

# BUTLER COUNTY, KANSAS EMERGENCY OPERATIONS PLAN

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## ESF4-Fire Fighting

### Planning Team

**ESF Coordinator** Butler County Emergency Management

**Primary Agency** Butler County Fire Chiefs Association

**Support Agency**

- Andover Fire Rescue
- Augusta Department of Public Safety
- Butler County GIS
- Butler County Heavy Rescue Squad
- Cowley County FD 2 - Atlanta Fire
- El Dorado Fire Department
- Fire District 10 - Burns
- Fire District 3 - Rose Hill
- Fire District 4 - Cassoday
- Fire District 5 - Rosalia
- Fire District 6 - Latham
- Fire District 7 - Benton
- Fire District 8 - Douglass
- Fire District 9 - Leon
- Potwin Fire Department
- Towanda Fire Department
- Whitewater River Consolidated Fire District

## Purpose

This ESF Annex provides guidance for the organization of Butler County resources to respond to fires resulting in an emergency situation exceeding normal firefighting capabilities. Specifically, it discusses:

- Fire suppression and prevention activities
- Mutual aid and resource augmentation
- Fire command and control structure

Fire prevention and control are daily problems faced by fire service personnel. These problems become more significant during disaster/emergency situations. Several hazards present difficulties with regard to fire protection including extensive fires, wildfires and hazardous material incidents/accidents.

The Butler County Fire Districts, city fire departments and other supporting agencies have existing emergency plans and procedures. ESF #4 is not designed to take the place of these plans, rather it is designed to complement and support the departmental staffing and procedures already in place.

## Scope

This ESF Annex is designed to provide a flexible organizational structure capable of meeting the varied requirements of many emergency scenarios with the potential to require activation of the Butler County Emergency Operations Center (EOC) and implementation of the Butler County Emergency Operations Plan (BCEOP).

ESF #4 is a functional annex to the BCEOP and to the extent possible, information contained in other sections of the EOP will not be repeated in this document.

## Policies

This ESF annex applies to all agencies and organizations with assigned emergency responsibilities as described in the BCEOP.

The ESF #4 Coordinator, the Butler County Fire Chiefs Association and the support agencies are critical members of the EOC Team and will work within the EOC structure described in ESF #5 – Emergency Management.

Butler County Fire Districts, the city fire departments and the fire department within Frontier Refining (El Dorado) train their personnel in the Incident Command System (ICS) and the National Incident Management System (NIMS) to help ensure coordination during emergency situations.

## REFERENCES:

- K.S.A. 12-111, *Fire Fighting Beyond Territorial Limits of the City.*
- K.S.A. 80-1502, *Contracts by Cities.*
- K.S.A. 19-3621, *Mutual Aid Between Fire Service Units*
- Letter dated August 3, 1995 from Ks. State Attorney regarding the Inter local Cooperation Agreements/Fire Protection Mutual Aid/Butler County Fire Districts 1, 3 and 8.
- K.S.A. 12-16, *Rendering Assistance to Other Jurisdictions During Disasters.*
- Butler County Resolution No. 96-017, April 1996, establishing a policy to provide assistance to other counties,

- cities and townships during disasters.
- Fire Service Mutual Aid Agreement, July 15, 1997 (Butler County).
  - Agreement for mutual aid for fire protection between the Secretary of the Air Force and Butler County Fire Districts, February 9, 1984.
  - Butler County Resolution No. 05-51, dated October 2005, establishing the National Incident Management System (NIMS) as the system to be used for planning, responding, recovery and mitigating from both natural and man made disasters within the county.

## Concept of Operations

### General

The Butler County Department of Emergency Management in cooperation with the Butler County Fire Chiefs Association is designated as the coordinator for ESF #4. As ESF coordinator, Emergency Management coordinates meetings, plans, exercises, trainings, and other activities with the private sector and the ESF #4 support agencies.

Fire Fighting resources within Butler County are dispatched by the Butler County Emergency Communications Center. The exceptions to this are Andover Fire/Rescue who is dispatched by the Andover Communications Center, Fire District #2 (Augusta) who is dispatched by the Augusta Department of Public Safety and Whitewater River Consolidated Fire District (Whitewater) who is dispatched by Harvey County Communications. Cowley County Fire District #2 (Atlanta), who covers Clay Township in Butler County, is dispatched by Cowley County Communications. All of these excepted agencies have the ability to communicate on all frequencies utilized by agencies within Butler County and will utilize a frequency assigned by Butler County Emergency Communications if the response area lies outside of their normal areas of operation (i.e. mutual aid response and/or automatic aid response).

