

Operations - Emergency Response Plan

CHAPTER 6.1

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Submitted by:

Approved by:

The purpose of this section is to establish a uniform plan for the effective coordination and control of Fire/Rescue actions to be taken in the event of disaster situations.

Disasters or disaster situations are defined as:

- Natural Disaster** Means any storm, hurricane, tornado or flood resulting in or threatening to cause major damage, hardship and suffering to the public.
- Accidental Disaster** Means any explosions, fires, transportation accidents, hazardous material accidents or structural collapse resulting in or threatening to cause major damage, hardship and suffering to the public.
- Civil Disaster** Means any local civil disturbance, riot or acts of terrorism or act of war against the United States resulting in or threatening to cause major damage, hardship and suffering to the public.

COMMAND POST AND OPERATING CENTERS

Staff and Service personnel are listed below along with assignments. They will be notified of Level status as the situation develops. Staff and Service personnel will be notified by the Chief or designee, as they do not have the same call-in or reporting procedures listed for shift personnel.

PERSONNEL	ASSIGNMENT
Chief	EOC Overall Responsibility
Deputy Chief	EOC - Command - Fire/Rescue Operations; ESF 4/9
Assistant Chief	EOC - Command - Fire/Rescue Operations; ESF 8
Assistant Director	EOC - Command - Fire/Rescue Finance
Program Manager/Chief	EOC - Command - Fire/Rescue Logistics
Emergency Manager	EOC - Command - Fire/Rescue Planning
Public Information Officer	EOC - Command - Fire/Rescue PIO
Training Bureau Personnel	Emergency Operation Center: Staff
Fire Marshal	Emergency Operation Center: Staff

District Chief (duty)	Mobile Command Post
District Chief (duty)	Mobile Command Post
District Chief(s) (Call-In)	Field Operations
Supply Officer	Central Supply Warehouse

OPERATIONS DURING NATURAL/ACCIDENTAL DISASTERS

Fire/Rescue has established 5 Levels of operation which initiates the following actions by Department personnel. Levels are cumulative.

- Level 0** Normal day-to-day operations
- Level 1** Alert Status, Staff Briefing to be held at Headquarters or designated site.
- Level 2** Standby Status, off-duty shifts notified of possible recall.
- Level 3** On-call shift report to duty (on-call shift is the shift that was “on duty” the previous day)
- Level 4** Reserve shift reports to duty (reserve shift means the off-duty shift which will be on duty the next tour)

When it appears possible that Alachua County may be in the path of an approaching storm, **Level 1** will be ordered and the following actions will be initiated.

LEVEL 1

Duty Shift (Shift on duty)

- Drain, flush and fill all apparatus water tanks to provide for emergency drinking water.
- Place all portable radios on charge.
- Test all portable lantern batteries and assure spare battery and bulb supply.
- Test run and service all emergency generators-station and apparatus.
- Check station supplies, first-aid supplies and order if necessary.
- Top off all fuel tanks. Maintain a minimum of $\frac{3}{4}$ full until return to LEVEL 0.

LEVEL 2 (Includes Level 1 preparations)

Installations that may have to evacuate will develop preparations for evacuating with the following considerations:

- Rescue supplies and equipment

- Employee records
- Department & installation operating records
- Electronic equipment
- Training Aids
- Library
- Apparatus
- Foam
- Utilities, i.e. gas, electric, aux. generator

NOTE:

After all equipment has been removed to evacuation site, personnel and apparatus will return to station to wait for further direction concerning evacuation of personnel and apparatus.

- Advise on-duty employees and reserve shift to prepare their homes for storm conditions and make arrangements for the safety of their families in the event of later call back to duty.
- The following day at 0800 hours, upon completion of duty tour, off-going (on-call) shift will take their bunker gear home with them. They will prepare their homes for storm conditions, arrange for the safety of their families, in the event of call-back to duty. They are to be on a standby status and are to make sure they can be reached by telephone if necessary. Should they be recalled to duty, they shall report to their duty station or other assembly point as directed. They will bring sufficient clothing and personal items, as necessary, for an extended duty tour.

NOTE: Any personnel who feels for the safety of their family members or needs assistance in securing them in a shelter, should contact the District Chief for assistance.

LEVEL 3 (Includes Levels 1 & 2 preparations)

- Shift Lieutenants will be notified to contact on-call shift and direct them to report to duty station or other assigned assembly point. Lieutenants will log call times. Personnel may be recalled in stages.
- On-call shift will report as directed. They will have bunker gear, spare clothing and personal items with them. They will log in and stand by for duty assignments.
- Executive Staff members will be divided into two teams, each working a 12 hour tour of duty.

