



POLICY MANUAL

Emergency Operations - Staffing

Mutual Aid/Strike Team Responses

Revised: 06-29-07

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Code: 1 – 3 – 5

Book Chapter Subject

5.0 Purpose: To develop a response plan to provide available resources to other jurisdictions as part of the California Fire Services and Rescue Emergency Mutual Aid System and California Master Mutual Aid System.

5.01 Scope: All Emergency Response Personnel.

5.02 **STAFFING**

Staffing levels for **Local Government Engine** requests shall consist of the following:

Type 1 (A) Strike Team Requests shall require a staffing level of four (4):

Fire Captain
Fire Engineer
(2) Firefighters

Type 2 (B) Strike Team Requests shall require a staffing level of three (3):

Fire Captain
Fire Engineer
(1) Firefighter

Staffing levels for **OES Apparatus** requests shall consist of the following:

Fire Captain
Fire Engineer
(2) Firefighter (Can go with only (1) FF if necessary)

The OES Engine shall not be used to fill “Local Government Resource Requests” unless approved by the OES Region Chief.

Strike Team Leader - Shall be a qualified Chief Officer. Strike Team Leader requests shall be filled on a rotating basis between qualified Chief Officers. See Section 5.10.

Strike Team Leader Trainee -STEN (T) - Shall be a CICC certified Chief Officer or Fire Captain. Certified Chief Officers will be given the first opportunity to respond as a Strike Team Leader Trainee – STEN (T). Permission to take a STEN (T) must be received from the Operational Area Coordination Center or the requesting agency Chief Officer. Name of the individual granting permission shall be noted. When more than one qualified Captain is available, determination shall be made based on the member’s position on the over-time list.



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5.03 IMMEDIATE NEED RESPONSE

Immediate need response is defined as: Response to an emergency incident when the Strike Team is needed for the current operational period, or as ordered by the requesting agency. This response shall normally be Code 3 unless directed otherwise and the apparatus should respond within (10) minutes of the request. On duty staffing will be used to fill the request. The recall of off-duty members to staff vacancies created by the Strike Team assignment shall be normally accomplished utilizing the “Ten-Minute Window” procedure as directed by the Duty Chief. Upon request, relief will be provided for the initial responders within 24 hours.

5.04 PLANNED NEED RESPONSE

Planned need response is defined as: Response to an emergency incident when the Strike Team is needed for the next or subsequent operational period, or as ordered by the requesting agency. This response shall normally be Code 2 unless directed otherwise and the apparatus should respond within (60) minutes of the request.

Staffing can be assembled from on-duty or off-duty members as follows:

1. Volunteers according to the overtime list and daily staffing.
2. When staffing requirements are not met with volunteers, the “In-The-Barrel” policy shall be used.

The Duty Chief shall be responsible to coordinate apparatus movement to replace unit(s) assigned.

The recall of off-duty members to staff vacancies created by the Strike Team assignment shall be normally accomplished utilizing the “Ten-Minute Window” procedure as directed by the Duty Chief.

5.05 TYPES OF MUTUAL AID REQUESTS

There are a number of different types of mutual aid requests. The following are the most common types of requests.

- a. California Master Mutual Aid (CMMA)
- b. California Fire Assistance (CFA)
- c. Fire Management Augmentation Grant (FMAG)



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5.06 MUTUAL THREAT ZONE

A Mutual Threat Zone (MTZ) is a geographic area between two or more jurisdictions where a fire or other hazard could pose a threat to either jurisdiction. For purposes of this policy the Mutual Threat Zone is defined as any area: (Working Clockwise)

- a. West Boundary: Willow north to Friant Road
- b. North Boundary: Millerton Road to Fwy 168/Tollhouse Road
- c. East Boundary: Academy Road from Fwy 168 to Shields
- d. South Boundary: Shields to Temperance, north to City limits.

[See MTZ Map.](#)

5.07 IMMEDIATE NEED RESPONSE – WITHIN THE MUTUAL THREAT ZONE

The Department shall attempt to honor mutual aid requests within this area.

Immediate need responses within the Mutual Threat Zone shall be staffed and responded by on-duty personnel as assigned when the request is received.

5.08 IMMEDIATE/PLANNED NEED RESPONSE – OUTSIDE THE MTZ BUT WITHIN REGION V

The Department shall attempt to honor mutual aid requests outside the MTZ but within Region V.

