

# **Sacramento County Operational Area (XSA)**



## **Strike Team / Overhead Deployment Plan 2021**

## XSA Strike Team/Overhead Deployment Plan – 2021

### ENDORSEMENT

The Undersigned Fire Chiefs approve of the content in this document and are committed to these requirements. We also agree that our personnel, when assigned to strike teams, will follow the rules outlined in this plan.

Date: May 3, 2021

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## XSA Strike Team/Overhead Deployment Plan – 2021

### **BACKGROUND**

In February 2008, the Sacramento County (XSA) Operations Chiefs created an ad-hoc committee to formulate recommendations regarding a variety of strike team response issues. Strike team leaders from throughout Sacramento County met and forwarded recommendations on a variety of issues to the County Operations Chiefs at their April 17, 2008 meeting. The document was updated after the 2009 fire season and was approved by the County Operations Chiefs on May 6, 2010 and subsequently signed by the County Fire Chiefs. After the 2014 fire season the Plan was expanded to include overhead assignments on mutual aid incidents and approved by the XSA Operations Chiefs on April 2, 2015. This version of the Plan was created to capture the lessons learned in the subsequent fire seasons. The purpose of this document is to guide all agencies within the Sacramento Operational Area on expectations of readiness, deployment processes, and behavior.

### **BASIC PLAN**

#### **A. Sacramento Regional Fire/EMS Communications Center (SRFECC) Inquiries**

Personnel not assigned to an incident shall not individually contact the SRFECC to obtain mutual aid, response, resource order, or other information. All inquiries shall be handled through the chain of command. The Duty Chiefs should be the only personnel to directly contact SRFECC or the Operational Area Coordinator (OAC).

#### **B. Communication with XSA**

Strike team leaders, while on deployment shall contact and brief SRFECC on a daily basis. Overhead personnel may contact and brief SRFECC no fewer than twice per 7 working days. These notifications are in addition to all requirements of CAL OES (Contact Region IV daily). SRFECC staff will record the pertinent information in the CAD narrative: status, assignment, significant incidents, etc. Contact information is contained in the Annex of this Plan.

Note: This communication may be intermittent due to cell phone access.

If there is a major incident, accident, or personal injury en-route to the incident, at the incident, or en-route home from the incident, the STEN/overhead resource will attempt to contact the OAC to relay strike team welfare. This is to be done whether or not the team is involved. The purpose of this requirement is to assure accurate information is relayed

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to departments participating in the strike team, co-workers, family of strike team members, and the media.

### C. Engine Crew Staffing Levels

The Sacramento County Fire Chiefs are committed to providing four (4) person staffing (e.g., one fire captain, one engineer, and two firefighters) on all Type I and Type III **immediate and planned need** engine strike team responses from this operational area.

**Initial attack** strike teams from this operational area will utilize the existing staffing levels assigned to the unit at the time of dispatch until such time that conditions permit the agencies to modify staffing levels to four personnel per engine. All apparatus expected by their home agencies to be available and equipped for initial attack strike teams shall receive the capability “IA ST3” or “IA ST1”, dependent upon apparatus type, in CAD. The intent of this addition is to allow SRFECC to dispatch initial attack strike team resources more rapidly.

Personnel filling engine company positions and overhead positions shall be certified to serve at the appropriate level per the standards identified within the California Incident Command Certification System (CICCS). Because of this requirement, the OAC will be contacted by the SRFECC when an Initial Attack request is received. The closest engine resource to the incident and the closest qualified overhead personnel to the incident will be selected at the discretion of the OAC to fill this order.

Due to the time sensitive nature of these requests, the trainee overhead position may be filled only if immediate emergency response to the incident is not delayed. All agencies are encouraged to ensure their Initial Attack resources are correctly identified in CAD (i.e IA1, IA3) prior to requests being received. As a reminder, resources designated as Initial Attack should have enough food [e.g. meal ready to eat (MRE)] and water to be self-sufficient for 24-36 hours. The OAC will work with the home agencies and may facilitate any crew changes for initial attack strike teams if the resource is planned for utilization past the initial operational period.

Initial Attack Strike Team should not be used for long term deployments.