LEVEL 4 (Includes Levels 1, 2, & 3 preparations)

- Shift Lieutenants will be notified to call in reserve shift and direct them to report to duty station or other assigned assembly point. Lieutenants will keep logs of staff called in (time of contact, who contacted, time reported, where assigned, when relieved).

- Reserve shift will report as directed. They will have bunker gear, spare clothing and personal items with them. They will log in and stand by for duty assignment.
- After the emergency has passed and there is no further need to maintain the call or reserve shifts, the order will be given to release them from duty. No personnel shall leave their duty assignment without authorization. Each individual working overtime shall be responsible for keeping their own time, preparing the request for overtime pay with proper signatures and submitting same to the Lieutenant or District Chief.
- Any person who fails to return to duty (including from annual and sick) under LEVEL 3 or 4 may be subject to disciplinary action.
- Telephone contact with any adult member living in employee's household will be considered as contact with the employee.
- Exemptions may be granted on a case by case basis when approved by Command.

NOTE: On-call Reserve District Chiefs, when returning to duty, upon LEVEL 3 conditions will report to headquarters, notify command and stand by for assignment.

OPERATIONS DURING CIVIL DISTURBANCES

This plan of operation and assignment of Fire/Rescue personnel and equipment is designed to cover all levels of Civil Disturbances within the limits of Alachua County.

MISSION Fire/Rescue's objective in civil disturbances is the protection of life and property, care and transportation of the sick and injured, rescue of trapped occupants and overall fire control and medical care within the limits of jurisdiction, unless the magnitude of the civil disorder deems it unsafe for personnel to enter the affected area. This is not a matter of tradition or preference of the Department, but a matter of law.

GENERAL

- Fire/Rescue will not use their personnel, apparatus or equipment for crowd control or disbursement of people and will avoid physical contact with persons involved with the disorder.
- At no time will any Fire/Rescue employee, while on duty, carry on their person, have on any Department properties, or on apparatus, firearms or other concealed weapons.
- It is emphasized to Command Officers (Chief Officers), and Company Officers that on-scene time be kept to the necessary minimum and that the protection of personnel and equipment is paramount. Only such overhaul that is operationally practical will be done. No salvage operations will be conducted in civil disturbance areas.
- During fires, use master streams when practical, utilizing large volumes of water to knock down and extinguish the fire as quickly as possible. Retain capability of rapid pick up of hose and equipment to respond to other alarms or to withdraw

from area if conditions warrant same. All units will assist each other in preparing to leave the scene and no individual company will be left alone in problem area.

- During EMS calls, the practice of “load and go” will be of priority, keeping on-scene time at a minimum. Retain the capability to rapidly withdraw from the area if conditions warrant.
- As a civil disturbance progresses or intensified, the legal responsibilities may shift from the Gainesville Police Department (City), to the Sheriff’s Department, the State of Florida or even Federal Agencies. However, Fire/Rescue personnel will always stay under the supervision and leadership of Fire/Rescue officers. Fire/Rescue Command Officers (Chiefs), Company Officers, and Supervisors at the scene will be responsible for the operations, safety and conduct of their personnel.

DEFINITIONS

A designated number of reserve vehicles will be manned by on-call personnel at the discretion of the Assistant Chief of the Department or designee.

Fire/Rescue has established five (5) operating conditions (LEVELS) and Condition X to identify the severity and level of operations before, during and after a **civil disturbance**.

LEVEL 0	Normal day-to-day operations
LEVEL 1	Civil disorder operations for Fire/Rescue level of operations - Gainesville Police Department (City), Alachua County Sheriff’s Department (County).
LEVEL 2	Civil disorder operations for Fire/Rescue progressive problems - level of operations - Alachua County Sheriff’s Department.
LEVEL 3	Civil order operations for Fire/Rescue severe problems - level of operations - National Guard
LEVEL 4	Civil disorder operations for Fire/Rescue critical situation - level of operations - Federal Agencies
CONDITION X:	Uncontrolled situation, unsafe for Fire/Rescue personnel to work in and respond to area.

NOTE: Due to the possible rapid development of severe civil disturbances and time element involved to set up Command Posts and get military personnel on the scene, the level of operations may be in advance of the outside agencies.

