

Emergency Support Function 4  
Firefighting

**ESF Coordinator**

---

Grays Harbor County Division of Emergency Management

**Primary Agency**

---

Grays Harbor County Municipal Fire Departments and Fire Districts

**Support Agencies**

---

Grays Harbor County (all departments)

Municipalities (all departments)

Grays Harbor Communications E 911 Center (E911)

Port of Grays Harbor

Grays Harbor Community Hospital

Mark Reed Hospital

Grays Harbor Emergency Medical Services and Trauma Council

WA State Department of Natural Resources (DNR)

Office of the State Fire Marshall - Washington State Patrol

WA State Department of Transportation (WSDOT)

Washington National Guard

WA State Parks

US Coast Guard

US Forest Service (USFS)

Federal Bureau of Alcohol, Tobacco, and Firearms

American Red Cross

---

## I. INTRODUCTION

### A. Purpose

Emergency Support Function 4 Firefighting (ESF#4) provides an organizational framework that supports detection and suppression of wildland, rural, and urban fires resulting from, or occurring coincidentally with, an emergency or disaster of countywide significance.

### B. Scope

ESF #4 addresses the management and coordination of public fire and life safety services in cooperation with the fire departments and districts in Grays Harbor County.

## II. POLICIES

- A. Priority is given to firefighter safety, public safety, and protecting property and environment, in that order.
- B. During emergencies, local fire agencies mobilize all available apparatus and personnel required to mitigate the situation.
- C. Mutual Aid Agreements are activated when additional resources are necessary.
- D. Mutual aid and local resources must be nearly exhausted before requesting regional or state fire mobilization assistance.
- E. Each local, state, or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made. Fire protection agencies should not incur costs in jurisdictions outside of their area without reimbursement unless there is a local mutual aid agreement between those jurisdictions. It is essential that the issue of financial limitation be clarified through proper channels for efficient delivery of fire services.
- F. Coordination with and support of state and local fire suppression organizations is accomplished through the State Fire Defense Board-DNR, in cooperation with the State Fire Marshal, Washington Emergency Management Division (EMD), or other appropriate fire suppression organizations operating under National Incident Management System (NIMS)/Incident Command System (ICS).

- G. Primary and support agencies will ensure that a continuity of operations plan is in place to maintain essential services.
- H. Primary and support agencies will participate in drills and exercises to test existing plans and procedures.
- I. All Grays Harbor County and municipal agencies will maintain at the Emergency Operation Center (EOC) up-to-date contact lists on essential personnel and NIMS compliant resource typing information on their equipment.
- J. Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.
- K. It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange, extent of actual capabilities and resources are available at the time of the incident.

### III. CONCEPT OF OPERATIONS

#### A. General

1. On-scene fire related operations within Grays Harbor County are managed by concepts of ICS.
2. Fire Service mutual-aid agreements provide for additional local personnel and resources in the event individual county jurisdictions are unable to contain a given situation with existing resources and personnel.
3. Each agency assisting under the mutual-aid agreement retains its own autonomy, with overall direction provided by the Incident Commander.
4. When an emergency goes beyond local mutual aid, the EOC may be advised to coordinate additional logistical support.
5. An activated EOC provides support in coordinating resources under a unified command when prioritization becomes necessary.
6. Fire agencies may request activation of other resources. Requests for and coordination of resources will be made through the EOC.
7. The responsibilities of fire agencies for emergency medical services are defined in ESF #8 Public Health and Medical Services.

8. The communication capabilities of fire agencies are defined in ESF #2 Communications.
9. When the emergency exceeds the regional response effort, the Washington State Fire Mobilization Plan shall be used to obtain additional resources.
10. The DNR and USFS are responsible for wildland fires. Individual fire districts may have separate working agreements with DNR and USFS.
11. Fire Service agencies provide limited response to hazardous materials incidents. The response is in a defensive manner and commensurate with the level of training.