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### **D. Strike Team Leader and Overhead Selection**

Strike Team Engine Leaders (STEN) and overhead shall be determined based upon the Sacramento Operational Area Certifications and Qualifications List (XSACQL) (See Annex A) that is managed and utilized by the Operational Area Coordinator for both the CAL OES and local government strike teams. STEN and overhead assignees shall be fully qualified to serve in the position based on the applicable California Incident Command Certification System (CICCS) guidelines.

STENs should be of the rank of Battalion Chief or higher. STEN qualified Fire Captains working as an Acting Battalion Chief may serve in the STEN position on initial attack strike teams to adjoining operational areas. Additionally, STEN qualified Fire Captains may fill the STEN position on immediate and planned need strike teams only if the Strike Team Leader Trainee is the rank of Battalion Chief or higher.

Strike Team Engine Leader Trainees (STEN-T) are to be assigned to each CAL OES and local government immediate need and planned need strike teams deployed from XSA. Initial attack strike teams may fill STEN-T positions as time permits. STEN-T assignees will be fully qualified to serve in this position and should be the rank of Fire Captain or higher.

The agency responsible for filling the STEN and STEN-T positions is determined by the Strike Team Rotation list. If the agency, whose turn it is in the rotation, can fill either the STEN or STEN-T position, they will rotate to the bottom of the list. If the agency cannot fill both positions, the OAC will petition the other agencies to fill the vacancy, with priority being placed according to the Strike Team Rotation List. An agency filling a deficit position on another agency's turn will not compromise or sacrifice their place in the rotation. The Strike Team Rotation List resides on the XSA Resource Availability Spreadsheet which is maintained on the Sac Regional Ops Chiefs Google Drive, accessible to all Operations Chiefs.

All Strike Team Engine Leaders (STEN) and overhead shall have a Cal Card or equivalent purchasing device for securing fuel and/or emergency purchases outside the scope of the incident.

Each agency should have capability to sustain themselves to and from the incident. This includes the ability to purchase fuel and food.

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### **E. Portable Radio Assignments**

Each person assigned to a mutual aid incident shall be equipped with an appropriate radio (e.g. Bendix King) and a sufficient quantity of extra batteries from their home agency prior to deployment. This includes extended assignments that began as initial attack.

### **F. Food & Water**

Deployed resources should have sufficient food (e.g. meal ready to eat) and water to be self-sufficient for 24-36 hours. A recommendation is two (2) MRE's per operational period, and one (1) quart of water per person per working hour (Approximately 2 gallons per day).

Note: Strike team leaders are encouraged to carry an extra supply of MRE's and water. As an example, the STEN should try to carry 2 cases of water and 20 MRE's.

### **G. Response To and From Incidents**

Feeding of personnel on the way to and returning from an incident is the responsibility of the employee (unless the agency has another agreement).

Once arrived and checked in to the incident, personnel should be fed by the incident.

If the crews are housed many miles from base, and the STEN believes that the travel back to base for meals is excessive, they may contact the CAL OES Agency Representative to determine if the incident will cover meals out of base through an authorized subsistence program site. If the incident will not cover meals, it will be at the expense of the employee.

Example: A strike team is housed at a hotel that is over a sixty-minute drive from base, and the strike team is off-shift for 24 hours. Driving back to base for lunch and dinner may not be efficient / effective.

### **H. Incident Rest and Sleeping Accommodations**

The incident does not always provide shaded and/or climatically maintained accommodations outside of the incident base; therefore, personnel must be prepared to camp. Check with the Cal OES Agency Representative assigned to the incident to determine housing plans. In those circumstances where shaded and/or climatically

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maintained accommodations are imperative (e.g. inclement weather), and the incident cannot adequately support housing, the strike team leader will brief the XSA Operational Area Coordinator (OAC) and discuss alternatives. This discussion may lead to a conference call with the County Fire Chiefs or their designee to discuss home agencies covering the costs of housing. If the agency declines housing costs outside of base, then the employees will incur all such costs.

### **I. Returning Travel**

All resources shall follow federal travel rules. Engine companies are to have at least two certified vehicle operators assigned to the company at the time of deployment. These personnel do not need to be apparatus operator qualified, just capable of driving to allow the engineer to rest.

