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**EMERGENCY OPERATIONS PLAN
SECTION I
BOULDER COUNTY
INCIDENT RESPONSE GUIDELINES**

Scope

To identify role definition, agency responsibilities, and working relationships between emergency services providers at the following incidents: ***P.I. Accidents, Search and Rescue, Forest Fire, Hazardous Materials Incidents, Natural Disasters, and Structure Fires*** (includes all fires not forest fires).

Each type of incident will be addressed individually with specific roles identified.

Goal

To improve cooperation between the various public safety agencies to achieve our common goal of faster, more efficient service to the public. In order to achieve this goal, the roles assigned each agency are designed to take advantage of agency expertise.

Responsibility

Overall responsibility for management of an incident lies with that agency(s) as delegated by Colorado State Statutes. Concurrent jurisdictions as delegated by state statutes will share responsibility.

Basic Agency Roles

Colorado State Patrol: Traffic control, and investigation of accidents. Immediate first aid and rescue.

Boulder County Sheriff's Department:

Deputies: Traffic control, on-scene communications, search and rescue coordination, public safety, hazardous materials coordination, request county resources, arson investigation, immediate first aid and rescue, enforcement of state statutes.

Emergency Services Coordinators: Fire suppression expertise, fire investigation, inter-agency liaison, requests for county resources.

Administration: Incident Command, Multiple Agency Coordinating System (MACS).

Boulder Regional Communications Center: County-wide notification and coordination of incident communications, resource lists, incident support, and MACS.

Local Fire Departments: Structure fire suppression, forest fire suppression, medical first response, hazardous materials first response, rescue, extrication, cause and origin fire investigation, traffic control. Knowledge of local community, including; access routes, building, and local citizens. Patient care and transport for departments so licensed.

Boulder Emergency Squad: Extrication, rescue, search, lighting, dive missions, traffic control.

Longmont Emergency Unit: Extrication, rescue, search, lighting, traffic control, food services, dive missions.

Rocky Mountain Rescue: Technical mountain rescue, search, downed aircraft locator.

Boulder Water Rescue: Water related search, rescue and recovery.

Private Ambulance Companies: Patient care and transportation.

Initial Response

The local fire departments will be notified of personal injury accidents, search and rescue missions, fires, medical emergencies, hazardous materials incidents, or natural disaster incidents occurring within their jurisdiction. Upon arrival of the first responding unit, Command will be established and emergency actions taken as necessary. An Incident Command System would be initiated when conditions warrant. If multi-agencies are responding, the incident will be named and representatives from each agency will meet at the command post and decide further actions. If jurisdictional boundaries are in question, they would be resolved at the command post and an Incident Commander named by the agency with jurisdictional responsibility.

Command would be transferred when and if the Incident Commander initiated a mode three situation, or voluntarily agreed to a change.

A joint Incident Command System could be used when there is concurrent jurisdiction or responsibility at an incident.

Modes

Mode 1: Jurisdiction responds and handles

the incident.

Mode 2: Jurisdiction requests mutual aid, but retains Incident Command.

Mode 3: Jurisdiction requests the Sheriff's Department take control of the incident. Incident Command may be transferred or a joint command may be established.

Mode 4: Sheriff's Department, joint command, requests a State or Federal Agency take control of the incident.

Additional Resources, Mutual Aid, RMR, BES, LEU, Etc.

Initial response of these resources will be made according to need and generally in compliance with written policies and agreements. On-scene usage decisions will be made by Incident Command.

On incidents where these agencies have not been requested initially, call-out will be made at the request of Incident Command.

Incident Procedures

- I. Incident Command/MACS
- II. Structure Fire (includes all misc. types of fires)
- III. Hazardous Materials
- IV. Forest Fires
- V. EMS
- VI. Search and Rescue
- VII. Natural Disaster, Wind, Flood, Etc.

I. INCIDENT COMMAND SYSTEM

A. Introduction

The ICS is a standard management system for controlling incidents. The ICS consists of personnel, facilities, equipment, communications and procedures, all operating within a common organization structure to gain control and resolve any type of incident.

B. Key Features Of The Incident Command System

1. The ICS provides for the systematic development of a complete functional organization, with the

major functions being:

- a. Command
- b. Operations
- c. Planning
- d. Logistics
- e. Finance

2. The ICS builds from the ground up with the management of all major functions initially being the responsibility of one or just a few persons. Functional units are described for handling the most important incident activities. As the incident grows in size and/or complexity, functional unit management evolves into an expanded organizational system.
3. In the ICS, each kind of resource used directly or in support of the control function has been given a common name, acceptable to all agencies.
4. The ICS is designed on the premise that the jurisdictional authority of the involved agencies will not be compromised. Each agency having legal responsibility within its jurisdictions assumed to have full command authority within its jurisdiction at all times. Assisting agencies will normally function under the direction of an Incident Commander appointed by the jurisdiction within which the incident occurs.
5. Multi-jurisdictional incidents will normally be managed under a joint command management structure involving a single Incident Command Post. Tactical control operations for a joint command incident will always be directed by a single operations chief.
6. The ICS is intended to be manned and operated by qualified personnel from any agency, and a typical incident could involve the use of personnel from a variety of agencies, working in many parts of the organization.
7. The ICS expands and contracts organizationally based upon the needs of the incident. Span of control recommendations are followed closely; therefore, the organizational structure is never larger than required, nor does it stay large when it is not necessary.
8. The ICS is designed to be the basic everyday operating system for **all** incidents within each agency. Therefore, the transition to large and/or multi-agency operations requires a minimum of adjustment for any of the agencies involved.