B. Organization

1. Each fire agency is an independent agency reporting to elected representatives. Within each agency is an identified chain of command that oversees the operational portion of the agency.
2. In the event of an emergency or disaster that results in the activation of the EOC, the concepts of NIMS/ICS are used.
3. The Grays Harbor Fire Chiefs Association will attempt to provide a fire representative to fulfill fire coordination responsibilities to ICS.

4. The communications link between Incident Command and the EOC is E 911.

C. Procedures

1. The public or another agency that needs assistance from a fire agency places a call to the dispatcher at E911. The dispatcher will determine the type and location of the emergency and then dispatch the appropriate agency through an audible tone followed by a voice transmission. While the tone emits, the dispatcher may take additional information from the caller to share with the agency. The fire agency's siren may also be remotely activated.
2. If the public alerts the fire agency directly of an emergency, the fire agency will immediately report the incident to E911 before dispatching aid.
3. If E911 receives a request through Incident Command for additional aid and finds that resources are exhausted, E911 will inform Incident Command that county aid is exhausted. Incident Command will request mobilization. E 911 will inform Capital Communications (CAPCOM) of the situation to begin processing for State Mobilization and also notify the Grays Harbor Fire Chiefs Association Fire Coordinator and the Grays Harbor Division of Emergency Services (DEM).

D. Phases of Emergency Management

1. Mitigation and Preparedness Activities
  - a. Maintain response equipment in response ready condition.
  - b. When resources allow, conduct fire safety inspections and public education on how to reduce fire potential.
  - c. Work to ensure compliance with the International Fire Code and the International Building Code.
  - d. Support or help establish local codes and ordinances that help reduce the threat of major conflagrations, such as restrictions on combustible roofing materials.
  - e. Continue to train and utilize NIMS/ICS and other operational procedures to effect full utilization of resources.
  - f. Maintain current inventory of resources and typing according to NIMS resource standards and report to DEM and E911.
  - g. Participate in local mutual aid agreements.
  - h. Encourage participation in the State Fire Mobilization Plan.
  - i. Support the efforts of the Region 2 Fire Council.

- j. Participate in interagency disaster response training and exercises.
  - k. Maintain activation and alerting procedures and ensure that all personnel are trained at an appropriate level.
  - l. When resources and authority allow, provide fire prevention and mitigation activities and enforce ordinances that relate to life safety and hazardous materials.
  - m. Develop and maintain emergency and disaster response policies, plans, and guidelines/procedures.
2. Response Activities
- a. Fire Service Agencies
    - i. Provide for life safety, incident stabilization, and property conservation.
    - ii. Assist with the dissemination of warnings.
    - iii. Provide Urban Search & Rescue and support.
    - iv. Coordinate requests for mutual aid through E911.
    - v. Coordinate requests for outside resources through CAPCOM.

- vi. Provide traffic control and evacuation support as needed.
  - vii. Respond to Hazardous Material incidents per ESF #10.
  - viii. Provide emergency medical and transportation services.
  - ix. Conduct damage assessments and report to EOC.
  - x. Grays Harbor County Fire Resource Representative coordinates Fire Mobilization resources, as appropriate.
  - xi. Conduct cause and/or origin of fire investigations.
  - xii. Provide temporary power and emergency lighting at emergency scenes as able.
- b. Division of Emergency Management
- i. Activate EOC in support of fire operations, as appropriate
  - ii. Obtain state mission number for event.
  - iii. Provide support and assistance to Incident Command.

- iv. Assist in warning the public of evacuation, traffic routing, and shelter in-place.
- c. Law Enforcement Agencies
  - i. Provide traffic and crowd control.
  - ii. Provide for scene security.
  - iii. Provide investigative services, as necessary.
  - iv. Assist in Urban Search & Rescue as necessary.
  - v. Participate in ICS.
- d. Public Works Agencies
  - i. Provide traffic control support.
  - ii. Provide heavy equipment, as appropriate.
  - iii. Assist in water resource management upon request.
  - iv. Participate in ICS.
- 4. Recovery Activities
  - a. Fire Service Agencies
    - i. Investigate cause and/or origin of fire.
    - ii. Plan and implement demobilization of resources.