Immediate need responses outside the Mutual Threat Zone but within Region V shall be staffed according to Section 5.03. The Duty Chief will assign the appropriate apparatus to send and be responsible to coordinate apparatus movement to replace unit(s) being sent out.

The recall of off-duty members to staff vacancies created by the out of city assignment shall normally be accomplished utilizing the “Ten-Minute Window” procedure as directed by the Duty Chief.

5.09 IMMEDIATE/PLANNED NEED RESPONSE – OUTSIDE REGION V

The Department shall attempt to honor the following types of mutual aid requests outside Region V:

OES – Okay for OES Engine



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- CFA – Okay
- FMAG Confirmed – Okay
- FMAG Pending – Only with Fire Chief Approval
- CMMA – Only with Fire Chief Approval

Immediate/Planned need responses outside Region V shall be staffed according to Section 5.04. The Duty Chief will assign the appropriate apparatus to send and be responsible to coordinate apparatus movement to replace unit(s) being sent out.

The recall of off-duty members to staff vacancies created by the out of city assignment shall normally be accomplished utilizing the “Ten-Minute Window” procedure as directed by the Duty Chief.

5.10 **STRIKE TEAM LEADER/OVERHEAD ASSIGNMENT REQUEST PROCEDURE**

This procedure shall guide the selection of qualified members to fill requests for Strike Team Leader, Incident Management Team, and other Overhead assignments.

Requests for mutual aid assignments shall be filled with qualified members on an equal rotation basis affording each the opportunity to accept or decline the assignment. Only upon direction of the Fire Chief shall a qualified member be ordered to respond.

Procedure:

The rotation list shall be maintained in the Duty Chief Information Book kept in the care of the on-duty Chief Officer. When an assignment is received, the Duty Chief shall proceed as follows:

1. Upon notification of the assignment, contact the Fresno County Emergency Command Center and obtain the following information:
 - a. What type request is it?
 - i. Master Mutual Aid, CFA, FMAG, Other.
 - b. Order and request number, and assignment type; i.e., STEN or Overhead
 - c. Determine if the assignment is within the MTZ, in Region V or outside Region V.
 - d. Immediate need or planned need.
 - e. Reporting location and rendezvous point.
 - f. Incident contact and frequency.
 - g. Resources assigned.
2. If the request is for a Strike Team Leader assignment within the Mutual Threat Zone the request shall be filled by the Duty Chief as soon as a provision is made for city coverage.



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Exception:

If the Duty Chief is not qualified, the next available qualified member according to the Strike Team Leader rotation list shall be contacted for the assignment.

3. If the assignment is outside the MTZ, regardless of Immediate or Planned Need, the assignment shall be done using the Strike Team Leader rotation list.

5.11 **RELIEF CREWS**

Normally relief will not occur more often than every six (6) days and may be longer depending on the location and the fatigue of crew assigned.

5.12 **QUALIFICATIONS**

All personnel who respond on Strike Team assignments shall have Wildland Safety and Survival Training.

Strike Team Leader (STEN) - Shall meet the following requirements:

1. Shall be a Chief Officer.
2. Meet all qualifications as outlined in National Interagency Incident Management System – Wildland Fire Qualification System Guide PMS 310-1.
3. Be qualified by the Operational Area CICCIS committee.

Strike Team Leader-Trainee - Shall meet the following requirements:

1. Shall be a Chief Officer or Captain.
2. Completion of I-330 Strike Team Leader.
3. Completion of I-200 Incident Command System.
4. Completion of S190 Introduction to Wildland Fire Behavior
5. Be certified by the Operational Area CICCIS committee.
6. Receive a Position Task Book from the Training Division.

5.13 **STRIKE TEAM MEMBERS ENTERING PRIVATE RESIDENCES**

At times during structure protection assignments, fire personnel may need to consider entering unoccupied and/or evacuated dwellings. The following guidelines must be applied by Strike Team/Task Force Leaders to fire crews working on these assignments:

- The Strike Team/Task Force Leader has been given permission by the property owner to enter the structure. That permission and the owner's contact information must be documented on the ICS 214.
- The dwelling is in imminent danger from an approaching fire and entry is warranted to conduct appropriate protective measures; i.e., closing windows, removing flammable curtains, closing doors, etc.



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- The crew must take refuge inside dwelling to retreat from the fire.

