

	On-Call Backup Battalion Chief – Battalion 2		2014revb
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	APPROVED BY: Fire Chief Mark Miller <i>Mark Miller</i>		REVISION DATE: April, 2017

Procedure:

On-call Responsibilities:

- Each Shift Battalion Chief and Captain will be responsible for a minimum of three Battalion 2 (on call) shifts per month, based on a Battalion 2 staffing of one Battalion Chief and two Captains per shift.
- The Shift Battalion Chiefs will coordinate and manage the Battalion 2 rotation and staffing. Battalion 2 shall be covered every shift.
- Battalion 2 will be indicated on the daily TeleStaff roster. The roster will show zero hours to avoid confusion with timesheets.
- The Training Battalion Chief will assist with Battalion 2 duties as needed, with the main focus of filling in vacancies during the workweek. The Training Battalion Chief also may be required to cover a weekend vacancy occasionally, as needed.
- The Command 2 vehicle or the on-duty Battalion Chief's assigned vehicle will be available for the Battalion 2's use throughout the on-call shift. The vehicle can be used by the Battalion 2 for general errands during the on-call shift, provided that the Battalion 2's activities are within LFRA's boundaries or otherwise allowed for his/her immediate response to a call, as provided below.
- Battalion 2 personnel shall be within the LFRA Urban Response Area as defined in the LFRA Strategic Plan within fifteen minutes of call notification if operating a LFRA vehicle as on-call. If Battalion 2 is not operating a LFRA vehicle, he/she must have a response of twenty minutes or less to Fire Station 1 to ensure adequate system coverage.
- Emergency Battalion 2 coverage (sick, family emergency) will be handled by the on-duty Battalion Chief. Non-emergency rescheduling will be done by the individual needing the on-call shift coverage change.

Response Responsibilities:

- Be available by text/cell phone while on-call. Monitor the radio when possible during daytime hours.

- Battalion 2 will advise on the Fire/EMS Dispatch Talk Group that “Battalion 2 is monitoring” following a page for a significant incident or notification that Battalion 1 is leaving the LFRA Urban Response Area.
- Battalion 2 will go on duty with Dispatch to cover the system based on the incident information, size up or distance that Battalion 1 will be out of the Urban Response Area and incident duration.
- Log into the Command 2 laptop as Battalion 2.
- Battalion 2 will respond to the incident scene if the incident escalates to a 3rd alarm or at the request of the incident commander.
- Recall notifications and mutual aid move ups are the responsibility of Battalion 2.
- Battalion 2 will modify subsequent response levels appropriately to maintain adequate staffing in the system, general adequate staffing is four companies. Battalion 2 must forecast the possibility of additional alarms being called to the scene and plan for station coverage needs.
- Dispatch will use Battalion 2 as a field Fire Resource Officer.
- Battalion 1 will coordinate the release of Battalion 2, ensuring that Battalion 2 is taken off duty in the Dispatch CAD system.

Revision History:

Revision B-Updated by C. Pollema to reflect the current formatting. No change in content. (10/14)

References: