

**EMERGENCY SUPPORT FUNCTION #4  
FIRE SERVICES**

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**ESF COORDINATOR:** Fire Chief

**LEAD AGENCY:** Fire Department

**SUPPORT AGENCIES:** Police Department  
Public Works Department  
Mutual Aid Fire Departments  
Zone 1 Emergency Coordinator  
King County Emergency Coordination Center  
Office of Fire Marshall, WSP  
Washington State Emergency Management Division  
Federal Emergency Management Agency

**I. INTRODUCTION**

**A. Purpose**

This document is designed to provide guidance to qualified personnel for activities including; firefighting, rescue, and emergency medical services and to effectively coordinate fire response resources within the City of Snoqualmie (City).

**B. Scope**

1. Fire

This ESF addresses all firefighting activities including the detection and suppression of fires for:

- a. City urban and rural fires
- b. Wildland fires in mutual aid communities and/or state call-out
- c. Mutual aid fire mobilization
- d. Regional and state fire mobilization
- e. Fires occurring separately or coincidentally with a significant natural or technological disaster
- f. Initial damage assessment
- g. Technical rescue

- h. Hazardous material event recognition and identification, incident command, and operations level support (See ESF #10 Hazardous Materials Response)

The scope of this section will not attempt to address details regarding mutual aid and regional fire mobilization responsibilities and procedures that are contained in other documents.

2. Emergency Medical Services (EMS)

This ESF addresses services for:

- a. Basic Life Support (BLS)
  - b. Advanced Life Support (ALS)
3. EMS for mass casualty incidents (MCI) and disasters are addressed in ESF # 8 Public Health and Medical Services.

**C. Situation**

- 1. The management of a large firefighting operation is complex, often involving dozens of firefighting resources. Fire resulting from, or independent of, but occurring coincidentally with, a public emergency may place extraordinary demands on available resources and logistics support systems.
- 2. A public emergency may result in numerous urban fires. The damage potential from fires in urban areas during and after a public emergency exceeds that of all other causes. Fires may have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life and property. Available firefighting resources may be difficult to obtain and utilize because of massive disruption of communication, transportation, utility, and water systems.

**D. Assumptions**

- 1. Urban fires may result from a natural disaster. They also may occur as the result of another significant event. Large, damaging fires may be common after an earthquake.
- 2. At the time of a public emergency, there may be fires burning in multiple locations in the City. These fires will draw upon the same resources (engines or other tactical and support resources) that would be needed to support firefighting and other emergency operations. It must be assumed that some firefighting resources will become scarce, resulting in the public emergency-related firefighting operations competing for resources.
- 3. The 800 MHz radio communication may be interrupted in certain

situations.

4. Bridge failures, traffic, landslides, damaged road systems, air traffic restrictions, and so forth, may hamper access, making conventional travel to the fire location extremely difficult or impossible.
5. A public emergency within or adjacent to the City has the potential to cause loss of life, property, and/or disruption of normal life support.
6. In widespread disaster situations, mutual aid firefighting resources that are typically utilized on a daily basis will most likely be unavailable to assist when they are most needed.

#### **E. Policies**

1. All activities within ESF #4 – Fire Services will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).
2. As a signatory of the King County Regional Disaster Framework and through local mutual aid agreements, the City will make resources available to other jurisdictions through the Zone 1 Emergency Coordinator (Z1 EC), King County Emergency Coordination Center (KC ECC), and WAMAS whenever possible.
3. During emergency situations, the City’s Fire Department (FD) will mobilize all available apparatus and personnel required to respond to the situation.
4. Priority shall be given to life safety, property conservation, and environmental conservation, in that order.
5. The FD will provide Basic Life Support (BLS) and coordinate Advanced Life Support (ALS).
6. All mutual aid fire and emergency medical responders who provide emergency medical assistance in the City will operate under the direction of the FD.
7. The Washington State Fire Mobilization Plan establishes mutual aid within the State. Requests for assistance are coordinated through the Fire Marshal’s Office within the Washington State Patrol and monitored by the Washington State Emergency Operations Center (SEOC).
8. Medical response for multiple casualty incidents or large numbers of casualties will be provided through the King County Mass Casualty Incident Plan. (See ESF #8 Appendixes for a copy of this plan)
9. All requests for assistance will be submitted to and coordinated through Z1 EC, KC ECC and WA EMD.

