

AGENDA
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, February 2, 2011, 9:00 a.m.
Media Center Room, Emergency Operations Center
500 E. Temple Street, Los Angeles, CA 90012

- I. Call to Order, Introductions, Approval of Minutes**
- II. Subcommittee Reports and Planning Teams**
 - Budget – Bruce Aoki
 - Community Preparedness – Larry Meyerhofer
 - Disabilities and Access and Functional Needs - TBD
 - Human Resources – Arnie Surmenian
 - Information Technology – Kevin Crawford
 - Logistics – Eric Robles
 - Operations – Rob Freeman
 - Planning – Eric Baumgardner
 - Shelter and Welfare – Albert Torres
 - Training / Exercises– Quentin Frazier
 - Others
- III. Brush Fire Annex – Eric Baumgardner**
- IV. Old / New Business**
- V. Adjournment**

EMC Meeting Information is available on the Emergency Management Department website at <http://emergency.lacity.org/> - Click on Emergency Operations Organization, then EMC. If you would like to be added to the EMC email distribution list, please send an email to cecilia.law@lacity.org or contact Cecilia Law at (213) 484-4895.

Upon request, sign language interpretation, real-time translation services, agenda materials in alternative formats, and other accommodations are available to the public for City-sponsored meetings and events. All requests for reasonable accommodations must be made at least three working days (72-hours) in advance of the scheduled meeting date. For additional information, contact the Emergency Management Department at (213) 485-2121.

City of Los Angeles EMERGENCY OPERATIONS PLAN



Brushfire Response Annex

CREATED
JANUARY 2011

REVISED
JANUARY 2011



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Annex Development and Maintenance

This Annex is developed in support of the City of Los Angeles Emergency Operations Plan to facilitate response to brushfire emergencies.

This Annex is developed in cooperation and with input from the City departments with primary response/support activities, as well as input from appropriate non-City agencies with identified activities related to brushfire emergencies.

This Annex is developed to describe the overall Citywide response function and capabilities and is to be used by each department identified within this Annex to develop their own Standardized Operating Procedures (SOP) specifically for their department to direct tactical operations. When developing SOPs, each department is to take into consideration all of the activities identified in this plan directly related to their own department as well as how those activities interact with, support or require support from other departments identified within this plan. If at any time, any department identifies a conflict in how their field response/support activities are performed in comparison to what is described in this Annex, identifies a conflict in how their SOP activities are described in comparison to what is described in this Annex, identifies a conflict between their listed activities and/or responsibilities within this Annex and how they relate to or support another department's listed activities, such conflict is to be immediately reported to the Emergency Management Department – Operations Division – Planning Unit.

This Annex is to be corrected immediately upon notification or observation of any operational errors or conflicts. Such corrections are to be reflected within the Record of Revisions.

Every other year, a formal review of this Annex shall be conducted by departments and agencies that are identified within the Annex, as well as any other departments or agencies that may need to be part of the review process. The Emergency Management Department – Operations Division – Planning Unit shall lead such effort. Upon completion of such formal review, all corrections to the plan shall be reflected within the Record of Revisions.

Record of Changes

Each revision or correction to this Annex must be recorded. The record contains the date, location and brief description of change as well as who requested or performed such change.

Once corrections have been made and all affected parties notified of such correction, the type of correction and how it impacts the plan shall be forwarded to the Emergency Operations Board (EOB) for approval at the next possible EOB meeting. The correction shall remain temporarily in effect within the Annex until such time that EOB can officially approve or deny such correction.

Record of Revisions			
Date	Section/Page	Description of Change	Changed Requested or Performed By (name & department)

Background

The City of Los Angeles maintains a Local Hazard Mitigation Plan that outlines brushfire-related hazards and identifies specific projects to mitigate brushfire hazards or lessen the effects of a brushfire occurrence.

In addition, each City department is required to develop and maintain a Department Emergency Plan which outlines and dictates department-specific roles and responsibilities to a variety of hazards in an “all hazards” approach. These Department Emergency Plans must meet National Incident Management System criteria as well as standards outlined by the City’s Emergency Management Department.

The City of Los Angeles also maintains an Emergency Operations Plan (EOP) along with EOP hazard-specific Annexes, such as this Brushfire Annex. The Annexes contain City department-specific roles and responsibilities as they pertain to a significant incident or disaster. Each department represented in the Annex has identified key “Pre-Event,” “Initial Size Up,” “Initial Response,” “Expanded Response,” and “Immediate Recovery” tasks that are outlined in detail in the Concept of Operations section of this Annex, as well as a summary of each department’s documentation and time keeping procedures.