### **J. Personnel Rotations**

In accordance with the CAL OES engine assignee agreement all personnel assigned to OES engine strike teams should be prepared for deployment periods up to 14 days (21 days for out of state assignments) in duration.

Type I and Type III engine local government strike teams and overhead personnel should be prepared for deployment periods up to 14 days (portal to portal) in duration. Personnel rotations may occur between 7-14 days depending on the factors present during the incident assignment and as coordinated between the STEN, incident, OAC and affected agencies.

For crew rotations, the agency(ies) that deployed as the initial STEN and STEN-T will provide the replacement persons for the respective positions. If either is unable to fill the replacement, the agencies may swap STEN with STEN-T to meet the need. If unable to fill either or both positions, the Strike Team Rotation list will be used to fill the need. The agency that filled the rotation, will NOT be rotated to the bottom of the list.

Personnel assigned as single-resource overhead should be prepared for a 14-day deployment. The assignment may be extended to a maximum of 21-days. Personnel will not be rotated.

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### **K. Uniforms**

All personnel are to take at least one complete Class B uniform that complies with their Agency's Uniform standards.

#### ***Out-of-base, Unassigned:***

When on the premises of an out-of-base housing facility (hotel), personnel are to wear either: 1) Class B uniform; or 2) department approved work-out attire.

*Exception: Appropriate civilian swimming clothing is acceptable if swimming.*

Personnel are to be in Class B uniform when away from an out-of-base housing facility (e.g. going across the street to dinner from the hotel, or going to the store etc.).

#### ***In-base, Unassigned:***

Personnel who are assigned to base will follow the uniform attire standards for the incident. The STEN or overhead personnel should check with incident command to determine what the "In-base Uniform Standard" is for that incident. Class B or Class C uniforms will be required while not sleeping in base. Athletic shoes may be worn in camp when located in rest areas or shower facilities.

PPE shall not be worn in the feeding areas, as it does not represent the professionalism of the Sacramento County fire agencies, and it poses health/hygiene risks to personnel.

### **L. On-Duty Unassigned Activities**

It is important to remember that the XSA fire departments are "portal to portal" agencies and are never off-duty while deployed. The personnel may be unassigned at the incident base or at a remote housing facility but are not off-duty. All applicable agency policies, procedures, rules, and regulations apply and are in effect when deployed on an incident.

Personnel may engage in routine activities that are typically permitted while on-duty in their home agencies. Example: If you can workout at your home agency, then this would be allowed while you are deployed.

STEN and overhead personnel always need to be in position to be contacted and recalled by the incident. Companies shall always maintain communication with the STEN. This method of communication will be determined on a case-by-case basis.



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### **M. Minimum Personal Protective Clothing**

For responses to wildland incidents, the personal protective equipment (PPE) ensemble shall comply with the provisions of NFPA 1977: Standard on Protective Clothing and Equipment for Wildland Fire Fighting. All personnel shall be equipped with approved safety footwear, and a fire shelter.

Regardless of engine type, Type I or Type III, crews shall take both structural and wildland PPE. This will allow for maximum safety of personnel and flexibility in assignment.

Personnel assigned to an out-of-county assignment shall wear all required personal protective equipment (e.g., clothing, safety helmet, gloves, boots, and fire shelter) while on-duty and assigned to a tactical function on the incident.

*Exception: The Fire Captain may authorize the removal of the safety helmet, gloves and fire shelter while personnel are within the engine cab so long as incident conditions permit.*

Personnel should be prepared for cold weather at all times of the year (e.g. warm sleeping bag, knit hat, thermal clothing, rain gear, etc.).

### **N. Incident Qualification Cards**

Agencies shall issue incident qualification cards (e.g., red cards) to all deployable personnel.

All deployable personnel shall have a current incident qualification card in their possession while deployed on an incident. Strike Team Leaders should verify that personnel have their cards before leaving the rendezvous location.

### **O. Incident Response Pocket Guides**

Agencies are strongly encouraged to provide each person an Incident Response Pocket Guide. Safety officers routinely inspect crews assigned to the incident to ensure that each person has this document on their person.

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### **P. Response Time Requirement**

#### ***Initial Attack:***

The goal for initial attack responses is to have all participating agencies respond within 60 seconds from time of dispatch by SRFEC. Engine companies and the STEN will typically respond directly to the incident or to the incident staging area and form up as a strike team as time permits.