C. ICS Organization

1. Command

- a. Responsibilities
 - 1) Management of all incident activities
 - 2) Requests and releases resources
 - 3) Sets objectives for primary organizational elements.
- b. Process
 - 1) Size-up
 - a) Life safety
 - b) Incident potential
 - c) Control possibilities/options
 - d) Command post and staging locations
 - e) Law enforcement considerations
 - 2) Formulate objectives
 - a) Identify and prioritize actions
 - b) Assess that objectives are being met
 - c) Involve technically qualified people
 - 3) Delegate authority
 - a) Determine organization structure needed
 - b) Give assignments
 - c) Direct personnel to meet objectives
 - d) Monitor performance
 - 4) Determine resource needs
 - 5) Know limitations
 - a) Strategy
 - b) Objectives
 - c) Time
 - d) Personnel - skills
 - e) Resources
 - f) Organization
 - g) Personal
 - 6) Maintain span of control
 - a) One supervisor for every 3-5 persons
 - b) More organization as more personnel are needed
 - 7) Application of resources to values
 - a) Carry out priorities
 - b) Obtain objectives
 - c) Insure resources are utilized where/when needed
- c. Staff - The IC may implement a command staff consisting of a Public Information Officer, Liaison Officer and Safety Officer.
 - 1) Public Information Officer: Prepares and releases information to the news media.
 - 2) Liaison Officer: Primary contact for all assisting and cooperating agency representatives.
 - 3) Safety Officer: Monitors and assesses hazardous and unsafe situations, develops measures to insure personnel safety.
- d. Command Structure

- 1) Single Jurisdiction: Command will be with the jurisdictional agency unless the agency requests to be relieved; or by prior agreement.
- 2) Multi-jurisdiction: Incident Command may be a joint effort among involved jurisdictions. This is referred to as unified command.
 - a) All commanders must be in contact with the command post.
 - b) A single set of objectives is developed.
 - c) A single operations chief is identified. A single IC may be appointed by representatives from the jurisdictions involved.
- e. Change of Command
 - 1) Mutual consent of present IC and incoming IC
 - 2) Up-date new IC to present operations, and objectives
 - 3) Document change
 - 4) Announcement to incident personnel

2. Plans Section - Functions will be handled by IC until further staff is needed.

- a. Responsibilities
 - 1) Develop a diagram or map of the incident
 - 2) Gather information
 - 3) Catalog resources on the scene and the status of those resources
 - 4) Predict probable incident development
 - 5) Estimate additional resources needed and time needed
 - 6) Prepare strategies for incident control
- b. Staff
 - 1) Situation Status Unit (SITSTAT): Collects, processes and displays information on current status of the incident
 - 2) Resource Status Unit (RESTAT): Collects and displays information regarding the arrival, location, and availability of resources
 - 3) Documentation Unit: Gathers and files incident records and documents for legal, analytical, financial and historical purposes
 - 4) Technical Advisors: Assist in developing strategies

3. Operations Section

- a. Responsibilities
 - 1) Perform all tactical operations to control

- the incident
- a) Assist in formulation of objectives
- b) Supervise tactical elements by objectives
- c) Request additional resources when needed
- d) Recognize span of control and implement additional Task Forces, divisions, Groups and Branches as necessary

b. Staff

- 1) Task Force: A group of unlike resources with personnel, a leader, common communications, for a specific mission
- 2) Strike Team: Combination of resources consisting of like units with personnel, a leader and common communications
- 3) Division: Organization level having responsibility for operations within a defined geographical area
- 4) Group: Organization level having functional responsibilities such as rescue, water supply, traffic control, etc.
- 5) Branch: Organizational level having both functional and geographic responsibility for major segments of incident operations. When the number of Divisions and Groups exceed the recommended span of control, a two-branch structure may be formed.

4. Logistics Section

a. Responsibilities

- 1) Overall support of the incident's tactical operations
 - a) Establishment and supervision of Staging areas
 - b) Distribution, storing, inventory of supplies used on the incident
 - c) Coordination of communications to the incident

b. Staff

- 1) Staging area manager (note: staging may be placed under operations by command)
 - a) Determine locations
 - b) Post area locations
 - c) Check in/out of resources, relay appropriate information to command
- 2) Communications unit leader
 - a) Installation of Communications equipment
 - b) Operation of incident communications

- c) Distribution and recovery of equipment
- d) Maintenance and repairs
- 3) Medical Unit
 - a) Service line personnel
- 4) Supply Unit
 - a) Order, inventory and distribute supplies
- 5) Ground Support unit
 - a) Fuel, parts, repairs

5. Finance Section

a. Responsibilities

- 1) Time Sheets
- 2) Workman's compensation claims
- 3) Financial record of incident

D. Incident Facilities

1. Command Post - The location from which all incident operations are directed. There should be only one Command Post per incident. Incident Commanders should be in contact with the command post. Planning, logistics and communications functions will also be located at the command post. The Command Post should be convenient to the incident yet removed and accessible.