The City’s Hazard Specific Response Annexes are developed by incorporating a comprehensive planning process led by the Emergency Management Department Planning Unit, which includes the participation of all appropriate City departments that have a significant role and responsibility in response and recovery efforts.

Another component of this plan is training and exercise. The Training and Exercise Unit of the Emergency Management Department trains and exercises all emergency operations plans and annexes to ensure thoroughness and accuracy. Exercising emergency operation plans is accomplished through tabletop, functional and full-scale exercises involving all departments and agencies that have a responsibility to the Emergency Operations Organization (EOO). Lessons learned from exercises are identified in After Action Reports and corrective measures are incorporated through plan revision. A robust training and exercise program ensures that City personnel and partner agencies respond to emergencies in an efficient and effective manner.

Wildland fires have always been a natural occurrence in the Southern California area and it is widely recognized that fire plays a significant role in nature’s life cycle. However, as human development continues to expand into the Wildland Urban Interface (WUI), wildfires pose an ever-increasing danger to life, property and the environment. The severity of a wildland fire, in and/or adjacent to an urban area, is not necessarily directly proportional to the number of acres burned. The significance of a wildland fire can be influenced by a great number of factors, including but not limited to:

- Human life loss
- Animal life loss

- The number of structures burned, damaged or threatened
- Watershed damage
- Loss of natural resources
- Loss of critical infrastructure
- Loss of properties with cultural and/or historic significance
- Inconveniences caused by evacuations
- Road / travel route closures
- Utility service disruptions

Wildland fires can be ignited by natural, accidental human, intentional human and public utility causes. Historically, lightning has accounted for the vast majority of natural fire starts throughout the world. However, lightning strike fires in the Los Angeles area are very rare. Accidental human causes, i.e. auto fire, sparks created by equipment, open fire, account for the majority of wildland fire ignitions. Arson fires are always a concern and, in today's world, we cannot overlook the possibility of terrorists using wildland fires as a weapon.

BRUSHFIRE ANNEX

I. PURPOSE, SCOPE, & ASSUMPTIONS

This annex is not a standalone plan, but is intended to augment the City of Los Angeles Emergency Operation Plan and procedures, and along with departmental plans and Standard Operating Procedures (SOPs), provide direction and guidance to department supervisors.

A. Purpose

A major brushfire occurring in any jurisdiction could cause extensive property damage, loss of life, and influence natural hazards in the future, such as debris flows and water quality. In the City of Los Angeles, brushfires are a major threat due to unique fuel, terrain, and climatic conditions, as well as many miles of rural/urban interface. The potential for brushfires intensifies when dry “Santa Ana” winds arrive in the fall and winter seasons. The purpose of this Annex to the Emergency Operations Master Plan of the City of Los Angeles is to provide direction and guidance to the City of Los Angeles in responding to significant incidents involving a brushfire that exceeds the scope of incidents managed at the field level.

The Annex has been developed to meet the following objectives:

- Provide a concept of operations and identify roles and responsibilities for each appropriate department within the City of Los Angeles.
- Define procedures necessary for the rapid notification of City departments and the public in the event of a brushfire.
- Identify actions to minimize loss of life and property that can realistically be accomplished within a few hours to a few days and actions that can be taken to mitigate any adverse impact.
- Ensure consistency with Federal, State of California, the Los Angeles County Operational Area, and other local governments’ emergency response plans and operations.
- Ensure compliance with Federal and State laws pertaining to emergency management and for people with disabilities.

Management of a significant incident is a critical function performed by members of different responding agencies. It is vital for all personnel from the respective identified departments within this annex to be familiar with the procedures outlined in this annex as well as be familiar with their own department’s Standard Operating Procedures (SOP) that directly relate to or support this annex, as well as be familiar with the procedures within this annex of other responding agencies. All City departments that have responsibilities during this identified

hazard response have contributed to the development of this annex that delineates their responsibilities during such an event.

B. Scope

This Annex is applicable to City departments with Emergency Operations Organization (EOO) responsibilities and other departments with essential resources. Of particular importance to this plan are:

- City Departments with emergency public safety functions.
- City Departments that primarily support departments with public safety functions.
- City Departments with facilities or infrastructure in brushfire zones.

