



## Rogers Fire Department Standard Operating Procedures

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| <b>Policy Title:</b>     | Internal Disaster Management  |                        |                  |
| <b>Policy Number:</b>    | 201   | <b>Volume:</b>         | Field Operations |
| <b>Approved By:</b>      | Tom Jenkins   | <b>Last Updated:</b>   | August 2017      |
| <b>CFAI Reference:</b>   | 5H.4  | <b>CAAS Reference:</b> | N/A              |
| <b>Revision Summary:</b> | Created – June 2011<br>Formatted – May 2012<br>Updated – December 2012 (Level Changes)<br>Updated – April 2014 (Level Assignment Changes)<br>Updated – August 2017 (Level Changes and Civil Unrest) |                        |                  |

### PURPOSE

The objective of the internal disaster plan is to mobilize the resources of the entire Rogers Fire Department to an elevated level when circumstances require a commitment beyond normal capabilities. The activation of this plan will cause the fire department to upgrade staff and operations functions to facilitate the management of numerous needs during times of major disaster.

### POLICY

#### Disaster Types

The City of Rogers is susceptible to several types of disasters that pose a potential and historical risk to the city. Those identified hazards are:

|                    |                      |                        |
|--------------------|----------------------|------------------------|
| Tornados           | Lightning            | Wind Storms            |
| Extreme Heat       | Earthquakes          | Floods                 |
| Dam Failures       | Severe Winter Storms | Expansive Soils        |
| Urban Fires        | Wildfires            | Transportation Haz-Mat |
| Fixed Site Haz-Mat | Hail                 | Drought                |

This policy is not applicable to all the disaster types listed above. Hazardous materials incidents and fires are typically managed through other policies. This policy is applicable to those disasters that are uncommon, sometimes predictable due to weather forecasting, or long-term in recovery.

#### Disaster Status Activation

Disasters and major events will occur and affect Rogers in various ways. In order for the RFD to activate "disaster status", the City Shift Commander, Deputy Chief of Field Operations (DFC-FOD) and Fire Chief must endorse the activation.

Disaster status will, in some cases, drastically change the method of response and should only be used in extreme circumstances.

The general categories of situations that would cause the activation of “disaster status”:

- One major incident affecting portions of the city (ie: tornado with widespread damage)
- Two or more working incidents causing a high demand for resources at different locations (ie: flooding in different low-lying areas of the city)
- Numerous small simultaneous incidents causing a peak demand on the entire system (ie: ice and snow event causing power line problems and transformer fires)

It will be incumbent upon the Fire Chief and DFC-FOD to decide which level of disaster activation to utilize. The levels are presented as a scripted way to distribute manpower in order to accomplish the tasks necessary to manage the disaster and maintain a state of readiness for normal emergencies that may occur in the city.

### **Specific Disaster Activation Levels**

#### Winter Weather / Ice Storm

Level 1 Criteria: Approval of the Fire Chief or Deputy Chief of Field Operations based on recommendation from the City Wide Tour Commander, when > 5 inches of snow/sleet within a 12-hour period or expected ice accumulation sufficient to cause damage to trees or powerlines (typically > ¼ inch).

Level 2 Criteria: Level 1 criteria with adjacent counties experiencing widespread power outages and ice impact that may exceed the department’s capacity or when > 8 inches of snow/sleet within a 12-hour period or expected ice accumulation sufficient to cause severe damage to trees or powerlines (typically > ½ inch).

Level 3 Criteria – Level 2 criteria with localized evidence of a significant resource depletion and disruption to local essential services.

#### Flooding

Level 1 Criteria: Approval of the Fire Chief or Deputy Chief of Field Operations based on recommendation from the City Wide Tour Commander, when > 6 inches of rain within a 24-hour period along with a flash flood watch is forecast.

Level 2 Criteria: Level 1 criteria with adjacent counties experiencing widespread flash flooding that may exceed the department’s capacity or when > 8 inches of rain within a 24-hour period is expected.

Level 3 Criteria – Level 2 criteria with localized evidence of a significant resource depletion and disruption to local essential services.