Note: The dispatched companies/personnel need to ensure that they respond with the appropriate apparatus and PPE for the incident. The company may need to return to their station to swap units.

EXCEPTION: Initial Attack requests for large wildland incidents within the IA perimeter should be filled using the immediate need process. Large wildland fires typically extend beyond the 12-24 hour commitment of an IA resource; this process will ensure that the right personnel who are properly equipped for an extended operation respond.

#### ***Immediate Need:***

The goal for immediate need responses is to have all participating agencies at the rendezvous location within thirty (30) minutes from time of dispatch. If participating agencies cannot make the rendezvous in the allotted time, they must contact the STEN to inform him/her of the anticipated time of arrival. The contact information should be available through dispatch.

#### ***Planned Need:***

Typically, a planned need strike team will be requested for a future operational period; therefore, the STEN may elect to leave well ahead of schedule to allow personnel a period of rest before the required reporting time. This decision to leave ahead of schedule cannot occur until XSA has received the order and request numbers. If the order and request numbers have not been received, each participating agency's Fire Chief or designee must approve the time of departure.

### **Q. After Action Reports**

Upon return from the deployment, the Strike Team Leaders and overhead personnel shall complete an After Action Report (AAR). The AAR should include a summary of

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assignment and lessons learned; both positive and negative (a template is available for use). The County Operations Chiefs will review the content and determine what, if any, follow up or training should be completed. The AARs collected will also become a basis for curriculum development in each year's Operational Area Strike Team Leader refresher training.

All AAR's will be disseminated to all agencies and a copy will be archived on the Sac Regional Ops Chiefs Google Drive under the AAR Folder.

The Region IV After Action Report Form can be located by copying the URL address below into a Google Chrome browser:

[https://docs.google.com/forms/d/e/1FAIpQLSddSSKxzFfoAEbHx\\_VvkTuymgRtFpUw4-b8DkC7v9xPJg5HfQ/viewform](https://docs.google.com/forms/d/e/1FAIpQLSddSSKxzFfoAEbHx_VvkTuymgRtFpUw4-b8DkC7v9xPJg5HfQ/viewform)

### **R. Miscellaneous**

Type I and Type III local government engine companies shall comply with the minimum equipment and apparatus standards found within both the current Field Operations Guide (ICS 420-1) and the current California Fire Assistance Agreement.

The use of folding chairs, cots and other similar items will not be utilized during a strike team deployment except as authorized by the STEN or during off-shift rest periods.

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### **ANNEXES**

- A. Overhead Deployment and Tracking
- B. XSA Contact Information
- C. Pre-Designated Rendezvous Locations
- D. State Mobilization Centers
- E. Initial Attack Strike Team Map

## XSA Strike Team/Overhead Deployment Plan – 2021

# **ANNEX A – OVERHEAD DEPLOYMENT AND TRACKING**

## **PURPOSE**

This purpose of this Annex is to provide a fair, consistent, and transparent methodology for selecting and deploying overhead resources from within the Sacramento Operational Area (XSA).

## **SCOPE**

This applies to all agencies and personnel within the Sacramento Operational Area who deploy as overhead resources to areas outside of the XSA.

## **PROCEDURE**

### Definition

**Overhead** Personnel assigned to supervisory or management functions in the incident command organization; e.g. command and general staffs, directors, supervisors, and unit leaders.

### Filling an Overhead Resource Request

Overhead resource requests enter XSA through the Interagency Resource Ordering Capability (IROC). There are three types of overhead requests, each of which SRFECC will handle differently. The three types of requests are:

### **Type I & II Incident Management Team (IMT) Member Activation**

- a. IMT's have rosters of specific personnel; as such, the resource requests for IMT members will be in the form of a name request: A specific person to fill a specific position. IMT members will typically be aware of the resource request before the order in IROC arrives.

NOTE: IMT personnel shall not respond unless approved by their agency.

- b. Upon receipt of the resource order, the SRFECC will contact the Operational Area Coordinator with the order. The OAC will then contact the agency up for the position to verify they can fill it. Each Agency is responsible for identifying and employing their internal notification processes.

c.

