

FIREFIGHTING

EMERGENCY SUPPORT FUNCTION 4 (ESF 4)

PRIMARY AGENCY: Lake County Public Safety Department,
Fire Rescue Division

SUPPORT AGENCIES: Municipal Fire Departments
Florida Forest Service

I. INTRODUCTION

A. Purpose

The purpose of this document is to establish uniform procedures for the effective coordination of emergency response and personnel assignments upon implementation of the Emergency Operations Plan (EOP) during a disaster or other catastrophic event that may drastically impact available units and personnel.

B. Responsibility

It is the responsibility of all personnel to be familiar with this plan and to adhere to the parameters contained herein. It is the responsibility of Chief Officers to provide for the safety and accountability of all personnel.

Provided in the body of the EOP is:

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|---|---|
| 1. Staff Assignments: | Chief Officers
Field Personnel
Administrative Personnel |
| 2. Station Activation: | High Wind Emergencies
All Other Emergencies |
| 3. Station Staffing Assignments: | High Wind Emergencies
All Other Emergencies |
| 4. Station Coverage Areas: | High Wind Emergencies
All Other Emergencies |

Under the best of circumstances the management and coordination of a large response operation is complex and may involve multiple agencies. Emergency or hazardous conditions will place excessive requirements

upon local fire service agencies. A catastrophic event or disaster may severely damage the fire service infrastructure causing response activities to be hampered by insufficient resources, damaged equipment, and disrupted communications. This may require that a significant amount of resources be provided from remote areas.

II. TERMS

A. Disaster

Any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in declaration of a state of emergency by local government, the Governor, or the President of the United States. Disasters shall be identified by the severity of the resulting damage as follows:

1. Catastrophic disaster – disaster that will require massive state and federal assistance, including immediate military involvement.
2. Major disaster – disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.
3. Minor disaster – 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.

B. Emergency

Any occurrence or threat, whether accidental, natural, technological, or man-made, in war or in peace, that results or may result in substantial injury or harm to the population, or substantial damage to, or loss of, property.

III. PLANNING ASSUMPTIONS

- A. In disaster conditions, the Director of Public Safety, in cooperation with the Emergency Management Division Manager and Staff Officers will make the decision to activate the EOP and notify personnel.
- B. Upon Level I activation of the EOP, the department will go to an Alpha/Bravo method of operating (12 hours on/12 hours off). All previously approved leave (i.e. annual, school, etc) is immediately cancelled and all personnel on leave will be recalled.
- C. Personnel will report to their assigned station as they are notified. Personnel will not trade stations or shifts. Personnel will be assigned at

their stations to Alpha or Brave shift. They will be on call for 12 hours and rest in place for 12 hours alternately. All personnel will remain at their assigned station until released by a Battalion Chief or other Staff Officer. This is for the protection and accountability of all personnel.

- D. Station officers will be responsible for assigning personnel to units and continual accountability of those personnel. The station officer shall report directly to their Battalion Chief.
- E. All personnel will be self-sustaining for the period they are on duty. Personnel must bring enough food and water for a period of 48-72 hours, a sleeping bag, change of clothes, and additional "comfort" items that may be needed. Stores may not be open for business, depending on the event.
- F. All personnel need to understand that they may or may not have water, working bathrooms, showers, etc. provisions shall be made for these items as soon as possible.
- G. Most personnel will be assigned to stations closest to their homes wherever possible. All personnel shall follow the procedures listed in this plan. No personnel are exempt from working during emergency conditions.
- H. Apparatus may be relocated based on the emergency. Some stations may be evacuated and apparatus will be relocated to surrounding stations when ordered by the Director of Public Safety/Fire Chief. Not all apparatus will fit in the stations and may need to be stored in the yards.
- I. In the event of a hurricane or high wind activation, personnel being called back for duty should report to their assigned station to confirm the activation. Prior to reporting for duty, they should take a minimal amount of time to secure their families and homes. Personnel who are on duty at the time of activation will be given the opportunity to secure their homes and families, time permitting.

IV. ACTIVATION LEVELS

Level III: Preparation and Monitoring

Level II: Notification of EOC Staff Only and Selected Activation

Level I: Full Activation of EOC and Field Personnel

A. Level III Functions

1. Preparation and Monitoring of the situation.
2. Some preparations should be performed throughout the year.
3. Vulnerability analysis to determine threat and risk potential.
4. Contact staff, briefings and notify personnel of emergency conditions.
5. Maintain adequate staffing levels.
6. Maintain adequate operating vehicle levels.
7. Maintain adequate stock levels.
8. Check fuel tank levels.
9. Secure loose items on station grounds.
10. Report any discrepancies or repairs that need immediate attention.

B. Level II Functions

1. Assure essential supplies are at appropriate levels.
2. Inspect back-up power for readiness.
3. Inspect and prepare "reserve" vehicles.
4. Secure fuel sources and supplies.
5. Secure personnel families and homes.
6. Notify personnel for standby of pending activation.
7. Minimal staffing of EOC.
8. Establish citizen phone lines.

