counties, hereafter referred to as the "Mutual Aid Agreement").

While municipal fire department, fire districts and state and federal agencies, hereafter referred to as Government Fire Agencies (GFAs) provide the bulk of fire/rescue services throughout Jackson and Josephine Counties, some areas are served by PFSP's.

And while it is in the best interests of the member agencies of the GFA's to enter into a Mutual Aid Agreement with PFSP's, it is also recognized that due to the for-profit nature of these organizations the GFAs are bound by State and Federal law to insure that such non-monetary exchange of services is mutually beneficial and does not result in a form of government subsidy for the PFSP's.

And while it is recognized that the GFAs are bound by a host of state and federal laws and regulations, it is also understood that there are a minimal number of laws and regulations applicable to the PFSP's. It is therefore in the best interest of all concerned that the RVFCA establishes these minimum standards for PFSP's.

APPLICATION PROCESS

The Mutual Aid Agreement is only open to PFSP's that are members in good standing of the RVFCA, per the then current bi-laws of the association. Per paragraph ten (10) of the Mutual Aid Agreement, said membership does not guarantee inclusion in the Mutual Aid Agreement, rather applicants "...shall first be recommended for addition by the RVFCA and be approved by the chief executive of each of the existing parties." PFSP application for "recommendation for inclusion" shall include the following:

1. Documentation verifying that the PFSP is a legal entity entitled to conduct business in the State of Oregon. Included shall be any assumed business names under which

the PFSP operates, together with a statement identifying the members of its Board of Directors, partners, and limited partners, managing members or other persons having a financial interest in its operations.

2. A letter of support from the local Fire Defense Board.
3. A written statement verifying the ability to comply with all policies of the RVFCA.
4. A map of the area served by the PFSP. The map will identify station locations and a list of vehicles by type, utilizing the vehicle typing standards of the Oregon State Fire Marshal's Mobilization Plan.
5. Documentation verifying that the PFSP has secured the services of an approved Supervising Physician, *and* registration with the Oregon State Health Division as an entity responding to emergency medical incidents.
6. Documentation verifying an Insurance Services Office class eight (8) or better.
7. Documentation verifying that all PFSP firefighters engaged in firefighting activities meet State of Oregon OSHA requirements for firefighters, **and/or** are certified by the Oregon Department of Public Safety Standards & Training to the level of NFPA Firefighter One (1).
8. Documentation verifying that all PFSP emergency vehicles are titled and "registered" with the DMV (non-registered registration certificate), and that said vehicles are designated as an "emergency vehicles" pursuant to ORS 801.260.
9. Documentation verifying that the PFSP operates or contracts with a communications center staffed on a 24 / 7 / 365 basis by Oregon Department of Public Safety Standards & Training certified telecommunications personnel.
10. Documentation verifying that the PFSP has a minimum of one (1) FCC frequency licensed for public safety use.
11. Documentation verifying the PFSP maintains minimum insurance as follows.
 - Comprehensive general liability coverage in the amount of \$2,000,000 per occurrence; \$3,000,000 general aggregate
 - General business automobile combined single limit liability in the amount of \$2,000,000
 - Professional/Malpractice coverage in the amount of \$1,000,000 per occurrence and \$3,000,000 general aggregate.
 - Employment Practices coverage combined single limit in the amount of \$1,000,000.

- Workers Compensation coverage shall be in amounts not less than required by applicable state law. Such coverage shall cover volunteers as well as full, part-time and seasonal employees.

CHANGE OF STATUS

The PFSP shall notify the RVFCA of any change in status of the above information within thirty (30) days. The RVFCA reserves the right to review and revoke any previously given recommendation for inclusion in the Mutual Aid Agreement with thirty (30) days written notice.

deemed and original, and all of which counterparts of this contract, taken together will be deemed to be but one and the same.

Signors:

Applegate Valley R.F.P.D. #9	August 24, 2010
Ashland Fire and Rescue	August 17, 2010
Butte Falls Fire Department	October 28, 2010
Colestine Rural Fire Department	July 5, 2011
Evans Valley Fire District #6	August 17, 2010
Grants Pass Fire Rescue	August 19, 2010
Greensprings Rural Fire District	August 17, 2010
Illinois Valley Fire District	August 17, 2010
Jackson County Fire District #3	August 17, 2010
Jackson County Fire District #4	September 9, 2010
Jackson County Fire District #5	August 17, 2010
Jacksonville Fire Department	August 17, 2010
Oregon Department of Forestry	August 17, 2010
Rogue Valley International Airport FD	September 1, 2010
Medford Fire Rescue	August 24, 2010
Prospect Rural Fire Department	September 9, 2010
Rogue River Rural Fire District	July 21, 2010
Rural Metro Fire Department	August 17, 2010
Lake Creek Rural Fire District	July 21, 2010
Williams Rural Fire District	September 19, 2010
Wolf Creek Rural Fire District	August 20, 2010

Signature page and original document on file with Jackson County Fire District #3 or a PDF version is available in the archive section of the RVFCA Policy/Best Practices/Model Guidelines Manual.