## **XSA Strike Team/Overhead Deployment Plan – 2021**

- d. SRFECC will email the filled IROC order to the Operational Area Coordinator (OAC), and the agency's Duty Chief who will forward it to the individual who filled the order, as needed.
- e. The OAC will update the Sacramento Operational Area Rotation List (XSARL) with the resource information, as outlined herein.

### **CalOES Resource Request**

- a. An incident submits its resource orders into IROC to fill specific positions with certified personnel or trainees. The orders are routed through the mutual aid system and will be forwarded to XSA by CalOES Region 4.

Upon receipt of the resource order, SRFECC personnel will contact the OAC. The OAC will reference the XSARL (Rotation List) to determine which agency is next up to fill the Overhead request. NOTE: Each Agency will maintain and keep current, its own CQL and is responsible for identifying and employing their internal notification processes. If an Agency is unable to fill the request, the OAC will go to the next Agency on the XSARL. This process will continue until the request has been either filled or determined that XSA is Unable to Fill (UTF) the request.

- b. Upon filling the order, SRFECC will email the filled IROC order to the Operational Area Coordinator (OAC), and the agency's Duty Chief or designated email group.
- c. The OAC will update the Sacramento Operational Area Rotation List (XSARL) with the resource information, as outlined below.

### **Name Requests**

- a. The Name Request process exists to provide incidents with the ability to fill overhead resource needs when the original resource order was returned as Unable to Fill (UTF) in IROC. The Name Request process does not exist to circumnavigate the mutual aid system.

NOTE: Cal OES requires that before persons are requested through the Name Request process, that the incident confirm that the individual is available and that their agency has authorized them to be deployed.

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- b. Upon receipt of a Name Request, SRFECC personnel will contact the OAC. The OAC will contact the Duty Chief for the agency of the individual to provide them with the order information. Each Agency is responsible for identifying and employing their internal notification processes.
- c. Upon filling the order, SRFECC will email the filled IROC order to the Operational Area Coordinator (OAC), and the agency's Duty Chief or designated email group.
- d. The OAC will update the Sacramento Operational Area Rotation List (XSARL) with the resource information, as outlined below.

### Sacramento Operational Area Certifications and Qualifications List

The Sacramento Operational Area Rotation List (XSARL) exists to assist the OAC in tracking Agency deployment rotation.

The current and future archived copies of the XSARL are available on the Sac Regional Ops Chiefs Google Drive

### **Newly Certified Personnel**

- a. Upon approval by the appropriate California Incident Command Certification System (CICCS) Peer Review Committee, the Committee will submit a letter of approval to the individual's home Agency. Upon receipt, each Agency will add the personnel names(s) and positions(s) to their CQL and ensure that the personnel have been updated in IROC. NOTE: This does not influence IROC management by the fire agencies; it is a step to ensure that the Agency's CQL and IROC match.

### **Trainees**

- a. Unlike the certified positions, the trainee list WILL NOT rotate when personnel are deployed. This will set trainees up for success by completing all experiential requirements within the established timeframes. The sooner the trainees become certified, the greater the opportunity will be for the remaining trainees to be deployed.
- b. NOTE: Strike Team Leader – Engine Trainees (STEN-T) will typically deploy with a Strike Team Leader (STEN) from their respective agency.

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- c. The following shall serve as the process to add personnel as Trainees to the Agency's CQL:
1. A Trainee must have an initiated Position Taskbook (PTB) prior to becoming eligible for assignment. The current CICCS Qualification Guide states: "Trainee requirements include completion of all required training courses and prerequisite experience prior to obtaining an initiated [Position Taskbook] PTB. The only exceptions are those Command and General Staff positions that include USFA O305 AHIMT, S-420, S-520, and S-620 as required training." (2018 CICCS Qualification Guide)
  2. Once the prospective trainee has completed the prerequisite training and experience for the position, with the Fire Chief's approval, each Agency will add the personnel names(s) and positions(s) to their CQL and ensure that the personnel have been updated in IROC.
  3. Each Agency is responsible to prioritize their list of trainees. New trainees are the lowest priority for assignment. Based on an operational need, an agency may request the XSA Operations Chiefs to assign a higher priority to specific persons. The prioritization of members of the Sacramento Regional Incident Management Team (SRIMT) will be afforded special consideration by the Ops Chiefs - This applies to the SRIMT position and the prerequisites only.
  4. When a trainee is deployed, the date of deployment and the incident name will be entered into the Agency's CQL; however, as noted above, the list of trainees will not rotate.