## II. CONCEPT OF OPERATIONS

### A. General

1. The Incident Command System (ICS) will be used for all field operations.
2. At least one incident command post will be established for the coordination of field operations. The unified command structure will be used when multiple departments/agencies are responding to an event or affect multiple jurisdictions.
3. The Incident Commander (IC) will provide regular status reports to the City's Emergency Operations Center (EOC).
4. The FD provides fire protection and emergency medical services by contract to the Echo Glen Children's Center. Coordination with this facility during major emergencies and disasters will be coordinated through the City's Emergency Operations Center. Washington State maintains jurisdiction for this facility and will provide support during a hazardous materials incident.
5. Communications will be through established channels. The primary mode of emergency communications would take place on the 800 MHz radio communications system. Secondary communication systems would be the VHF radio system, SECAST, cellular and normal telephones.
6. Fire Zones and Mutual Aid
  - a. King County is divided into three (3) Fire Zones. The City is located within Fire Zone 1. The King County Fire Resources Plan (separately published document) provides for the coordination of countywide fire resources during localized emergencies.
  - b. The FD has mutual aid agreements (MAA) with numerous agencies throughout King County. Assistance may be requested through existing mutual aid agreements when local resources are inadequate, as outlined in RCW 39.34.030.
  - c. In situations when local mutual aid is not available, or has been exhausted, the provisions for regional/state fire mobilization apply and the City may request assistance through Z1 Fire Resources Coordinator, Washington State Patrol, Z1 EC, KC ECC and/or the WA EMD. All requests from the City will be coordinated through the EOC.
  - d. The King County Fire Service Coordinator will coordinate the distribution of incoming fire resources in major emergencies involving areas greater than a single Fire Zone. Coordination for Zone 1 activities shall be through the King County Zone

- Coordinator and the KC ECC. Communications for this coordination will normally be between the EOC and KC ECC.
- e. The Emergency Management Assistance Compact (EMAC) has been established with multiple states. Requests for assistance from EMAC states will be coordinated by the WA EMD. Requests will be made through the EOC to either the Z1 EC, KC ECC, or directly to WA EMD.
  - f. 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 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 official channels for efficient execution of fire support.
  - g. Efficient and effective mutual aid among the local, county, state, and federal fire agencies require the use of the ICS in accordance with the NIMS together with compatible firefighting equipment and communications.
7. The primary objective of EMS in an emergency/disaster is to ensure that basic and advanced life support systems are organized and coordinated to provide prompt, adequate, and continuous emergency care to disaster victims. These will include, but are not limited to:
- a. Identification and coordination of medical resources
  - b. Identification of potential sites and support staff for temporary emergency clinics
  - c. Emergency care at shelters and congregate care facilities
  - d. Coordination of medical transportation resources
8. Local Mass Casualty plans will detail operational concepts and responsibilities so that the EMS system existing in the area will be capable of providing mass casualty emergency medical services during an emergency/disaster. (See ESF #8 Public Health and Medical Services)
9. The provision of Basic and Advanced Life Support services shall be provided in accordance with FD procedures. Mutual aid between and among emergency medical service providers will be utilized to make maximum efficient use of existing local, regional, or inter-regional assets, resources and services. Response requirements may exceed the capabilities of the local EMS system and may be augmented by services and assets provided under mutual aid, if available.

**B. Organization**

1. The City's FD is the lead agency for the coordination of all fire and emergency medical service activities within the City.