2. Staging Areas - Should be established early in the incident to control and stage incoming resources to allow for a coordinated assignment. Should be located near the incident where equipment can be temporarily parked while waiting assignment. Resources arriving at the staging area are checked in by the staging area manager. There may be several staging areas on a single incident.

E. Multiple Agency Coordinating System-MACS

MACS is an information and resource support system intended to facilitate integrated action on emergencies involving multiple jurisdictions. It is designed to serve as a coordinating mechanism in Boulder County for all types of incidents which pose a threat to public safety, including fire, flood, wind, or other related natural disaster, hazardous materials spill, or civil disorder.

The MACS concept operates separately from the Incident Command System utilized for a particular incident, and is not directly involved in deciding the strategy or tactics for that incident.

MACS is composed of three organizational elements which are:

1. Board of Directors (BOD)

- a. Financially responsible representative from affected jurisdiction
- b. Establish financial and political policies
- c. Appoint an Incident Commander
- d. Review the Incident Commander's performance

2. Emergency Operations Center (EOC) - Collects, analyzes and makes available information on the incident for involved agencies and the general public.

3. Resource Allocation Center (RAC) - Staffed by representatives of the affected agencies. The RAC processes resource requests from the incident and allocates resources according to policy established by the BOD. A joint ordering function helps eliminate duplicate resource orders, expedite resource allocation and allows for central fiscal control.

II. STRUCTURE FIRE

(Includes misc. types of fires, such as grass, trash, vehicles, etc.)

32-1-1002. Fire Protection Districts - additional powers and duties.

(3) (a) The chief of the fire department in each fire protection district in the State of Colorado, by virtue of such office so held by him, shall have authority over the supervision of all fires within the district, except as otherwise provided by law, subject to the duties and obligations imposed by this subsection (3) and shall be vested with such other express authority as is contained in this subsection (3), including commanding the fire department of such district.

A. Mode 1

1. Fire Department

- a. The initial response fire department is in charge of all fire operations.
- b. The initial response agency will advise Boulder Regional Communications of the situation upon arrival and of major status changes during the operation.
- c. The fire department command officer will initiate an Incident Command System and establish a command post upon arrival at the

scene.

- d. The Fire Chief is responsible for determining cause and origin of the fire. If assistance is needed, a Sheriff's department fire investigator will be requested.

2. Boulder Communications

- a. Receive fire report and dispatch first response agency(s)
- b. Coordinate radio frequency assignments
- c. Dispatch additional resources as requested by Command

3. Boulder Sheriff's Department

- a. Meet with Fire Department Command Officer on scene and obtain briefing of incident
- b. Provide traffic and crowd control, scene security, or evacuation as needed
- c. Provide investigative assistance as requested by Command Officer. If a crime has been committed, or if fire is of suspicious origin, assume responsibility for investigation.

B. Mode 2

1. Fire Department

- a. Requests for additional resources
 - 1) Specific department or agency
 - 2) Type of equipment
 - 3) Manpower requirements
 - 4) Staging area location
 - 5) Contact for responding agencies

2. Responding Mutual Aid Agencies

- a. Acknowledge request and advise whether request can be filled and estimated time of arrival.
- b. Insure radios coming with Red 1 & 3 capabilities.
- c. Insure manpower enroute with someone in charge.
- d. Coordinate response with designated on-scene contact.

3. Boulder Communications

- a. Tone alert additional resources as requested by IC.
- b. Notify Emergency Services Personnel.

4. Boulder Sheriff's Department

- a. Assess need/implement road closures; advise Command on need for BES, CSP, LEU, for traffic control.
- b. Coordinate local warnings or evacuations
- c. Assist Incident Commander
- d. Coordinate assignment of additional County resources.
- e. Direct responding personnel and equipment to staging area.

C. Mode 3

A Mode 3 response to a structure fire assumes that the fire has involved the surrounding forest and is declared a Mode 3 by Incident Commander. The forest firefighting effort will then be conducted under Mode 3 forest firefighting procedures.

III. HAZARDOUS MATERIALS

29-22-102 Hazardous substance incidents - response authorities - designation.

(2) Every emergency response authority designated in or pursuant to this section shall be responsible for the emergency response to a hazardous substance incident occurring within its jurisdiction and for the emergency response to a hazardous substance incident which initially occurs within its jurisdiction but which spreads to another jurisdiction.

(3) (a) The governing body of every town, city, and city and county shall designate by ordinance or resolution an emergency response authority for hazardous substance incidents occurring within the corporate limits of such town, city, and city and county.

RESOLUTION NO. 84-9

"IT IS HEREBY RESOLVED that the Sheriff of Boulder County is appointed as the Emergency Response authority for hazardous substance incidents occurring in unincorporated areas of Boulder County pursuant to

C.R.S. 29-22-1102(3)(b), as amended in 1983."