Upon notification that a civil disturbance exists, Fire/Rescue personnel and apparatus will not enter civil disturbance areas unless notified by Law Enforcement that area is secure and safe for Fire/Rescue personnel to respond and work. Fire/Rescue will

immediately go to LEVEL 1 and all affected stations and personnel will follow these guidelines. Progression of LEVELs is cumulative.

LEVEL 1

- All personnel will wear full protective clothing for riot conditions.
- All axes, tools, etc., will be placed in compartments or kept under cover. Hose bed covers will remain in place.
- Companies responding will locate apparatus so that they can effect a rapid exit.
- No sirens or red lights will be used within the designated disturbance area.
- If units in disturbed area(s) are attacked or physically threatened, apparatus and personnel will be withdrawn until area is secured.
- Dispatcher will notify all duty staff officers and the situation will be evaluated.
- All installations will be notified, doors will be secured and personnel assigned to stations in riot areas will remain indoors with a minimum of lighting after dark. The Fire/Rescue Mobile Command Post will be activated if needed.
- If the situation appears to be involved and of long duration, command posts and operation centers will be activated. One or more stations may have to be evacuated and relocated to a safe location.

LEVEL 2

- Legal authority now changes to the Alachua County Sheriff. Staff is moved to the EOC at the County Office of Emergency Management.
- The Department will, upon direction from the Chief, initiate shift call-in to staff additional units. These units will be placed in strategic locations and assigned when needed.
- All calls for assistance, in troubled areas, will be verified by GPD and ASO before Fire/Rescue responds.

LEVEL 3

- Florida State National Guard on the scene: The County Administrator and the Governor of Florida has declared Alachua County an area of civil disturbance and unable to cope with the situation. All operation centers will remain in their present location.
- All Fire/Rescue stations operating in areas of civil disturbance will have police and/or National protection. Any threatening action toward Fire Rescue personnel will be cause for the Fire Rescue Command Officer on the scene to order withdrawal of all Fire Rescue resources until situation is controlled and declared safe by law enforcement/guard personnel to operate in.

LEVEL 4

- Federal Law Enforcement Agencies and/or U.S. Armed Forces have now moved in to assist the National Guard with military and police actions. EOC, Emergency Services Department Communication and Command Post will continue to function in the same locations. Emergency Services Department actions and objectives remain the same. The emphasis will be to prevent large sweeping fires or conflagrations.

CONDITION X

- Will be in-force when conditions are such that it is impossible for Fire/Rescue personnel to safely operate in disturbed areas. These conditions will be established by the Chief or designee and all responses to affected areas will cease until Condition X has been rescinded.
- In areas of Condition X, all requests for medical aid will be forwarded to Law Enforcement Agencies. LEA will remove the victim from the area and meet with a medical/rescue unit in a secure area where patient treatment will begin.

SUPPORT DIVISIONS

- Supply Division will furnish all supplies necessary.
- Prevention Division personnel will be used in secured areas for fire detection and fire prevention, also for fire investigation of suspicious fires when possible. They will work under Law Enforcement or Military protection while in disturbed areas.
- Alachua County Public Works will maintain apparatus and supply fuel to needed vehicles. They will not enter an area of unrest unless properly protected.
- Training Bureau will assist at Fire/Rescue Command Post on the scene and at Command Center at the EOC for liaison between various agencies.
- When the all clear is sounded and the civil disturbance is over, the Department will return to LEVEL 0.

Staff and Service personnel are listed below with their duty assignment. They will be notified of Civil disturbance status as the situation develops. Staff and Service personnel will be notified by the Fire/Rescue Chief of Operations, as they do not have the same call-in or reporting procedures previously listed for shift personnel.

OPERATIONS LEVELS

LEVEL	NUCLEAR ACCIDENT	HURRICANES & TORNADOES
Level 0 - Normal Operations, Emergency Management monitors seasonal weather related events	NORMAL OPERATIONS	HURRICANE SEASON
Level 1 - Higher state of readiness than is normally present	UNUSUAL EVENT/ALERT	STORM FRONTS APPROACH (HURRICANES - 72 HOUR ALERT)

Level 2 - A term used to describe a condition more serious than Condition 2. A condition which presents a greater threat of emergency than Condition 2 but not an immediate threat to life or property.	SITE AREA EMERGENCY	HURRICANE WATCH (36 HOUR ALERT)
Level 3/4 - This is a serious condition which denotes that hazardous conditions are probable or, in fact already occurring in certain areas within Alachua County. A high potential exists for property damage or loss of life.	GENERAL EMERGENCY	HURRICANE WARNING (24 HOUR ALERT)