Utilize the chain of command for questions or concerns regarding overhead deployment or the Sacramento Operational Area Rotation List.



**XSA Strike Team/Overhead Deployment Plan – 2021****ANNEX B - XSA CONTACT INFORMATION**

Contact Name	Phone Number
Cal OES Fire & Rescue Warning Center	(916) 845-8911 (24 hours) (800) 421-2921 (24 hours)
Cal OES Region IV Dispatch Center	(530) 273-3222 (24 hours)
Cal OES Region IV AC Corey Zander AC Kit Bailey	(916) 845-8911 (24 hours) (916) 712-6771 (cell) (530) 307-1307 (Cell)
Cal EMA Region IV Coordinator Fire Chief Eric Walder, WMR	(916) 547-9175 (cell) (209) 931-9455 (office)
SRFECC Dispatch Center	(916) 228-3035 (24 hours)
XSA Op Area Coordinator Assistant Chief Chad Wilson, FOL	(916) 759-6686 (cell) (916) 461-6306 (office)
XSA OAC – 1st Alternate Deputy Chief Troy Bair, CSM	(916) 217-2585 (cell) (916) 405-7102 (Office)
XSA OAC – 2 <sup>nd</sup> Alternate Deputy Chief Adam Mitchell, SAC	(916) 616-2402 (cell) (916) 859-4502 (office)

**XSA Strike Team/Overhead Deployment Plan – 2021****ANNEX C - STATE MOBILIZATION CENTERS**

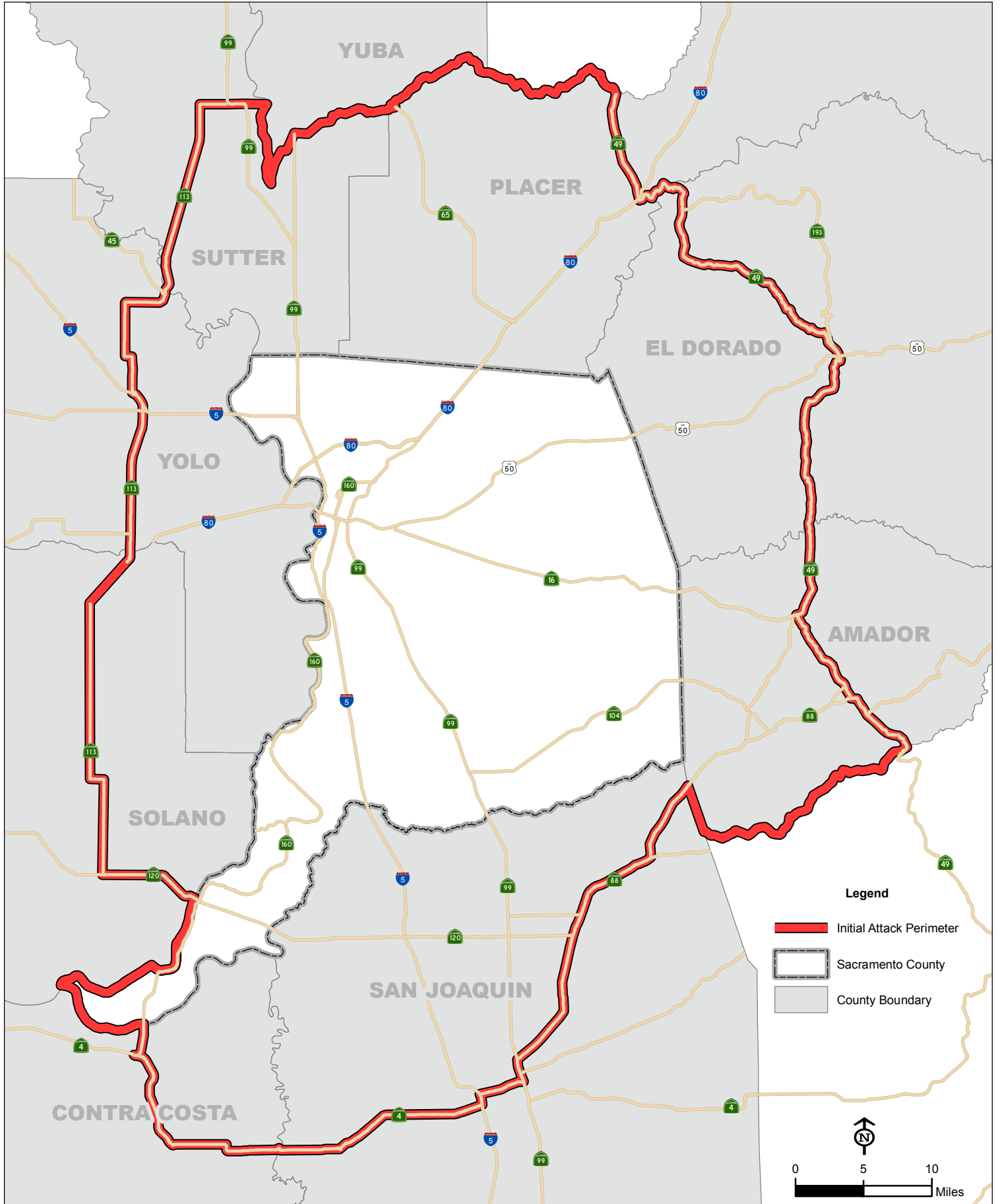
<b>Location</b>	<b>Address</b>
Anderson MOB Center	Shasta District Fairgrounds West of Interstate 5 on State Highway 273
Red Bluff MOB Center	Tehama District Fairgrounds East of Interstate 5; take State Hwy 99 to Antelope Blvd
Woodland MOB Center	Yolo District Fairgrounds West of Interstate 5 at East Street and Gum Avenue
Dixon MOB Center	Dixon May Fairgrounds On 1st Street south of Chestnut in Dixon
Chowchilla MOB Center	Chowchilla Fairgrounds West of Highway 99 on 5th Street. in Chowchilla
Madera MOB Center	Madera District Fairgrounds West of Highway 99 on Cleveland Avenue in Madera
Los Banos MOB Center	Merced County Fairgrounds North of Hwy. 152 on 4th Street in Los Banos
Prado MOB Center	Prado Conservation Camp Eucalyptus Ave. at Central Ave. in Chino, CA