RESOLUTION NO. 84-10

"IT IS HEREBY RESOLVED that pursuant to C.R.S. 29-22-102(3)(b) and (c) as amended in 1983, the delegation of authority from the Colorado State Patrol will be accepted and shall become effective upon receipt of the written delegation of authority. The Sheriff of Boulder County is named the emergency response authority for hazardous substance incidents occurring on any federal, state, or county highway located outside the municipal city limits within the County of Boulder, State of Colorado."

A. Mode 1

1. Fire Department

- a. Initiate Incident Command; establish a command post
- b. Evaluate the situation
 - 1) Determine the nature of the emergency
 - 2) Determine the hazardous material(s) involved
 - 3) Communicate findings to Boulder Communications
- c. Isolate the area for safety
- d. Determine needs
 - 1) Additional resources
 - 2) Specialists
 - 3) Actions to be taken
- e. Determine if department has capability to handle incident
 - 1) Protective clothing for incident
 - 2) Tools and equipment to handle incident
 - 3) Expertise to handle incident
- f. Coordinate operations with Sheriff's Department
- g. Determine procedures for handling incident
- h. Handle incident

2. Boulder Communications

- a. Tone local Fire Department and Sheriff's Department
- b. Tone additional resources as requested by Command
- c. Make notifications as requested by Command

- d. Provide limited technical information from available resources

3. Boulder Sheriff's Department

- a. Respond to call
- b. Evaluate the situation
 - 1) Determine the nature of the emergency
- c. Meet with Fire Department Command Officer
 - 1) Coordinate further actions to mitigate incident
 - 2) Evaluate Fire Department's ability to handle the incident
- d. Determine need for warning and evacuation
- e. Determine need for road closures and additional law enforcement personnel
- f. Determine responsible person(s), entity

B. Mode 2

1. Fire Department

- a. Request mutual aid from neighboring fire departments, or other agencies for manpower, water, additional equipment.
- b. Confers with the Sheriff's Department on the need for the County Hazardous Materials (Haz/Mat) Team.

2. Boulder Sheriff's Department

- a. Assess needs for Mode 3 operations

3. Boulder County Hazardous Materials Response Team

- a. Responds when specialized equipment and expertise is required
- b. Reports to Incident Command for assignment upon arrival
- c. Assess situation and provide task resolution to contain spill or leak

4. Boulder Communications

- a. Provide additional resources as requested by Command
- b. Determine need for MACS staffing if Center is overwhelmed with requests

C. Mode 3

1. Fire Department

- a. Transfers command to the Sheriff's Department
- b. Assumes Operations role for the incident

2. Boulder Sheriff's Department

- a. Assumes command of the incident
 - 1) Request additional resources as needed
- b. Determines need for Mode 4

3. Boulder Communication/MACS

- a. Provides additional resources as requested

D. Mode 4

1. Boulder Sheriff's Department

- a. Calls for State or Federal assistance
- b. Transfers command to State or Federal authorities

2. Fire Department

- a. Assumes roles as designated by Command

3. Boulder Communications

- a. Provides resources as requested

4. MACS

- a. Provides policy per Board of Directors
- b. Provides resources as requested

IV. FOREST FIRES

Four levels of government are involved in the prevention and suppression of forest fires in Boulder County; federal, state, county, and fire districts. Responsibilities are delegated by statute to each level, but these are modified by agreements and contracts among the agencies, informal understandings and the relative capability of the agencies to respond to and effectively suppress fires.

The federal government has the responsibility for fire protection on lands which are under its jurisdiction through the United States Forest Service, the Bureau of Land Management and the National Park Service.

The state government has responsibilities to assist in the protection of forests and watersheds on public and private non-federal land and these are administered through the Colorado State Forest Service.

The county government is given certain responsibilities by statute which are delegated to the Sheriff, who is to act as "Fire Warden" in instances of forest and prairie fires and to the County Commissioners, who control the county's financial aspects of fire suppression.

In Boulder County, first attack responsibility rests with the fire departments and fire protection districts in the forested areas. By virtue of their ability to make timely initial attack and to control the vast majority of forest fires which occur, and their obligation to protect threatened improvements, the fire departments are dispatched and respond to forest fires without regard to land jurisdiction. For forest fires on any lands, the responsibility of the fire department is to respond to, attack and control the fire if possible; and to call for additional assistance if necessary.

Command and financial responsibility for fires exceeding a fire department's resources and capabilities will be passed to the county or federal agency, as appropriate.

Cooperative Agreements

*** *Forest Fire Protection Agreement between Colorado State Forest Service and the U.S.D.A. Forest Service, Region 2, June 29, 1986***

This is a general agreement on firefighting policy in the State of Colorado. Each agency agrees to provide first attack support for the other on a reimbursement basis and the parties agree to share fire suppression costs on multi-agency fires on a proportionate basis of the land involved.

*** *Forest Fire Control Agreement, by and between Boulder County, Colorado State Forest Service, Arapahoe-Roosevelt National Forest, Canon City District, Bureau of Land Management and Rocky Mountain National Park 1986***

This agreement defines the basic working relationship among these five agencies in Boulder County. In this agreement, the fire departments are represented by the County. First and direct responsibility for fire suppression rests with the agency having land jurisdiction. Agencies taking independent fire suppression action are to notify the agency having jurisdiction as soon as feasible and suppression action by these agencies will be reimbursed. Costs of multi-agency fires will be

shared on a proportionate basis. There should be no delay in making initial attack by the fire departments pending determination of land ownership.