A comprehensive resource inventory of county fire department apparatus and equipment is maintained by Butler County Emergency Management.

The Fire Chief of each jurisdiction is responsible for coordination, planning, training and the development of fire fighting operational policy for that jurisdiction. Included is the coordination of fire services during and emergency/disaster occurring within the boundaries of that department's responsibility. Control over personnel and equipment will be retained within the given jurisdiction at all times. Providers of specialized equipment are responsible for ensuring the proper training and certification of equipment operators.

Under NIMS, the Safety Officer assesses hazardous and/or unsafe situations, and either develops measures or ensures compliance with existing policies for assuring personnel safety of responders.

### Organization

Tactical firefighting operations will be controlled by the Incident Commander(s) at the scene(s) ICS structure. The Incident Commander(s) will assess the need for additional resources and request that the EOC deploy assets to support field operations.

Outside firefighting resources will be controlled by the procedures outlined in mutual aid agreements. These agencies will remain under the direct control of the sponsoring agency, but will be assigned by the Incident Commander and/or the EOC to respond as necessary.

The County Emergency Operations Center (EOC) will serve as the central location for inter agency coordination and executive decision-making, including all activities associated with ESF #4.

The ESF #4 team members are critical members of the EOC Team and will work within the EOC structure as described in ESF #5 – Emergency Management.

## **FIRE COVERAGE AREAS**

### **Critical/Specialized Capabilities**

#### A. Rescue

Butler County has a specialized rescue team composed of volunteers from the Butler County EMS Department and fire personnel from Fire Districts 2, 3 and Andover Fire/Rescue. The Rescue Team is trained in auto extrications, high angle rescue, water rescue and terrestrial search and rescue.

#### B. Medical

The majority of fire districts/departments that serve Butler County have medically trained First Responders. These first responders will act as Medical Control and begin initial treatment and triage for eventual transportation to a medical facility by the Butler County EMS department.

#### C. Mass Care

Fire departments/districts serving Butler County can assist with the delivery of non-potable water for critical facilities in the event of a disaster.

#### D. Damage Assessment/Inspections

During the initial stages of a disaster, the fire departments/districts serving Butler County can assist in the preliminary damage assessment. During the recovery phase, fire departments in the cities of El Dorado, Augusta, Andover and Rose Hill can assist in fire safety inspections of post-disaster housing, sheltering, and feeding facilities as required.

#### E. Hazardous Material Incidents/Accidents

Local fire departments are responsible for the initial response and, if possible, containment of hazardous materials. If the scope of the problem is beyond the capabilities of the local fire department, the Incident Commander may call for the response of the County Hazardous Materials Team through the Department of Emergency Management.

The Incident Commander will determine the hazard level of the incident, identification of the material and direct the activities of responders and affected population. Fire departments in Andover, Augusta and Rose Hill have been trained to Operations Level for hazardous materials. All fire department personnel in Butler County are trained to at least the Awareness Level for hazardous materials in accordance with 29 CFR 1910.120. Members of the County Hazardous Material Team (El Dorado Fire Department) are trained and certified to the Operations and Technician Level under the same regulation.

## **Notifications**

The Incident Commander will keep the Emergency Management Department informed of escalating fire situations with the potential to require activation of the County EOC. Once notified, the Emergency Management Director, or designee, will activate the EOC.

Once activated, the Emergency Management Director, or designee, will request that an appropriate Fire Department representative report to the EOC to serve as the ESF #4 Coordinator. As additional EOC staffing needs become apparent, other department and support agency representatives may be asked to report to the EOC.

### Actions

#### **Preparedness**

- Maintain this ESF Annex as well as supporting operating procedures and guidelines.
- Ensure fire personnel receive appropriate emergency operations training.
- Ensure fire mutual aid agreements with surrounding jurisdictions are current.
- Develop and maintain mutual aid agreements with private area resources that could be useful for fire prevention or suppression.
- Develop and maintain standard operating guides and checklists to support emergency firefighting operations.
- Ensure emergency call-up and resource lists are current.
- Ensure the availability of necessary equipment to support firefighting activities.
- Participate in emergency training and exercises.

