



## KOOTENAI COUNTY FIRE MODEL PROCEDURE

### SECTION 14 – MUTUAL AID

Adopted May 2016  
Revised December 2017

---

#### **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 providing a mechanism with Central Dispatch to efficiently dispatch additional fire and medical resources to a major incident upon request from the Incident Commander within or outside Kootenai County.

#### **2.0 REFERENCES**

- 2.1 Kootenai County Fire Services Mutual Aid Agreement

#### **3.0 DEFINITIONS**

- 3.1 Strike Team – For the purposes of this model procedure a strike team will be three (3) like resources (i.e. Engines or Ambulances) and a Battalion Chief/Command Officer that will respond to a location as requested for use as directed by the requesting Incident Commander (IC).
- 3.2 Joint Area Wildland Task Force (JAWTF) – For the purposes of this model procedure the JAWTF is comprised of an two (2) Engines , one (1) Tender, one (1) Brush Truck and one (1) Battalion Chief/Command Officer that is staffed on a rotational basis. The JAWTF is maintained by Kootenai County Fire & Rescue and can be accessed via Central Dispatch for local emergencies or dispatch to another county in WA or ID (See Model Procedure Section 18).
- 3.3 Mutual Aid Agreement: An agreement that outlines the terms and conditions for participating agencies.

#### **4.0 MODEL PROCEDURE**

- 4.1 When deemed necessary by the IC or other Chief Officer, a request can be made for additional resources to Central Dispatch (in or outside Kootenai County).
- 4.2 The IC or designee will contact Central Dispatch and request the type and number of additional resources.
- 4.3 Central Dispatch will select either pre-determined resources or the closest available units and dispatch the same to the emergency incident:
  - 4.3.1 Identify the request as a mutual aid response.
  - 4.3.2 The location of the incident
  - 4.3.3 Type of Incident
  - 4.3.4 Ops Channel or Frequency
  - 4.3.5 Rendezvous location if needed
- 4.4 Joint Area Wildland Task Force (JAWTF): The task force is available for immediate response and designed for deployment for up to 24 hours. After 24 hours the JAWTF should be replaced. The task force will be available from June 1<sup>st</sup> to October 31<sup>st</sup> each year.
- 4.5 Duty Officer Schedule:
  - 4.5.1 Kootenai County Fire & Rescue (Battalion 1): March, June, September and December.
  - 4.5.2 Coeur d'Alene Fire (Battalion 3): January, April, July and October.
  - 4.5.3 Northern Lakes Fire Protection District (Battalion 5): February, May, August and November.
- 4.6 Rendezvous Points:
  - 4.6.1 The rendezvous point, West, is the Beck Road Interchange (Exit 1 – I-90)
  - 4.6.2 The rendezvous point, North, is Hwy 95 & Hwy 54
  - 4.6.3 The rendezvous point, South, Hwy 95 & West Kidd Island Road (MKI Fire)
  - 4.6.4 The rendezvous point, East, is Exit 22, I-90 (Wolf Lodge)
- 4.7 Units assigned to the JAWTF will be assigned an operations channel by Dispatch.

## **5.0 RESPONSIBILITY**

- 5.1 Participating agencies are responsible to maintain accurate information with Central Dispatch related to participation and commitment to participating in requests for Mutual Aid and as defined by the established and agreed to Run Cards in CAD.
  
- 5.2 The list of participating agencies include (agencies may opt out if unable to participate):
  - 5.2.1 City of Coeur d'Alene
  - 5.2.2 Northern Lakes Fire District
  - 5.2.3 Hauser Lake Fire District
  - 5.2.4 Timberlake Fire District
  - 5.2.5 Kootenai County Fire & Rescue
  - 5.2.6 Mica Kidd Island Fire District
  - 5.2.7 Spirit Lake Fire District
  - 5.2.8 East Side Fire District
  - 5.2.9 Worley Fire District
  - 5.2.10 St. Maries Fire District
  - 5.2.11 Shoshone Fire District #2
  - 5.2.12 Kootenai County Emergency Medical Services