*** *Boulder County Annual Operating Plan***

An annual update to the Forest Fire Control Agreement. Adds basis for reimbursement for fires on federal land, rates for rental equipment and manpower and sets forth the MACS structure to be used on interagency fires.

*** *Emergency Fund Contract Agreement for Forest Fire Control, September 1966***

Establishes the conditions for implementation of the State Emergency Fire Fund. Under this contract, Boulder and other counties pay an annual fee to create an emergency fund. When county resources are exceeded on a fire, the State and Sheriff may agree to transfer firefighting responsibility to the Colorado State Forest Service to be paid from the fund.

*** *Boulder County Fire Mobilization Plan***

Describes the organizational structure and procedures to be applied to wildfire situations in Boulder County. A working set of procedures from initial attack until the capability of the county is exceeded and/or the fire is assumed by others.

A. *Mode 1*

1. *Fire Department*

- a. The initial response fire department is in charge of all fire operations.
- b. Upon arrival at the scene, Boulder Communications is advised of the situation and of major status changes during operation.
- c. The fire department command officer establishes incident command and a command post.
- d. The Incident Commander will attempt to determine cause and origin of the fire.

2. *Boulder Communications*

- a. Receive fire reports and dispatch first response agency
- b. Boulder Sheriff's staff and emergency services informational page

- c. Notify Colorado State Forest Service and U. S. Forest Service by tone alert of all forest fires and smoke reports
- d. Dispatch additional resources as requested by Command

3. Boulder Sheriff's Department

- a. Assist Incident Commander as needed
- b. Provide traffic and crowd control, scene security or evacuation as needed.
- c. Determine jurisdiction and/or ownership
- d. Provide investigative assistance to Command if a crime has been committed, take over and complete the investigation with any assistance requested of the fire department.

B. Mode 2

1. Fire Department

- a. Incident Commander requests mutual aid assistance;
 - 1) Department or agency wanted
 - 2) Type of equipment needed. (pumper, tanker, etc.)
 - 3) Personnel requirements
 - 4) Location of staging area and person to contact
- b. Requested agency responds;
 - 1) Request can/cannot be filled
 - 2) Estimated time of arrival
 - 3) Mobile radio(s) with Red 1,3
 - 4) Appropriate gear for all responding personnel
 - 5) Leadership appropriate for request
 - 6) Appropriate hand tools for responding personnel
- c. Incident Commander confers with Sheriff's Department for need for additional resources not routinely available;
 - 1) Slurry
 - 2) Helicopter and crews
 - 3) County, State or Federal resources

2. Boulder Communications

- a. Dispatch mutual aid departments and agencies as requested by Command

- b. Boulder Sheriff's staff and emergency services pages
- c. Initiate major events log
- d. Assign and coordinate frequency usage

3. Boulder Sheriff's Department

- a. Determine need for additional Sheriff's resources
 - 1) Mutual Aid Coordinator (standby or respond to sit-room)
 - 2) Emergency Services personnel
- b. Confer with Incident Commander
 - 1) Possible mode 3 operations
 - 2) Need for unusual resources
 - a) County, State, Federal
- c. Provide investigative assistance as required or requested
- d. Assess need/implement road closures
- e. Direct equipment and personnel to staging area

C. Mode 3

1. Boulder Sheriff's Department

- a. Assume Incident Command responsibilities
 - 1) Appoints an Incident Commander(s)
 - 2) Order additional resources as necessary
 - 3) Insure adequate staffing of IC positions
 - 4) Request Patrol Supervisor
 - a) Coordinate assignment of patrol and reserves
 - b) Provide adequate relief for division personnel
- b. Determine need for Mode 4 operations
- c. Request MACS be initiated at the Public Safety Building
- d. Provide logistical support for incident
- e. Assume financial responsibility for incident, beginning in Mode 3

2. Boulder Communications

- a. Begin MACS operations
- b. Shift resource request to MACS

3. Fire Departments

- a. Provide manpower and equipment requested by Command
- b. Provide relief crews for shift changes

4. Colorado State Forest Service

- a. On-call fire operations personnel respond
- b. Determine need for notification of CSFS Offices
- c. Determine need for additional CSFS personnel
- d. Provide assistance in the fire organization and expertise on fire behavior and control
- e. Determine need for additional CSFS resources
 - 1) State fire cache
 - 2) State Overhead Team
- f. Assume positions in organization as requested by IC.

5. United States Forest Service

- a. On-call fire operations personnel respond
- b. Determine need for notification of USFS Offices
- c. Determine need for additional USFS personnel
- d. Confer with IC on possible Mode 4 operations
 - 1) Request additional resources
 - 2) Request Overhead Team
 - 3) Request additional crews
 - 4) Determine time of transfer of command
- e. Send representative to MACS

D. Mode 4

Command and financial responsibility of a Mode 4 fire shifts to a state of federal agency. Personnel from local fire departments, or the county fire crew may be hired to fill organizational slots, or become part of the line suppression organization as needed.