C. Assumptions

Historically, the single most important factor contributing to the severity of wildland fires in the Southern California area is wind. Strong offshore Santa Ana winds are created by high pressure weather systems that force generally hot and dry air from the inland deserts toward the Pacific Ocean. Typical Santa Ana events last multiple days with fire behavior becoming more severe the longer the weather event lasts.

For the purpose of this Annex, it is assumed that the wildland fire occurs during a typical Santa Ana wind event, emergency resources are at normal response capabilities and the wildland fire is the only or most significant incident in the city. For example, the fire is not a result of a large earthquake or a massive terrorist event.

In a catastrophic incident, damage control and disaster relief will be required from the State and federal government, other local governments and private organizations.

- The City Emergency Operations Center (EOC) could be activated if the event were significant enough to trigger an emergency condition of potentially dangerous proportion.
- Fires may encroach upon campgrounds, parks, and other outdoor recreation facilities, requiring search and rescue operations.
- Residents could be displaced, requiring shelter and welfare needs. Sheltering activities could be short term or long term depending on the severity of the incident.
- Vital infrastructure such as potable water supplies, electrical power, natural gas and sewer services could be compromised.
- Transportation infrastructure could be damaged and in limited operation.
- Communications infrastructure could be damaged, causing disruption in land-line telephone, cellular telephone, radio, microwave, computer and other communication

services.

- Staffing assignments for Fire Department Pre-Deployment are not affected by station closures.

II. CONCEPT OF OPERATIONS

A. Pre-Event

As part of its pre-event phase, the City engages in training and exercises specifically designed to test elements of this Brushfire Annex. However, since there are specific environmental conditions that increase the potential for fast-moving brushfires to occur, the Los Angeles Fire Department has designated “Red Flag Days” that call into action the pre-event phase tasks outlined below.

Red Flag Days are days with a wind speed of 25mph or more, and a relative humidity level of 15% or less. The Fire Department’s Division 3 (San Fernando Valley) calculates the Brush Burn Index, which is sent to the Fire Department’s Operations Control Division (OCD) and then distributed to individual fire stations. Other city departments, as necessary, are notified of red flag days individually.

Animal Services:

1. Communications

- The Emergency Preparedness Coordinator shall update emergency phone contact lists and provide a review of notification procedures yearly.
- The Emergency Preparedness Coordinator shall complete a check of communication systems which include landlines, cellular phones, and two way radios quarterly.

2. Logistics

- The Agency Representative at the Incident Command Post will identify the need for and request the Pre-identified Volunteers (Volunteer Emergency Equine Response Team).
- The Center Manager for each Care Center has ordered Emergency Supplies responsible for maintaining these items at the facility.
- The North East Animal Care Center has been pre-identified as the Care Center to shelter the evacuated animals.
- Pre-identified off-site sheltering include Pierce College, Hansen Dam Equestrian Center, and Los Angeles Equestrian Center locations.

Fire Department:

1. Preparedness

- Combustible Roof Prohibition

- Brush Clearance and Landscape Vegetation Management Programs
- Red Flag No Parking Program and Ordinance
 - The Fire Department and Department of Transportation, with the assistance of the City Council, have developed a program to remove parked vehicles in Very High Fire Hazard Severity Zones on Red Flag Days. Key areas such as narrow roads, hairpin turns, tight curves, and potential choke points are highlighted and signed for no parking in those areas on Red Flag Days.
- Pre-Deployment of Resources
 - The following is the Staffing/Pre-Deployment Matrix, which shows the type and number of resources pre-deployed over the range of qualifying Burn Index ratings.

	BI 0-161	Extreme BI 162-211 1300 hours	Critical BI 212+ 1000 hours	Red Flag Alert 1000 hours
Engine pre-deployed	No	(8) FS28,71,77,84,91,97,99,106	(3) FS 71, 84, 91	(3) FS 71, 84, 91
3-Engine Task Force pre-deployed	No	FS 88	(5) FS 28, 77, 97, 99, 106	(5) FS 28, 77, 97, 99, 106
Strike Team pre-deployed	No	No	FS 88	FS 27,88
Hire back for Strike Team Leader	No	No	Yes	Yes
Selected 200-series engines staffed	No	No	Consider	Consider
Dozer Staffing	No	1 Dozer	Dozer S/T 1000	Dozer S/T 1000
Air Ops hires back BC	No	Yes	Yes	Yes
Brush Patrols staffed	No	Consider	Yes	Yes
Water Tenders staffed	No	Consider	Yes	Yes
Priority Parking				