**XSA Strike Team/Overhead Deployment Plan – 2021****ANNEX D - PRE-DESIGNATED RENDEZVOUS LOCATIONS**




<b>CALEMA Region / Route</b>	<b>Rendezvous Point</b>
South to Region I (San Luis Obispo, Los Angeles, Santa Barbara, Ventura or Orange Counties)	Highway 99 at 10430 Twin Cities Road (Raley's Shopping Center)
West to Region II (North of Santa Clara County)	I-80 at Enterprise BLVD. (West Sac Truck Stop)
South to Region II (Santa Clara, Santa Cruz, San Benito and Monterey Counties)	Highway 99 at 10430 Twin Cities Road (Raley's Shopping Center)
North to Region III or Anderson MOB Center	I-5 at 3250 Arena Bl. (Bel Air Shopping Center)
East to Region IV (Nevada, Placer Counties or North Lake Tahoe Basin) and State of Nevada	I-80 at Sierra College BLVD. (Walmart @ 5454 Crossings Dr.)
East to Region IV (El Dorado, Alpine Counties or South Lake Tahoe Basin), Mono and Inyo Counties in Region VI and State of Nevada	Highway 50 at East Bidwell Street (Chevron parking lot at East Bidwell and Placerville Road)
East to Region IV (Amador, Calaveras, or Tuolumne Counties)	Highway 16 at SAC Fire Station 59
South to Region V or Madera MOB Center	Highway 99 at 10430 Twin Cities Road (Raley's Shopping Center)
South to Region VI (except Mono & Inyo Counties) or Prado MOB Center	Highway 99 at 10430 Twin Cities Road (Raley's Shopping Center)



# Sacramento Regional Fire/EMS Communications Center Initial Attack Strike Team Map



### Legend

-  Initial Attack Perimeter
-  Sacramento County
-  County Boundary