V. EMERGENCY MEDICAL SERVICES (EMS)

Certain functions, such as emergency medical care, are specialty operations which normally are assumed by personnel properly trained and recognized as authorized specialists in the field. In life threatening situations, however, some operations must be undertaken prior to the arrival of recognized specialists. In such circumstances, emergency medical care is provided by the person or agency at the scene best qualified to render that service and these individuals will relinquish the control of that service upon the arrival of more qualified personnel or the authorized specialists.

In Boulder County, EMS is provided by public and private ambulance services, law enforcement agencies, rescue groups, fire departments, and hospital emergency rooms. Regulation is provided through State Statutes. Qualifications range from advanced first aid, EMT, paramedic, nurse and physician. Most agencies practice through the license of a physician advisor and follow protocols established by the advisor.

EMS can be provided at any type of incident, to victims of the incident, or to emergency services personnel responding to the incident. A mass casualty "Medical Emergency Response Plan" provides for a medical organization within incident command. The medical organization provides a "medical officer" to make/implement medical decisions at any type of incident requiring medical aid and a line organization to care for and transport patients for further treatment.

A. Mode 1 - Mode 2

1. First Arriving Unit: Certain duties must be performed by the first arriving unit, regardless of agency and specialty.

- a. Assessment of Incident
 - 1) Type of incident
 - 2) Exact location and orientation
 - 3) Number and severity of injured
 - 4) Special conditions
 - a) Fire or fire hazard
 - b) Parties pinned or trapped
 - c) Hazardous materials present or involved
 - d) Accessibility problem
- b. Transmit message to Boulder Regional Communications
- c. Request assistance as necessary
- d. Provide emergency care
 - 1) Provide care within capabilities

- e. Stabilize scene; initiate the Incident Command System
 - 1) Take precautions to prevent further injury
 - 2) Abate traffic hazards
 - 3) Stage arriving units
- f. Coordinate Command with arriving personnel

2. Incident Commander: Will be provided by agency(s) having jurisdictional responsibility for incident.

- a. Fire Department
 - 1) Structure fires
 - 2) Mode 1 and 2 forest fires
 - 3) Mode 1 and 2 hazardous materials incidents
 - 4) EMS incidents
- b. Boulder Sheriff's Department
 - 1) Mode 3 forest fire
 - 2) Mode 3 hazardous materials incident
 - 3) Search/rescue incident
 - 4) Crime scene
 - 5) Natural disasters
- c. Colorado State Patrol
 - 1) Personal injury vehicle accidents
- d. Ambulance
 - 1) Private line calls (non-criminal, non-emergency)

3. Medical Officer: Shall be familiar with all aspects of the Boulder County Emergency Medical System; shall be responsible for all emergency medical management and patient care at the scene. A flight nurse and paramedic are deemed equivalent in medical capability. If disagreement occurs, the Incident Commander will appoint the Medical Officer.

- a. Coordinate medical care and transportation of victims
- b. Request additional medical resources for incident
- c. Appoint personnel for medical organization

4. Agency Roles:

- a. Colorado State Patrol
 - 1) Immediate first aid
 - 2) Traffic, spectator, crowd control
 - 3) Traffic accident investigation

- 4) Provide scene safety and security
- b. Boulder Communications
 - 1) Dispatch initial agency(s)
 - 2) Process request for additional resources
 - 3) Coordinate frequency assignments
- c. Boulder Sheriff's Department
 - 1) Immediate first aid
 - 2) Traffic, spectator, crowd control
 - 3) Provide scene safety and security
- d. Ambulance Service
 - 1) Provide Medical Officer
 - 2) Provide scene to hospital communications
 - 3) Provide expertise and equipment for patient care
 - 4) Transport victims as necessary
- e. Fire Department
 - 1) Provide fire suppression and prevention
 - 2) Provide medical care as qualified
 - 3) Provide for helicopter landing zone management
 - 4) Provide and assist in traffic and crowd control
 - 5) Provide rescue services as required
 - 6) Emergency transport if required and licensed
- f. Rescue Agencies, e.g., BES, LEU, RMR, etc.
 - 1) Provide scene/rescue/medical services as required
 - 2) Provide traffic control

B. Mode 3

1. Boulder Sheriff's Department

- a. Assume Incident Command of incident

2. All other agencies assume positions in organization as required.

C. Mode 4

Command of incident assumed by State or Federal agency.

VI. SEARCH AND RESCUE

24-33.5-707 (10) The Sheriff of each county shall: (a)

Be the official responsible for coordination of all search and rescue capability and resources available within the county and request assistance from the division (state) only when and if he determines such additional assistance is required.

RMRG (Rocky Mountain Rescue Group), BES (Boulder Emergency Squad), and LEU (Longmont Emergency Unit) have contracts and operating agreements with the Boulder County Sheriff's Department and these documents further define operations between these groups and the Sheriff's Department.