It is expected that all fire personnel granted permission to enter a dwelling will treat the property with due respect and conduct themselves in a professional manner. Failure to adhere to these basic concepts in the past has resulted in legal action.

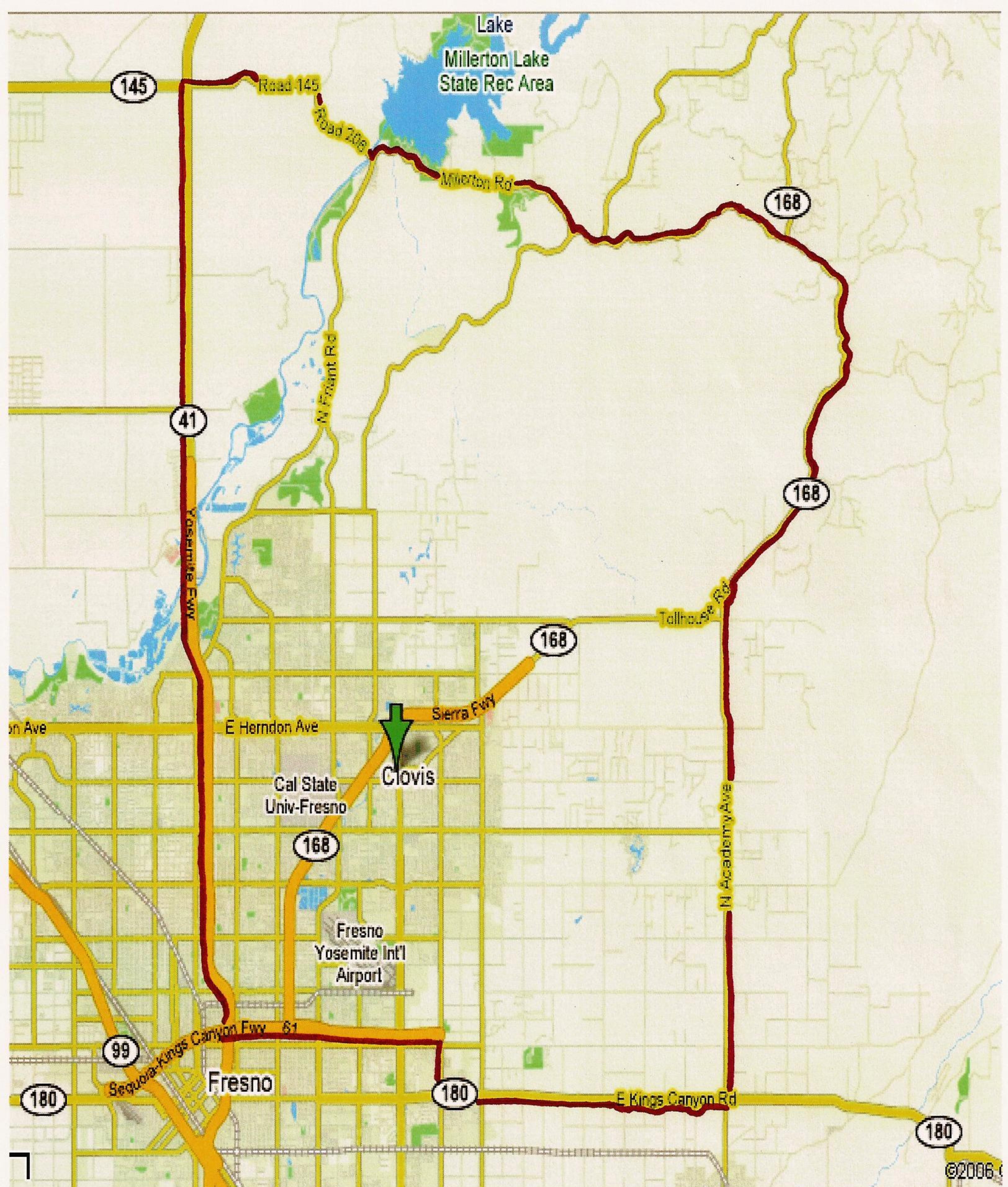
All entries into any dwelling must be recorded on the Company and Strike Team/Task Force Leader Unit Log (ICS 214) and reported to the Division/Group Supervisor as soon as operationally feasible.

We have an obligation to the citizens we protect to respect their property and to maintain the Public Trust we have earned.