- iii. Reactivate stations for normal operations.
  - iv. Return apparatus and equipment to regularly assigned locations.
  - v. Assist the public in recovery operations as resources allow.
  - vi. Prepare and submit proper documentation (National Incident Fire Report).
  - vii. Prepare invoice billing for cost recovery and report to EOC, if appropriate.
  - viii. Submit reports to elected official and State Fire Marshal.
- b. Division of Emergency Management
- i. Act as liaison between local fire agencies and state or federal damage assessment teams, as appropriate.
  - ii. Coordinate information with Washington Emergency Management Division.
  - iii. Demobilize EOC when appropriate (Refer to ESF #5).
- c. Law Enforcement Agencies
- i. Assist with fire investigations.

- ii. Demobilize and place units back in service to be response ready.

#### IV. RESPONSIBILITIES

##### A. Primary Agencies

##### 1. Fire Services

- a. Develop and review agency Standard Operating Procedures, resource inventories, and other operational plans.
- b. Assure that all personnel are trained in fire suppression and other fire related activities.
- c. Ensure the ability to mobilize personnel and equipment for fire protection and other related services (such as medical support) as provided in the department's plans and procedures and through the toning capabilities of the dispatch center.
- d. Direct emergency operations utilizing NIMS/ICS within the respective political subdivisions, as appropriate.
- e. Work within the guidelines of the Grays Harbor County fire mutual aid agreement.
- f. Maintain the overall responsibility and authority to coordinate emergency fire operations within the respective jurisdiction.
- g. On-scene fire management will follow the concepts of

## NIMS/ICS.

- h. If the fire originates on unprotected lands, the first arriving agency will assume command until protected lands are determined threatened. Once the threat is determined, the responsible protection agency will assume command.
- i. Local Law Enforcement will assist Fire Service operations with crowd and traffic control and evacuation of endangered population areas as necessary.
- j. Participate in the Regional and State Fire Mobilization Plan, if available.
- k. Document expenditures for auditing and reimbursement purposes and report to the EOC if appropriate.
- l. Provide specialized support functions, resources, or emergency personnel as agreed upon, contracted for, or provided for in mutual aid agreements.
- m. Report to designated staging areas as directed for assignment.
- n. Provide fire prevention and suppression activities within the respective jurisdiction.
- o. Provide for light duty search and rescue operations

within department capabilities.

- p. Provide emergency medical treatment to victims at the scene, within level of training.
- q. Provide a limited defensive capability for hazardous material incidents.
- r. Assist in warning in areas affected by disaster.
- s. Assist in evacuation of areas affected by disaster.
- t. Provide assistance in damage assessment and reporting.

## B. Support Agencies

- 1. Grays Harbor County Emergency Management
  - a. Maintain awareness of the local mutual aid agreements.
  - b. Activate the EOC when appropriate.
  - c. Provide alert and warning to persons in the affected area through the Telephonic Warning System as requested.
- 2. Law Enforcement Agencies
  - a. Provide traffic and crowd control.
  - b. Provide area security.

- c. Participate in ICS as appropriate.
  - d. Direct evacuation.
  - e. Provide investigative services as needed.
  - f. Provide resources and services as requested.
3. Public Works Agencies
- a. Provide support for traffic control.
  - b. Assist with identifying evacuation routes.
  - c. Maintain and augment water supply as needed.
  - d. Provide resources and services as requested.
4. The Chair of the Fire Chiefs Association or designee
- a. Act as Fire Services Coordinator for the County.
  - b. Act as the Point of Contact for Grays Harbor County in the activation of the State Fire Mobilization Plan.
  - c. Act as liaison between Grays Harbor County fire services and Region 2 of the State Fire Chiefs Association.
  - d. Determine updates of the countywide mutual aid agreement, as needed.

**V. ATTACHMENTS**

- A. Central Region Mobilization Plan
- B. Mutual Aid Assistance Agreements
- C. Typed Resource Definitions for Fire and Hazardous Materials  
Resources, July 2005