A. Mode 1

1. First Arriving Unit: Certain duties must be performed by the first arriving unit, regardless of agency and specialty.

- a. Provide situation evaluation and update to communications.
- b. Locate and retain complainants, witnesses, potential witnesses
- c. Determine need for immediate, emergency actions to be taken
 - 1) Immediate first aid
 - 2) Hasty search
- d. Establish a Command Post and secure scene

2. Boulder Sheriff's Department

- a. Provide situation evaluation and update
 - 1) Evaluate need for search and/or rescue agencies, fire, ambulance, or other services
- b. Interview victims/witnesses and prepare reports
- c. Relay update information to Communications and responding personnel
- d. Upon arrival of responding personnel, confer with each agency leader on:
 - 1) Scope of operations
 - 2) Resource needs
 - 3) Status of other agencies
 - 4) Incident Command organization
 - 5) Control of access to operations based on weather and safety factors
- e. Appoint Operations Chief
- f. Assume responsibility for any law enforcement actions

- g. Order additional resources as necessary

3. Boulder Communications

- a. Dispatch fire, rescue, Sheriff's Department
- b. Notify affected agencies, State, Federal, etc.
- c. Initiate page notifications
- d. Dispatch additional resources requested by Command

4. Fire Department

- a. Provide knowledge of area and community
- b. Provide personnel
- c. Provide fire station as command post if needed
- d. Provide lighting and logistics
- e. Provide necessary first aid
- f. Prevent and control fires

5. Rocky Mountain Rescue

- a. Provide mountain search and rescue operations.
 - 1) Coordinate with Incident Commander on resource needs.
 - 2) Provide first aid until victim is turned over to ambulance personnel.
- b. Provide technical assistance to Command on searches and rescues.
- c. Provide personnel on searches and rescues.
- d. Provide technical search resources for downed aircraft.

6. BES, LEU

- a. Provide personnel for searches and rescues
- b. Provide equipment for search and rescues
 - 1) Tools for lighting, extrication, evacuation, water rescue, recovery, and stabilization
- c. Provide technical assistance to Command
- d. Provide organization for water rescue and recovery missions
 - 1) Personnel, equipment, expertise

- 2) Coordinate with Command for additional resources
- e. Provide first aid assistance
- f. Traffic/crowd control and scene security
- g. Food service
- h. Provide generator power if requested

7. Ambulance

- a. Treat and transport patient(s)
- b. Provide medical expertise to first responders, EMT's, and other emergency services personnel

8. Aircraft (helicopters, fixed wing) - All requests during search and rescue operations for military, commercial, helicopter ambulance, private, or Civil Air Patrol aircraft are made to Boulder County Sheriff's Department.

The Boulder County Sheriff's Department assumes financial responsibility for operating costs of only those aircraft approved and requested by the Boulder County Sheriff's Department.

The decision to request aircraft will be made after conferring with representatives of involved agencies and determining that aircraft usage is appropriate, safe and available.

- a. Criteria for use of aircraft:
 - 1) To provide prompt field care and transport for seriously injured patients for whom treatment would otherwise be seriously delayed by access limitations.
 - 2) To provide transport for medically stable victims who would otherwise suffer additional injuries or severe discomfort if evacuated by ground transport.
 - 3) To assist in search operations when time is critical and an aircraft can be expected to observe a victim from the air.
 - 4) To transport searchers and/or rescuers; and/or equipment to remote locations when time and/or access is critical.

B. Mode 2

1. Boulder Sheriff's Department

- a. Determines need for mutual aid resources for additional searchers, rescuers, expertise, officers and supervisors

- 1) Requests emergency services response
- 2) Request Patrol supervisor response
- 3) Requests additional resources

- b. Appoints personnel to fill additional organizational functions as necessary
- c. Plan for logistical functions for incident support

2. Assisting Agencies

- a. Continue providing services as assigned
- b. Coordinate with Command utilization of mutual aid agencies
- c. Provide for relief of personnel within agency

3. Boulder Communications

- a. Dispatch additional resources as requested by Command
- b. Coordinate frequency utilization
- c. Determine need for MACS Resource Coordinator callout

C. Mode 3

1. Boulder Sheriff's Department

- a. Implement full ICS organization
- b. Implement MACS function
- c. Provide for extended search and/or rescue operations
 - 1) Planning
 - 2) Logistics
 - 3) Operations
 - 4) Financial
- d. Obtain 'long term" Command Post facilities
- e. Brief all agency representatives on situation, objectives and Operations planning
- f. Determine resources necessary for extended operations

2. Boulder Communications

- a. Provide on-site Communications Center
 - 1) Relay request to MACS
 - 2) Designate frequency usage for incident

3. *Assisting Agencies*

- a. Provide personnel, equipment and resources as requested by Command

4. *MACS*

- a. Staff positions at Public Safety Building
 - 1) Board of Directors
 - 2) Situation status
 - 3) Resources allocation
 - 4) Facilitator
 - 5) Public Information Officer
- b. Provide resources as requested by Command

D. Mode 4

Situation requiring assistance and assumption of Command and financial responsibility by State or federal Agencies. All Boulder County Agencies will assume roles and responsibilities as designated by agency assuming Incident Command.

VII. NATURAL DISASTERS

24-33.5-703 (1) "Disaster" means occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or man-made cause, including but not limited to fire, flood, earthquake, wind, storm, wave action, oil spill or other water contamination requiring emergency action to avert danger or damage, volcanic activity, epidemic, air pollution, blight, drought, infestation, explosion, civil disturbance or hostile military or paramilitary action.