The Fire Department has one Fire Station located at:

Station #281

37600 SE Snoqualmie Pkwy

Snoqualmie, WA 98065

2. The Fire Chief or his/her designee shall provide direction and control over department resources and coordination with the EOC.
3. On-scene management of emergencies will utilize the ICS in accordance with the NIMS and NRP.
4. Fire and EMS personnel shall operate according to specific directives, department standard operating procedures (SOPs), and by exercising reasonable personal judgment when unusual or unanticipated situations arise and command guidance is not available.
5. The notification method used to mobilize off-duty personnel shall be by telephone, pager, text messaging, or Active911 dispatching, whenever possible.
6. The FD will work in coordination with other city departments and outside agencies.

**C. Actions**

**1. Preparedness**

- a. Conduct planning with regional Fire Services and other emergency support functions to refine fire service operations,
- b. Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization,
- c. Provide information necessary for implementation of the responsibilities of the lead agency,
- d. Maintain a list of firefighting assets that can be deployed during an emergency; refer to the NIMS Resource Typing in organizing these resources,
- e. Assign and schedule sufficient personnel to implement firefighting tasks for an extended period of time,
- f. Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security,

- g. Ensure lead-agency personnel are trained in their responsibilities and duties,
- h. Develop and implement emergency response and firefighting strategies,
- i. Develop and present training courses for firefighting personnel, and maintain liaison with support agencies, and
- j. Conduct All Hazards exercises involving firefighting.

**2. Response**

- a. Coordinate operations in the City's EOC and/or at other locations as required by assigning a Fire representative,
- b. Coordinate needs and response actions with each fire station,
- c. Establish and maintain of a system to support on-scene,
- d. Direct/control and coordinate with the EOC, King County ECC, State EOC, or other coordination entities as appropriate,
- e. Establish mutual aid procedures for the following resources; fire suppression, interoperable communications and others as appropriate,
- f. Coordinate with support agencies to develop, prioritize and implement strategies for the initial response to EOC requests,
- g. Establish communications with appropriate field personnel to ensure readiness for timely response,
- h. Implement Disaster Assessment Teams to determine post-event effect on emergency services, functional group resources and the ability to perform Continuity of Operations for essential functions,
- i. Monitor and direct firefighting resources and responses activities to include pre-positioning for response/ relocation due to the potential impact(s) of the emergency situation,
- j. Participate in EOC briefings, development of Incident Action Plans and Situation Reports, and meetings,
- k. Coordinate with support agencies, as needed, to support emergency activities,
- l. Obtain other resources through the Statewide Fire Mobilization and/or the King County Regional Disaster Framework as a signatory of it. Non-fire resources like dispatchers or EOC staff can also be requested under the Washington State Mutual Aid System (WAMAS), and
- m. Coordinate with other jurisdictions to obtain resources and facilitate an effective emergency response among all participating agencies.

**3. Recovery**

The City Administrator may appoint a Recovery Coordinator to manage the City's recovery process and a Recovery Task Force made up of City staff and representatives from key organizations and community groups who have a vested interest in the community's recovery to assist in the recovery process and advise on matters related to recovery. The Recovery Task Force will be dynamic in nature, with involved personnel changing as projects and needs change. The duty



of Recovery Coordinator may also be assigned to varying personnel as needed and appropriate. The Public Works Director, who may also be assigned as the Recovery Coordinator, will advise on all things that pertain to the public works function.

4. **Mitigation**

Mitigation activities for this ESF are covered in the City of Snoqualmie Hazard Mitigation Plan.

**III. RESPONSIBILITIES**

**A. Lead Agency**

**1. Fire Department**

- a. Provide leadership in directing, coordinating and integrating overall jurisdictional efforts to provide fire service assistance to affected areas and populations.
- b. Coordinate and direct the activation and deployment of urban and suburban fire agencies' personnel, supplies and equipment and provide certain direct resources.
- c. Utilize the ICS for all emergency/disaster response activities in accordance with the NIMS and NRF.
- d. Provide fire suppression and control, and immediate life safety services within the City and fire-service contract areas.
- e. Maintain a list of resources, which includes apparatus, equipment, personnel and supply sources.
- f. Implement the King County Fire Resource Plan when appropriate. (Separately published document)
- g. Develop departmental standard operating procedures (SOPs) for use during major emergencies and disasters.
- h. Provide regular status reports and information regarding operational and resource needs to the EOC.
- i. Provide a representative to the EOC to assist in the prioritization and coordination of citywide response efforts as well as regional coordination with the Z1 EC and/or KC ECC, when appropriate.
- j. The alert system utilized to mobilize Fire Department personnel shall be the call-out system used at NORCOM. As communication systems may fail in a major event, fire staff should report to work as soon as possible following obvious major disasters regardless of whether they have been notified.
- k. Re-assess priorities and strategies throughout the emergency

according to the most critical fire-service needs.