C. Level I Functions

1. Full activation of EOC and field personnel.
2. Coordinate with other county departments and municipal services.

3. All personnel called in and switched to 12/12 shifts.
4. Response to calls (shelter in station with sustained winds > 45 mph).
5. Coordination of evacuation routes and alternate travel ways.
6. Maintain equipment readiness.
7. Restock equipment and supplies.
8. Debris removal.
9. Intra-agency coordination.
10. Damage assessment.
11. County declarations as necessary.

V. STORM WIND CATEGORIES

Tropical Storm	39 – 73 mph
A. Category 1	74 – 95 mph
B. Category 2	96 – 110 mph
C. Category 3	111 – 129 mph
D. Category 4	130 – 156 mph
E. Category 5	157 + mph

VI. STAFF ASSIGNMENTS**A. Chief Staff**

- | | | |
|----|-------------------------------------|-----------------------------------|
| 1. | Countywide Incident Commander (EOC) | County Manager |
| | Countywide EOC Manager | Fire Chief
Emergency Manager |
| 2. | Countywide Operations | Assistant Chief of Operations |
| 3. | Department Operations | Assistant Chief of Administration |
| 4. | Planning | Fire Captain |
| 5. | Public Information | Assigned by IC |
| 6. | Dispatch Liaison | Assigned by Operations |

B. Field Commanders

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|----|-----------|------------------|
| 1. | North end | Battalion Chiefs |
| 2. | South end | Battalion Chiefs |

C. Support Staff

- | | | |
|----|-------------------|---------------|
| 1. | Maintenance | EOC Logistics |
| 2. | Radio Maintenance | |
| 3. | EOC Support | |

D. Stations to be Staffed

- | | | |
|----|------------|------------------|
| 1. | Station 10 | Astor |
| 2. | Station 11 | Shockley Heights |
| 3. | Station 13 | Paisley |
| 4. | Station 14 | Altoona |
| 5. | Station 15 | Pine Lakes |

6.	Station 20	Dona Vista
7.	Station 21	Lake Norris/Black Bear, Eustis
8.	Station 27	Eustis Airport
9.	Station 39	Sorrento
10.	Station 52	Lady Lake
11.	Station 53	Fruitland Park
12.	Station 54	Harbor Hills, Lady Lake
13.	Station 59	Pennbrooke, Leesburg
14.	Station 71	Bassville Park
15.	Station 72	Grand Island
16.	Station 76	Yalaha
17.	Station 77	Astatula
18.	Station 78	Lake Jem
19.	Station 82	Plantation, Leesburg
20.	Station 83	Ferndale
21.	Station 90	East Clermont
22.	Station 109	South Clermont
23.	Station 110	South Clermont
24.	Station 111	South Groveland
25.	Station 112	Four Corners

VI. FIRE STATION STAFFING ASSIGNMENTS

Alpha Shift**Bravo Shift****VII. ACTIONS****A. Response Initial Actions**

1. The primary and supporting agencies will be committed to reducing the possible threat to life or property in Lake County.
2. All departments will be committed to coordinating the response in the affected disaster area by of the Florida Field Operations Guide (FOG) and NIMS. All responding municipal fire departments shall work under the FOG and/or NIMS while at any disaster or emergency.
3. The Public Safety Director/Fire Chief or designee shall designate a Safety Officer to account for all personnel on the initial response, the times of response, the time spent on tactical objectives, the locations of emergency responders and any other information to ensure accountability and a safe operation while working at the scene.
4. Through the Operations Section, ESF4 will participate in preparing Incident Action Plans for each operational period.

B. Response Continuing Actions

1. The Fire Chief shall keep a record of any maintenance required on any of their vehicles or equipment or damage because of the disaster.
2. All municipal fire departments that will respond to assist in the emergency or disaster shall maintain control of their own personnel by having communication and coordination with the appropriate chain of command - through the Incident Commander in the field and ESF 4 or the Operations Section Chief in the EOC.
3. Once a field unit has completed an assignment, including all necessary paperwork, the unit leader shall notify the EOC, through proper chain of command, that they are available for their next assignment.
4. When units are no longer needed, they will report to the Staging Area. All units released from the Staging Area when all paperwork, etc., has been completed and they are released in coordination with the ESF 4 liaison at the EOC.

5. All field units will be processed through rehab at recommended intervals to see to their personal needs and safety.
6. Upon a request from another ESF through the EOC, Lake County Fire Rescue may assist other ESFs in the disaster.

C. Recovery Initial and Continuing Actions

1. The Incident Commander or Safety Officer will turn the accountability information over to the ESF 4 liaison at the EOC once the disaster or situation has been stabilized. This information will be used for FEMA reimbursement in a declared disaster.
2. A department Chaplain or Critical Incident Stress Management Team member may be called to debrief personnel as needed.
3. All applicable initial and continuing response actions will continue as needed.