#### Severe Weather / Tornadoic Storm

Level 1 Criteria: Approval of the Fire Chief or Deputy Chief of Field Operations based on recommendation from the City Wide Tour Commander, when large scale and sustained severe and potentially tornadoic weather is expected in the area over a time period exceeding two hours. A severe weather watch and tornado watch should accompany the approval.

Level 2 Criteria: Level 1 criteria with adjacent counties experiencing widespread severe weather and tornados that may exceed the department's capacity. Neighboring counties should be experiencing tornado warnings to meet this criteria level.

Level 3 Criteria – Level 2 criteria with localized evidence of a significant resource depletion and disruption to local essential services, including large-scale tornados.

#### Severe Wildfire Weather

Level 1 Criteria: Approval of the Fire Chief or Deputy Chief of Field Operations based on recommendation from the City Wide Tour Commander, when fire weather is expected to include a Red Flag warning with sustained winds over 20 miles per hour.

Level 2 Criteria: Level 1 criteria with relative humidity values below 30 percent and the likelihood of fires that may exceed the department's capacity.

Level 3 Criteria – Level 2 criteria with localized evidence of a significant resource depletion and disruption to local essential services, including multiple large-scale fires in nearby counties.

| <b>Disaster Category</b>   | <b>Level 1 Actions</b>  | <b>Level 2 Actions</b>  | <b>Level 3 Actions</b>  |
|----------------------------|---|---|---|
| Winter Weather / Ice Storm | <ol style="list-style-type: none"> <li>1. Recall seven off-duty firefighters to staff brush units with two firefighters each and place one additional ambulance or fire company in service.</li> <li>2. Place one member of command staff in the 911 dispatch center.</li> <li>3. Place one company officer as a BC1 aid.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Recall an additional eight off-duty firefighters. Place additional fire apparatus in service to supplement normal daily staffing.</li> <li>2. An additional on-duty chief officer or BC substitute shall be placed into service.</li> </ol> | <ol style="list-style-type: none"> <li>1. Full recall of all sworn personnel to report to their designated stations. Priority shall be placed on staffing reserve companies and then augmenting staffing on existing companies and paramedic ambulances.</li> </ol> |
| Severe / Tornadoic Weather | <ol style="list-style-type: none"> <li>1. Recall nine off-duty firefighters to staff brush units with two firefighters each and place one additional ambulance and one additional fire company in service.</li> <li>2. Place one member of command staff in the 911 dispatch center.</li> <li>3. Place one company officer as a BC1 aid.</li> </ol>   | <ol style="list-style-type: none"> <li>1. Recall an additional eight off-duty firefighters. Place additional fire apparatus in service to supplement normal daily staffing.</li> <li>2. An additional on-duty chief officer or BC substitute shall be placed into service.</li> </ol> | <ol style="list-style-type: none"> <li>1. Full recall of all sworn personnel to report to their designated stations. Priority shall be placed on staffing reserve companies and then augmenting staffing on existing companies and paramedic ambulances.</li> </ol> |
| Flooding                   | <ol style="list-style-type: none"> <li>1. Recall six off-duty firefighters to staff the rescue boat and pull vehicle with two firefighters, upgrade the rescue company to a minimum of three firefighters and place an additional fire company in service.</li> <li>2. Place one member of command staff in the 911 dispatch center.</li> <li>3. Place one company officer as a BC1 aid.</li> </ol> | <ol style="list-style-type: none"> <li>1. Recall an additional eight off-duty firefighters. Place additional fire apparatus in service to supplement normal daily staffing.</li> <li>2. An additional on-duty chief officer or BC substitute shall be placed into service.</li> </ol> | <ol style="list-style-type: none"> <li>1. Full recall of all sworn personnel to report to their designated stations. Priority shall be placed on staffing reserve companies and then augmenting staffing on existing companies and paramedic ambulances.</li> </ol> |

|                         |   |   |   |
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| Severe Wildfire Weather | <ol style="list-style-type: none"> <li>1. Recall four off-duty firefighters to staff brush units with two firefighters each.</li> <li>3. Place one company officer as a BC1 aid.</li> </ol> | <ol style="list-style-type: none"> <li>1. Recall an additional six off-duty firefighters. Place two additional fire apparatus in service to supplement normal daily staffing.</li> <li>2. An additional on-duty chief officer or BC substitute shall be placed into service.</li> <li>3. Place one member of command staff in the 911 dispatch center.</li> </ol> | <ol style="list-style-type: none"> <li>1. Full recall of all sworn personnel to report to their designated stations. Priority shall be placed on staffing reserve companies and then augmenting staffing on existing companies and paramedic ambulances.</li> </ol> |
|-------------------------|---|---|---|

