



# Solano County Fire Chiefs Association GUIDELINES

<b>Guideline Name:</b>	<b>Mutual Aid</b>
<b>Number:</b>	<b>03</b>
<b>Revision / Reviewed Date:</b>	<b>April 25, 2018</b>

## I. Purpose

The purpose of this policy is to assure minimum performance standards for safety and proper preparation for Solano County firefighters who may respond as mutual aid out-of-county strike team members.

## II. Process

### A. Expectations of All Personnel

1. The individual agency has the responsibility to ensure minimum competencies for out of area mutual aid assignments
2. Agencies will not send or allow any person to respond as a Strike Team member, in any capacity, without assuring that the individual meets the minimum requirements for the position s/he is to fill
3. Agencies will assure that their personnel are equipped with the required "Personal Protective Clothing and Equipment for Firefighters," for structure / wildland firefighting operations before they respond to the rendezvous point
4. There should be some sort of documentation accompanying the apparatus / personnel out of county (examples)
  - a. Red Card
  - b. Letter from Fire Chief "certifying" minimum competencies (could simply be a full roster of the agency signed by the Chief)
5. Out of county mutual aid responses include arduous physical duty so all personnel assigned should be able to physically perform all duties assigned

### B. Engine Company Leader

1. Level 200 certification is under the authority of the individual agency
2. There should be some sort of documentation accompanying the apparatus / personnel out of county (examples)
  - a. Red Card
  - b. Letter from Fire Chief "certifying" minimum competencies (could simply be a full roster of the agency signed by the Chief)

### C. Overhead / Single Resource

1. Level 300 and above follow CICC protocol

### D. Mutual Aid Considerations



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1. All external requests for mutual aid units exiting the County must go through Solano Dispatch.
  - a. This does not include Auto Aid / Mutual Aid agreements with neighboring jurisdictions such as BNC and VLJ have in place with XCC.
  - b. Such agencies can process those requests through their PSAP as per their agreements and do not need to have those requests go through Solano.
  - c. Solano should be notified after filling such requests however.
2. All agencies are responsible to ensure their portion of the Daily RESTAT is up to date and correct
3. Mutual aid requests and dispatching of mutual aid units will be managed in a systematic fashion.
  - a. The request for mutual aid should follow a unified format.
    - 1) State the “type” and “kind” of resource needed.
    - 2) State the amount of resources needed (by type and kind).
    - 3) Give specific roadway directions; give the staging location; who to contact when mutual aid units are on-scene; and radio frequency to use.
  - b. The filling of mutual aid requests should follow a unified format.
    - 1) Dispatch will fill the mutual aid request based upon the matrix of resources. (NOTE: all agencies not dispatched by Solano, automatically transfer the incident to Solano at 3<sup>rd</sup> alarm. Vallejo triggers at 4<sup>th</sup> alarm. Dispatch centers can request an earlier transfer.)
      - a) If the IC’s request deviates from the matrix, Solano Dispatch will request confirmation of the variance.
    - 2) Solano Dispatch will notify the IC when the mutual aid request has been filled.
    - 3) Solano Dispatch will notify the Area Fire and Rescue Coordinator of mutual aid requests or when an incident escalates to a 2<sup>nd</sup> alarm within the County
4. Local resource Strike Teams cannot include any state owned resources. Staging areas are also pre-designated but may change based upon exigent circumstances.



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5. Region II must be notified of any change to status of an OES resource including the unit being pressed into front line status by the hosting agency
6. The local Area Fire and Rescue Coordinator will be advised whenever any OES engine assigned to the Solano area is used for Mutual Aid, local fire response, and training

**Assembly Area: Based upon direction of travel**

West	I-80 across Carquinez bridge	Solano County Fairgrounds
South	Hwy 680	Valero Truck Stop Cordelia (4444 Center Pl Fairfield)
North	Hwy 505	Vacaville Travel Center (151 Crocker Dr.)
East	I-80 toward Sacramento	Dixon Walmart (235 E. Dorset Dr.)
East	Hwy 12 toward Rio Vista	Lira's Parking Lot (609 Hwy 12)
West	Hwy 12 toward Napa	Valero Truck Stop Cordelia (4444 Center Pl Fairfield)

7. Requests for Strike Teams / Task Forces / Single Resources
  - a. Directed from Region II Dispatch Center
  - b. Solano Dispatch will complete the Strike Team / Task Force Dispatch Work Sheet
  - c. Notify the On-Duty OES Fire & Rescue Area Coordinator
  - d. The request is reviewed and approved by the On-Duty Area Coordinator
  - e. Solano Dispatch will request the needed resources directly through the On-Duty Chief of the respective agency(ies) using the daily RESTAT
8. Initial Attack, Code Three
  - a. This mode of response is for counties *adjoining* Solano County only
  - b. Responding units will be directed to rendezvous at the incident only after the On-Duty Fire & Rescue Area Coordinator and responding STL have been notified
9. Special Circumstances
  - a. Exigent circumstances may necessitate modification the above procedures in order to get the needed resources to the appropriate destination in a timely fashion
  - b. The On-Duty Fire & Rescue Area Coordinator shall approve modifications to the above procedure
  - c. Whenever a modification must be made, the Area Coordinator shall report the reasoning for the modification to the Solano County Fire Chiefs' Association.