#### **Response**

- Respond as required on a priority basis.
- Activate mutual aid if needed.
- Coordinate activities with other responding agencies.
- Coordinate outside fire resources.
- Alert or activate off-duty and auxiliary personnel as required by the emergency.
- Conduct other specific response actions as dictated by the situation.

#### **Recovery**

- Support clean up and restoration activities.
- Review plans and procedures with key personnel and make revisions and changes.
- Replenish supplies and repair damaged equipment.
- Continue all activities in coordination with the EOC based on the requirements of the incident.
- Participate in after-action briefings and develop after-action reports.
- Make necessary changes in this ESF Annex and supporting plans and procedures.

#### **Prevention**

- Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
- Develop fire safety programs that include disaster situations and present them to the public.

### Direction and Control

#### **The ESF #4 – Firefighting Coordinator will:**

- Work with the EOC Team to rapidly assess the situation and take appropriate actions to support firefighting activities at the scene(s).
- Deploy fire personnel and equipment to the location(s) of greatest need.
- Assess the need for additional support from outside fire resources and request assistance as needed.
- Coordinate all responding firefighting resources, assess their needs, help them obtain resources and ensure required tasks can be accomplished.
- Serve as liaison with firefighting resources from outside Butler County and if necessary, with State and Federal

- firefighting resources.
- Work with the Coordinators of other closely related ESFs, when activated (particularly, ESF #9 – Search and Rescue and ESF #10 – Oil and Hazardous Materials Response).
  - Work with the Incident Commander(s) to ensure fire personnel deployed to the scene are appropriately outfitted with, and trained to use, personal protective equipment required by the presence of any potentially hazardous materials/substances.
  - Work closely with local law enforcement and the Federal Bureau of Investigation (FBI) regarding credible terrorist threat assessments.
  - In the event of terrorist incident, the FBI will serve as the Lead Agency for criminal investigation and the ESF #13 -- Public Safety and Security Coordinators will work closely with the FBI Joint Operations Center.

## Responsibilities

### All tasked agencies will:

- Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions
- Provide ongoing status reports as requested
- When requested, deploy a representative to the Butler County EOC to assist with ESF #4 activities
- Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement
- Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work in the event that reimbursement from State and Federal government becomes available
- Maintain up-to-date rosters for notifying personnel and 24-hour EOC staffing capabilities
- Perform other emergency responsibilities as assigned
- Assist Emergency Management in augmenting their weather spotter capabilities during severe weather events.
- Communicate warnings in areas of the county without warning devices.

### Public Works

- Provide resources and personnel to support emergency firefighting operations

### Sheriff's Department

- Assist with traffic control and security at the fire scene(s).

### Local Police Departments

- Assist with traffic control and security at the fire scene(s).

## Administration and Support

### Support

Requests for emergency assistance will be resolved at the lowest level direction and control facility with appropriate

response resources capabilities. Unresolved assistance requests will normally flow upward from cities to the county, and/or field deployed command posts to responsible representatives in the State Emergency Operations Center (SEOC), and as required to other states or the federal government for assistance support.

### **Agreements and Understandings**

All agreements and understandings entered into for the purchase, lease, or otherwise use of equipment and services, will be in accordance with the provision of laws and procedures.

The Proclamation of a Local Disaster Emergency issued by the Board of County Commissioners or a State Disaster by the Governor may suspend selected rules and regulations that affect support operations. The primary agency will determine the specific impact of the situation and inform the ESF group members.

### **Status Reports**

The primary agency will maintain status of all outstanding assistance requests and unresolved ESF-related issues. This information will be summarized into periodic status reports and submitted in accordance with applicable operating procedures.

### **Expenditures and Recordkeeping**

Each ESF agency is responsible for establishing administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for federal reimbursement in accordance with the established guidelines.

The first source of funds for expenditures by agencies in response to an emergency, imminent disaster, or recovery from a catastrophic incident, is to be from local funds from each department or the General Fund.

### **Critiques**

Following the conclusion of any significant emergency event/incident or exercise, the primary agency representative will conduct a critique of the group activities during the event/incident/exercise.

Support agencies will provide written and/or oral inputs for this critique and the primary agency representative will consolidate all inputs into a final report and submit it to the Butler County Emergency Management Director.

## **Attachments**

- Map of fire service providers and coverage

[MAP](#)

- List of firefighting resources

[RESOURCES](#)

- Actions by Timeframe

[LINK TO CHECKLIST](#)