

	AUTOMATIC AND MUTUAL AID RESPONSE	2014revB
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Procedure:

The primary mission of Loveland Fire Rescue Authority (LFRA) is to provide for the safety of citizens and visitors to LFRA emergency response area; however, the agency also has the responsibility to assist adjacent agencies in meeting their missions when they request assistance. The following guidelines shall be considered when sending LFRA apparatus and personnel to neighboring agency jurisdictions.

Mutual Aid Guidelines

Loveland Emergency Communications Center (LECC) is the point of contact for mutual aid requests from other agencies. When contacted with a mutual aid request, LECC will obtain incident type, specific resource needs, radio frequencies/talkgroups and a staging location from the requesting agency. LECC will provide this information to the on-duty battalion chief who will determine LFRA's ability to meet the request. If the on-duty battalion chief determines that LFRA is able to meet the request, the following will be the course of action:

- If the request is for move-up/station coverage, the on-duty battalion chief will advise LECC which company to dispatch.
- If the request is to respond to an active incident scene, the on-duty battalion chief will advise LECC the appropriate apparatus to assign to the incident.
- Requests for Special Operations Team (SOT) response will be assessed based on the urgency of the request. On-duty SOT personnel and/or apparatus may be dispatched for in-progress rescue or hazardous materials incidents. The on-duty battalion chief should also consider requesting that LECC send a SOT page to request additional off-duty SOT personnel. For SOT incidents deemed to be less urgent, the on-duty battalion chief may

request that LECC send a SOT page to request off-duty personnel to pick up the appropriate apparatus for the response.

The on-duty battalion chief or the back-up battalion chief shall respond to the scene of any working incident in another jurisdiction to which LFRA personnel respond **if the LFRA crews are or are anticipated to be working in the hazard zone or an Immediately Dangerous to Life and Safety (IDLH) environment**. The responding battalion chief will coordinate the use and assignment of LFRA resources with the incident commander and shall ensure the safety of LFRA personnel, to include monitoring the Mayday South talkgroup.

If the on-duty battalion chief responds to an incident outside of LFRA's service boundaries, a "WhatsApp" notification shall be sent to Operations staff and Battalion 2 will respond into the City to cover the system.

Automatic Aid Guidelines

LFRA response to neighboring jurisdictions is often pre-determined based on existing Automatic Aid agreements. When applicable, automatic aid apparatus response is assigned by LECC. The on-duty battalion chief shall respond with the assigned apparatus to the incident scene **if LFRA personnel are working inside the hazard zone or an IDLH environment**. This battalion chief will coordinate the use and assignment of LFRA resources with the incident commander and shall ensure the safety of LFRA personnel, to include monitoring the Mayday South talkgroup.

Radio Communication and Reporting Procedures

Prior to responding into another agency's jurisdiction for either automatic or mutual aid, the company officer of the assigned apparatus shall be informed by LECC of the radio talkgroup to which they are assigned. When the apparatus goes "enroute" to the incident, the company officer shall notify LECC on the Fire/EMS talkgroup that they are responding and shall further notify LECC that they are moving to the assigned talkgroup for the incident. The company officer shall then switch to the appropriate talkgroup and notify the incident commander that "Loveland (Engine XX) is responding to *(incident type/address)*." All members of the company shall operate on the talkgroup assigned to the active incident.

If LFRA personnel respond on an incident while covering a station for another agency, the LFRA officer shall contact LECC and give the address to which they are responding. LECC will "multi-

assign" the unit to the incident. The officer shall still go "enroute", "on-scene" and "clear scene" with LECC via radio or laptop, if connected, and can see his/her unit is multi-assigned. When the LFRA unit clears the call, the LFRA officer shall assign the NIFRS report and remain assigned to the mutual-aid call until coverage request is complete. The officer shall also assign and complete a NIFRS report for the mutual-aid station coverage request.

Revision History:

3/20/15 Update to current format, no changes in content.
6/1/15 Added recommended changes as suggested by employee transfer law firm.

References:

LFRA Radio Channel Matrix