"Search and rescue" means the employment, coordination and utilization of available resources and personnel in locating, relieving distress and preserving life of, and removing survivors from the site of a disaster, emergency, or hazard to a place of safety in case of lost, stranded, entrapped, or injured persons.

24-33.5-707 (10) The sheriff of each county shall: (a) Be the Official responsible for coordination of all search and rescue operations within his jurisdiction.

Make use of the search and rescue capability and resources available within the county and request assistance from the division only when and if he determines such additional assistance is required.

A. Flood

Flash flood detection, rainfall and streamflow forecasting for Boulder County and its municipalities are performed on a centralized basis through the Multiple Agency Coordinating System (MACS). The purpose of the operation is to collect, evaluate, analyze and display information pertaining to the potential occurrence of flooding in any of the Boulder County Drainages, and to make that information available on a timely basis to persons charged with making decisions affecting the safety of the public.

Each jurisdiction is responsible for activating the public safety response it determines to be appropriate for the situation.

1. Mode 1

The meteorological potential of a flood producing storm has been observed. (Message 1, Private weather service, automated rain gauge readings of a total of 1" or a rate of 2" per hour [1/2" in 15 minutes]).

a. Boulder Communications

- 1) Monitors weather radar
- 2) Monitors the "STORRM" computer system
- 3) Pages the emergency services group
- 4) Monitors incoming meteorological and hydrological data
- 5) Notify on-duty shift commanders of Mode 1
 - a) Sheriff's Department
 - b) Boulder Police Department
 - c) Boulder Fire Department
 - d) Longmont Fire Protection District
- 6) Confer with Emergency Services personnel

b. Emergency Services Group

- 1) Confer with Communications
 - a) Determine need to respond to Public Safety Building
 - b) Determine need to make further notifications
- 2) Determine need to establish Mode 2 operations

2. Mode 2

The possibility of flooding exists and mobilization of public safety agencies in the affected floodplains is required. ***The responsibility for preparatory mobilization is transferred to the various agencies affected.***

a. Boulder Communications

- 1) Notify all affected agencies of Mode 2 operations

- 2) Broadcast Citizen Alert message
- 3) Mobilize necessary staffing levels in Center
- 4) Assign frequencies to jurisdictions or functions
- 5) Send dispatcher to Patrol, for redundant logging and possible hand off if Public Safety Building system crashes

b. Emergency Services Group

- 1) Activate MACS flood organization
 - a) Appoint Facilitator
 - b) Appoint Situation Officer

c. Boulder Sheriff's Department

- 1) Administrative Personnel
 - a) Staff MACS organization
 - b) Make internal notifications
 - c) Establish command function at Public Safety Building
 - d) Establish phone link to Operations (Patrol)
- 2) Patrol Supervisor
 - a) Mobilize Operations function (Patrol Site)

d. Fire Departments

- 1) Make internal notifications
- 2) Mobilize personnel
- 3) Monitor rain and stream gauge assignments

e. MACS

- 1) Staff flood detection organization
- 2) Determine need for Mode 3 operations

3. Mode 3

Flooding is probable; jurisdictions decide necessary actions to implement local flood plans.

a. Boulder Communications

- 1) Notify all affected jurisdictions and agencies
- 2) Broadcast Citizen Alert message
- 3) Activate Civil Defense sirens
- 4) Coordinate frequency assignments

b. Boulder Sheriff's Department

- 1) Command
 - a) Initiate decision to warn unincorporated area
 - b) Implement operations policy
 - c) Determine affected areas
 - d) Mobilize County resources for deployment into affected areas
- 2) Operations
 - a) Assign personnel to affected drainages

- b) Mobilize county resources
- c) Establish road blocks
- d) Coordinate warning efforts
- e) Coordinate incident communications of affected agencies

c. Fire Departments

- 1) Implement local flood plans
- 2) Assist local citizens
- 3) Establish road blocks
- 4) Determine resources necessary for extended operations
- 5) Communicate local observations

d. MACS

- 1) Implement full MACS organization
 - a) Board of Directors
- 2) Determine affected drainages
- 3) Determine lead time and size of flood
- 4) Determine need for Mode 4 operations
- 5) Inform all affected agencies

4. Mode 4

Flooding is occurring. Search and rescue operations are established by affected jurisdictions and agencies. Recovery operations are planned. Disaster plans are in effect. County, State and Federal agencies are notified; may assume responsibility and command.

a. Boulder Communications

- 1) Continue frequency coordination
- 2) Continue support of MACS operation

b. Boulder Sheriff's Department

- 1) Command
 - a) Implement search and rescue policies
 - b) Prioritize resource needs
 - c) Provide logistical support for field operations
- 2) Operations
 - a) Coordinate County search and rescue operations
 - b) Relay resource needs to command
 - c) Coordinate incident communications traffic
 - d) Secure evacuated areas against looting
 - e) Provide information to affected agencies as to road closures

c. MACS

- 1) Provide current situation status
- 2) Allocate resources among jurisdictions
- 3) Coordinate victim relocation
- 4) Provide logistical support to incident

d. Fire Departments

- 1) Provide search and rescue operations
- 2) Provide situation status information to Command
- 3) Provide mutual aid assistance as available and necessary