The member of command staff assigned to the 911 dispatch center shall be authorized to make the following decisions after being briefed by the Fire Chief or Deputy Fire Chief of Field Operations:

- Reduce initial assignments to fire alarms, motor vehicle accidents and other call types on a case-by-case basis
- Refuse the response of the fire department to calls with no obvious hazards. This officer should attempt to handle this circumstance by ensuring the reporting party understands the circumstance. Examples would be lines arching when the entire city is having similar issues.
- Automatically dispatch mutual aid to areas that will have longer than normal response times by RFD companies.

A Level 3 disaster activation includes a complete activation of all off-duty staff. At full staffing, all available apparatus should be staffed and Battalion Chiefs should be prepared to assist as part of an Incident Management Team or as part of the city's emergency operations effort. Efforts should be made to place a senior level RFD representative at the following locations:

- Benton County Emergency Operations Center
- City Hall or designated City Executive Staff location
- Three (3) at the Rogers Dispatch Center
- Two (2) at the Central Fire Station

At this level of activation it becomes imperative to rotate work crews and command staff to ensure constant availability and decision-making capacity.

## **Disaster Management and Planning**

During internal disasters, an effort will be made to organize, deploy, and constantly prepare RFD resources. A command staff officer will manage this effort and shall be responsible for the following functions:

1. Analyze the emergency situation
2. Determine what fire department and other department resources are needed for the emergency
3. Place additional apparatus in service as deemed necessary
4. Recall appropriate personnel resources as necessary
5. Make fire department policy regarding the departments response and management of the emergency
6. Prioritize response and resources as necessary

During disaster that exceed Level 1 conditions, the fire department will attend daily briefings in the Benton County or City of Rogers EOC and hold two internal meetings each day for all personnel on duty. The first meeting will be held at 0700hrs to plan for the operational period occurring from 0800-2000hrs. The second meeting will be held at 1600hrs to plan for the operational period occurring from 2000-0800hrs. Planning meetings will be coordinated with the city's emergency management effort.

## **Civil Unrest**

Because of the dynamic nature of large-scale civil disturbances, it is difficult to determine appropriate actions for the department to take. When large, potentially-violent gatherings are anticipated, or when organized violent acts occur around the city, the department shall take actions to protect firefighters, gather intelligence, and limit risk to critical department equipment and facilities.

It is critical for the department to exchange information with the police department during times of civil unrest. It will be the responsibility of the Deputy Fire Chief of Field Operations to manage this function. Other items of consideration include:

Road closures – Companies should pay careful attention to road closures created by large mobs of protesters. Alternative routing should be utilized whenever possible to not draw attention from potentially hostile groups.

Staffing – Additional staffing should be considered on all response apparatus. At a minimum, ambulance should be staffed with three (3) and fire companies with four (4) firefighters.

Personal Protective Equipment – Bunker gear, including helmet, shall be worn at all times when responding into areas of civil unrest. The use of active shooter ballistic PPE should be considered when it is available.

Station Security - Special care should be made to secure fire stations during these responses and turn off fire station alerting mechanisms that may open apparatus bay doors automatically.

Police Escorts - Police escorts should be used when responding into areas of civil unrest whenever possible. If the availability of law enforcement makes this impossible, then a non-intervention strategy or multiple fire companies should be used to manage the anticipated risk.

Resource Availability – Reserve units or mutual aid should be utilized in *anticipation* of a civil disturbance so that an influx of emergency incidents can be handled in addition to the other calls normally occurring in the city.