LEVEL	EXAMPLES
Level 1 Normal Operations, Emergency Management monitors seasonal weather related events	Hurricane Season
Level 2 Higher state of readiness than is normally present	<ol style="list-style-type: none"> 1. Forecast for severe weather/watches 2. Potential for local civil unrest 3. Potential for energy emergency 4. Hurricane with 72 hr. forecast within 300 miles 5. Nuclear power plant incident (Alert)
Level 3 A term used to describe a condition more serious than Condition 2. A condition which presents a greater threat of emergency than Condition 2 with some threat to life or property.	<ol style="list-style-type: none"> 1. Tornado Warning 2. Hurricane Watch 3. Civil Unrest with incident 4. Nuclear power plant Site Area Emergency
Level 4 This is a serious condition which denotes that hazardous conditions are probable, or in fact already occurring in certain areas within Alachua County. A high potential exists for property damage or loss of life.	<ol style="list-style-type: none"> 1. Hurricane Warning 2. Civil disorder with rather large scale localized violence 3. Nuclear power plant General Emergency 4. Hazmat Incident Level III involving large scale evacuations

RESPONSE/RECOVERY LEVEL CLASSIFICATIONS

LEVEL	EXAMPLES	ACTIONS
NORMAL RESPONSE Emergencies that are handled through normal response without reducing the available response to other incidents. Level 0	AIR-CRASH (SMALL PLANE) HOUSE FIRE HAZMAT LEVEL I MINOR STORM DAMAGE CIVIL DEMONSTRATIONS	MANAGED BY ON SCENE INCIDENT COMMANDER WITH AVAILABLE RESOURCES

<p>LOCALIZED EMERGENCY</p> <p>Emergencies that require major commitment of resources. Low capacity to respond to other emergencies.</p> <p>Level 1</p>	<p>AIR CRASH(COMMERCIAL CARRIER)</p> <p>MAJOR FIRE (POTENTIAL FOR MAJOR LOSS OF LIFE)</p> <p>FLOODING</p> <p>HAZMAT LEVEL 11</p> <p>MODERATE TO SEVERE STORM DAMAGE, LIMITED AREA</p> <p>LOCALIZED CIVIL DISTURBANCE</p>	<p>MANAGED BY ON SCENE INCIDENT COMMANDER. RESPONSE MAY REQUIRE OFF DUTY PERSONNEL AND MUTUAL AID.</p> <p>THE COUNTY EOC MAY BE ACTIVATED TO SUPPORT OPERATIONS.</p> <p>A STATE OF EMERGENCY MAY BE DECLARED FOR A LIMITED AREA AND FOR SPECIAL ACTIONS.</p>
<p>MINOR DISASTER</p> <p>A disaster that is likely to be within the response capabilities of local government and to result in only minimal need for state or federal assistance.</p> <p>Level 2</p>	<p>TORNADO WITH AREA WIDE DAMAGE</p> <p>HAZMAT LEVEL 111</p> <p>WIDE SPREAD CIVIL DISTURBANCES</p>	<p>MANAGED BY ON SCENE INCIDENT INCOMMANDER OR FROM COUNTY EOC</p> <p>A STATE OF EMERGENCY MAY BE DECLARED WHEN NORMAL OPERATING PROCEDURES ARE INAPPROPRIATE OR STATE/FEDERAL ASSISTANCE IS REQUIRED.</p>
<p>MAJOR DISASTER</p> <p>A disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.</p> <p>Level 3</p>	<p>MAJOR TORNADO</p> <p>HURRICANE CAT 1-2</p>	<p>DECLARE STATE OF EMERGENCY AS NEEDED.</p> <p>ACTIVATE COUNTY EOC AND ALL ESF'S</p> <p>DIRECT RESPONSE FROM EOC</p> <p>REQUEST STATE AND FEDERAL RESPONSE</p>
<p>CATASTROPHIC DISASTER</p> <p>A disaster that will require massive state and federal assistance, including the military.</p> <p>Level 4</p>	<p>HURRICANE CAT 3-5</p>	<p>DECLARE STATE OF EMERGENCY</p> <p>ACTIVATE COUNTY EOC AND ALL ESF'S DIRECT RESPONSE FROM EOC</p> <p>REQUEST STATE AND FEDERAL RESPONSE</p> <p>DIVIDE COUNTY INTO OPERATIONAL AREAS.</p>