5.14 **STRIKE TEAM EQUIPMENT**

Each responding apparatus shall maintain the appropriate amount and type of equipment necessary to safely meet the objectives of the assignment.

Attachments: [MTZ Map](#)
[OES Region Map](#)
[Strike Team Request Flow Chart](#)
[Strike Team Request Flow Chart OES](#)

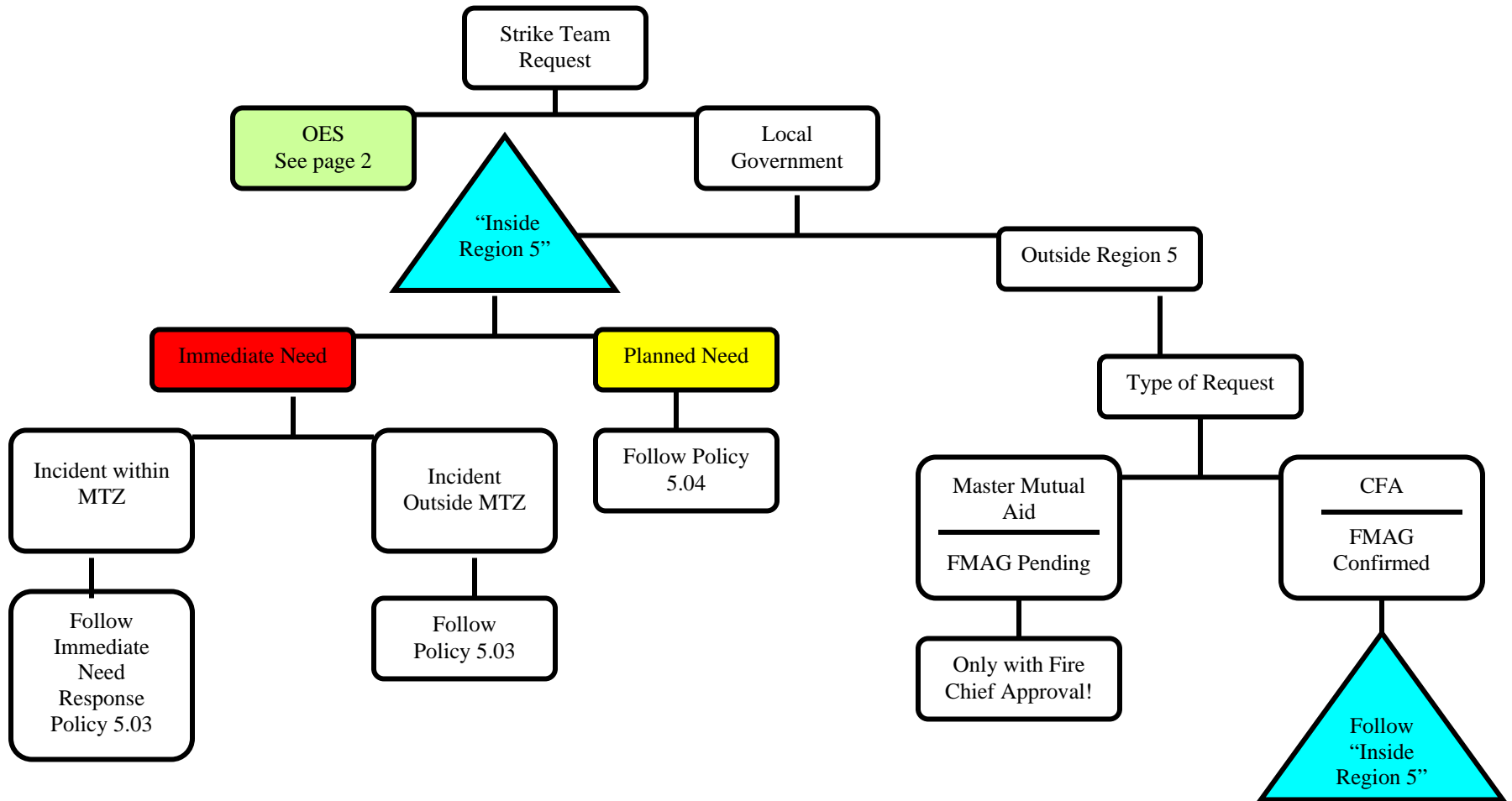


MUTUAL THREAT ZONE

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Strike Team Request Flow Chart Local Government



Strike Team Request Flow Chart

OES