Enforcement	No	No	No	Yes
Community Fire Patrols activated	No	No	No	Yes
Equestrian Mounted Fire Patrols	No	Consider	Consider	Consider

- Community Fire Patrols
- Equestrian Mounted Fire Patrol
- Supply Caches and Staging Locations
 - In addition to the pre-deployment of resources, the LAFD has cached the following supplies and identified the following staging locations:
 Barricade – 1 pallet deployed at Fire Stations 19, 23, 41, 74, 86, 88, 106
 Fuel Pod – Diesel pod deployed at S&M and Fire Stations 21, 23, 106
 Strike Team Staging – Fire Stations 1, 3, 18, 23, 26, 28, 74, 77, 84, 88, 89, 112

ASSIGNMENT OF RESPONSIBILITIES

- a. Administrative Services Bureau
 - (1) Maintain inventory of maps and provide cartography/drafting services.
- b. Bureau of Fire Prevention and Public Safety
 - (1) Conduct annual brush clearance program to ensure compliance with brush clearance ordinances.
- c. Emergency Services Bureau
 - (1) Collect and distribute daily weather reports to fire suppression resources.

General Services Department:

Information not yet received.

Information Technology Agency:

Information not yet received.

Police Department:

Information not yet received.

Public Works:

- 1. Planning

- Bureau of Street Services provides brush clearance abatement work on approximately 12,000 private parcels, pre-identified by Public Works Committee and City Council
- All public works bureaus provide up to date emergency contact lists

ASSIGNMENT OF RESPONSIBILITIES

- a. Street Services
 - (1) Lot cleaning division provides brush clearance through its annual Weed Abatement Ordinance for pre-identified fire hazard locations.
 - (2) Provides an updated contact list to OCD and Duty Officer at EMD annually.
 - (3) Updates bureau emergency plan annually.
- b. Sanitation
 - (1) Provides an updated contact list for debris basin and catch basin clearing to OCD and Duty Officer at EMD annually.
 - (2) Updates bureau emergency plan annually.

Recreation and Parks:

1. Preparedness
 - Rangers will conduct regular inspections of hydrants within Griffith Park and Elysian Park and shall notify LAFD OCD when fire hydrants are inoperable.
 - Rangers shall monitor Burn Index on a daily basis
 - Smokey Bear signs within Griffith Park are adjusted to reflect Burn Index
 - Early deployment of brushfire teams and appropriate apparatus
 - Recreation and Parks contracts yearly brush clearance at designated locations in High Severity Zones, including Griffith Park, Elysian Park, Runyon Canyon and Debs Park
 - Recreation and Parks manages transient encampments at regional parks with the assistance of maintenance division, park rangers or Office of Public Safety to schedule regular removal and clean-up of the hazardous encampment (cooking and open fire)
2. Training and Planning
 - Park Ranger Division trains park rangers in brush fire behavior and response, yearly.
 - Park Ranger Division liaisons with local LAFD Stations for Planning.
 - Rangers will review escort protocol
 - Rangers escort LAFD units from designated meeting locations to location of the incident.
 - Rangers will review evacuation protocols
 - Rangers will review localized response plans (e.g. Kirkwood Bowl)
 - Rangers will provide frequent patrols of facilities within Severe Fire Zones (Boys and Girls Camp)

Transportation:

1. Communications

- Administration, Field Operations, Engineering, Parking Management, and Transit Division update emergency phone contact lists and provide a review of notification procedures.
- Parking Management, Field Operations and Engineering divisions complete a check of communication systems which include landlines, cellular phones and two way radios.

2. Response

- During Red Flag Warning conditions and upon notification from the Los Angeles Fire Department, designated roads in the Red Flag Parking Restriction zones are patrolled by Parking Management and vehicles observed in violation of the restriction are cited and towed.
- Engineering, Parking Management and incident specific department representatives participate and report Department operational status, staffing, and deployment capabilities to the Emergency Management Department Duty Officer during periods where the potentiality for brushfires is high.

3. Logistical Support

- Parking Management, Field Operations and Engineering will inventory emergency supplies and replenished as necessary.
- Parking Management, Field Operations and Engineering emergency response vehicles fuel tanks to be maintained at full

4. Administration

- Administration identifies and reviews documentation requirements and review with Parking Management, Field Operations and Engineering to ensure future recovery efforts are facilitated.

