



## KOOTENAI COUNTY FIRE MODEL PROCEDURE

### SECTION 12 – DISASTER PROTOCOL

Adopted: November 13, 2015

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#### **1.0 PURPOSE**

- 1.1 This model procedure is endorsed by the Kootenai County Fire Chiefs Association as a template for planning and training for all fire departments and districts in Kootenai County.
- 1.2 The purpose of this model procedure is to provide a standard way of alerting the Incident Commander (IC) and enhance situational awareness for all jurisdictions that ultimately enhances the EOC's ability to coordinate emergency support efforts.
- 1.3 Assist in the rapid collection of information in order to inform Kootenai County Office of Emergency Management (KCOEM) who would then consider and/or prepare a disaster declaration as required by the Stafford Act.

#### **2.0 REFERENCES**

- 2.1 Rapid Damage Assessment, Partner Training Guide – March 2014
- 2.2 Kootenai County Emergency Operations Center Damage Assessment Branch – Rapid Assessment Processing Procedures.

#### **3.0 DEFINITIONS**

- 3.1 Rapid Assessment – the process of providing information to KCOEM that provides a snapshot of the situation facing the community that details the extent and location of damages through oral or written reports or pictures.
- 3.2 Damage Assessment Route – a pre-determined travel route in order to assess specific items considered critical infrastructure by the local fire agency.

- 3.3 Significant event – a significant event is identified as a natural (earthquake, flood, major wildland fire) or man-made event that overwhelms the community’s resources and damages critical infrastructure.

#### **4.0 MODEL PROCEDURE**

- 4.1 Local agencies will work with OEM and identify structures or other critical infrastructure.
- 4.2 The local agency will establish a pre-determined route in order to view and/or collect information that will ordinarily not take longer than 10 to 15 minutes to complete.
- 4.3 When the route is completed a report to OEM or the Emergency Operations Center (EOC) will be made in order to document the same and provide situational awareness.
- 4.4 Damage assessment routes developed by local agencies will be kept on file in the EOC for reference purposes and for use by a designated fire representative.
  - 4.4.1 Note: The actual assessment routes are maintained by the local agency and not OEM.

#### **5.0 RESPONSIBILITY**

- 5.1 Local agencies are encouraged to review their damage assessment routes on an annual basis and update if needed.
- 5.2 When damage assessment routes are updated the information should be transmitted to the Office of Emergency Management for inclusion in the file used by the fire rep in the EOC.

Note: The OEM has already identified most of the critical infrastructure in Kootenai County and is available as a resource to any of the local fire agencies.

## Model Procedure Checklist - Earthquakes

1. Protect yourself
  - a. Indoors: Seek cover under desk or against interior walls
  - b. Outdoors: Pull over; stop clear of potential falling objects
2. Notify Dispatch
3. If inside the fire station move personnel and equipment to a designated safe area
4. Assess condition of personnel and equipment
5. Shut off NG supply if applicable
6. Conduct Initial Damage Assessment unless otherwise directed by Supervising Officer (i.e. Captain or Chief Officer)
7. Consider Modified Tactics
8. Establish Safe Staging Areas & Command Post Locations
9. Evaluate and identify alternative water supplies
10. Complete damage assessment route – if unable to complete, notify EOC.

Note: Severe Storms may warrant similar actions.

Below is a sample damage assessment route:

STRUCTURE	ADDRESS	VISIBLE DAMAGE SCALE			
		NONE	MINIMAL	MODERATE	SEVERE
NW Specialty	1593 E. Polston Ave				
Kootenai Health Clinic	1300 E. Mullan Ave				
Kootenai Cancer Center	1440 E. Mullan Ave				
Post Falls Police Department	1717 E. Polston Ave				
Post Falls City Hall	408 N. Spokane St.				
Garden Plaza Complex	515 & 545 Garden Plaza Court				
Guardian Angel	1050 E. Mullan Ave				

Note: The layout above could also be used to document multiple fires due to natural gas explosions, electrical surges, etc.