1. Assist with emergency evacuations and re-entry of threatened areas.

**2. Emergency Medical Services (EMS)**

- a. Utilize the ICS for all emergency/disaster response activities in accordance with the NIMS and NRP.
- b. Provide Basic Life Support and coordinate Advance Life Support with medical units from Bellevue Fire Department and the King County EMS program.
- c. Assist coordination of private ambulance and EMS resources.
- d. Coordinate with the Incident Commander and the EOC.
- e. Provide death and injury assessment information to the EOC.

**B. Support Agencies**

**1. Police Department**

- a. Utilize the ICS for all emergency/disaster response activities in accordance with the NIMS and NRP.
- b. Provide support for firefighting activities including security, traffic control, and crime-scene support.
- c. Provide evacuation coordination, assist in door-to-door notifications, and provide security to evacuated property.

**2. Public Works**

- a. Utilize the ICS for all emergency/disaster response activities in accordance with the NIMS and NRF.
- b. Coordinate with local water purveyors to ensure adequate water supply for fire suppression.
- c. Assist with technical rescue.
- d. Manage debris removal.

**3. Mutual Aid Fire Departments**

- a. Adjacent Mutual Aid Fire Departments will respond as requested

to the extent of their available resources.

**4. King County Fire Service Coordinators**

- a. Coordinate with the KC ECC for equitable allocation of incoming fire resources from out of the area.

**5. Zone 1 Emergency Coordinator**

- a. Coordinate the zone-wide allocation of fire resources during regional emergencies through the local EOCs and the KC ECC to ensure equitable distribution.

**6. King County Emergency Coordination Center**

- a. Provide resources and coordinate support as requested.

**7. WA EMD**

- a. Provide coordination of State resources to provide support from local jurisdictions, as appropriate, when all local, regional and county resources have been expended.
- b. Facilitate the requisition of resources from other states through the EMAC.
- c. Request and coordinate Federal resources through the Federal Emergency Management Agency (FEMA).

**8. Federal Emergency Management Agency**

- a. Administer fire suppression assistance to the state pursuant to PL 93-288 of the Disaster Relief Act of 1974, Section 417, when a fire destruction threat would constitute a major disaster.
- b. Provide training for fire suppression and hazardous materials control to local fire jurisdictions through the National Fire Academy in Emmitsburg, Maryland.

**IV. APPENDICIES**

- A. Mutual Aid Resources

**V. REFERENCES**

- A. The National Response Framework
- B. The National Incident Management System
- C. Washington State Comprehensive Emergency Management Plan
- D. Revised Code of Washington, 39.34.030, 38.54, 76.04, 43.63A, 38.52; and Title 52 and 35 RCW
- E. Interstate Mutual Aid Compact
- F. Washington State Fire Services Resource Mobilization Procedures
- G. King County Fire Resource Plan
- H. King County Hazardous Materials Emergency Resource Plan
- I. King County Mass Casualty Incident Plan
- J. Washington State Mutual Aid System (WAMAS)

**APPENDIX A  
MUTUAL AID RESOURCES**

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**The following agencies are the mutual aid resources that border the City of Snoqualmie:**

King County Fire District #27  
Fall City Fire Dept.  
4301 334<sup>th</sup> Pl. S.E.  
PO Box 609  
Fall City, WA 98024-4566  
(425) 222-5841

Eastside Fire & Rescue  
175 Newport Way N.W.  
Issaquah, WA 98027  
(425) 392-3433