Water and Power:

1. Administration

- Annually review and update emergency response plans that provide for the rapid assessment of damage, re-establishment of communications and control, repair of damages, restoration of services and provide for post response evaluation of performance. These plans shall also include considerations for the health, safety and well-being of employees and their families.
- Review, maintain, and update emergency call-out lists and lines of succession, including personnel involved in primary and alternate emergency response centers, as often as required but not less than once a year.
- Annually review and update records, procedures, maps and drawings to provide operational functionality during emergency conditions.

- Annually review a cost reporting system consistent with Federal Emergency Management Agency requirements, to capture costs associated with System assessment, recovery and restoration.
- On an annual basis, review and maintain alternate water supply plans to restore adequate quantities of water for customer service in the event of loss of normal supply sources.
- On an annual basis, review and maintain alternate power supply plans to restore adequate levels of power for customer service in the event of loss of normal supply sources. These annual reviews will also take into consideration power system issues state wide in regards to seasonal predictions.
- On an annual basis, review mutual assistance agreements with other parties and revise as required.
- Review, maintain, and conduct annual drills of business resumption plans.
- Review with and update employees of alternate work locations where they must report when their primary becomes unsafe or if they are unable to report to or communicate with their primary work location.
- On an annual basis, prepare and distribute emergency preparedness information to customers.

2. Preparedness

- Identify Water and Power System Assets that would be in brush fire high risks zones.
- Re-deploy resources from low risks regions to high risks region for possible use during an emergency incident.
- Identify on-call personnel for response to field and City EOC.
- Distribute on-call personnel information to appropriate supervisors and the VOC.

ASSIGNMENT OF RESPONSIBILITIES

- a. Fleet Services
 - (1) Ensure the safety and readiness of response trouble service fleet.
- b. Public Affairs Division
 - (1) Division Director will act as Department's PIO.
- c. Office of Emergency Management
 - (1) Will act as Department's Liaison Officer and coordinate all requested and required information from supporting City agencies.
 - (2) Will also ensure the compliance with the annual updates requirements for all plans, policies, and procedures.

B. Initial Size-Up

The Initial Size-Up phase of response occurs when pre-identified stakeholder departments are notified, dispatched, and arrive on scene to determine the extent of the situation. These pre-

identified departments will also provide the initial elements of the City's situational awareness by providing initial field observations, including:

- Size and rate of fire speed
- Type of fuel
- Water resources
- Manpower resources
- Pertinent burning conditions (weather, time of day, winds, etc)

Immediately following any report of a brushfire occurrence capable of expanding into an event that could produce a significant impact on life, infrastructure, or property, the following pre-identified departments will immediately perform the following functions:

Animal Services:

1. Command and Control

- The Agency Representative shall attend Incident Command briefing on the current situation and brief staff.
- The Director of Field Operations will establish overall policies and coordinate with the City Emergency Operations Board when activated.
- The Captain of Emergency Preparedness will report to the Incident Command as the Agency Representative and assess the overall needs of the Department, and cause the deployment of resources based on that determination.
- All Captains and Lieutenants shall report to the Agency Representative with reports of their staffing deployment and needs.
- The Agency Representative will decide whether to open the North East Animal Care facility, Pierce College, Hansen Dam or LA Equestrian Center for the intake of animals/livestock as evacuated and assign a Shelter Unit Leader.
- If needed, Field Officers, Animal Care Technicians and Registered Veterinary Technicians shall be deployed to offsite facilities where animals/livestock are evacuated.

2. Communications

- The Agency Representative shall establish a communication plan and disseminate it to all field staff.
- The field staff's primary communication shall be their assigned 800 MHZ radios.
- Landline communications will be established, if practical, in a concerted effort to reduce radio traffic.

3. Logistics

- Logistical needs shall be addressed as early as practical to facilitate requests arriving in a timely manner.
- Captains shall determine the overall needs of their facilities and the Shelter Unit Leader for off-site shelters shall determine the overall needs of their temporary facility.

- The Agency Representative or their appointee shall consider the needs for staffing, evacuated animal needs, equipment, supplies, personnel relief, food, water, fuel, supplies, etc.
- Employees are expected to report to work at their normal shift, unless they have been called out by management for emergency duty or informed over the Emergency Alert System or other media that the Mayor's Office or the City Emergency Operations Board has directed that non-immediately essential employees are not to report to work.
- The Agency Representative shall decide whether to activate the Volunteer Emergency Equine Response Team (VEERT).

Fire Department:

1. Communication

- Information generated by emergency resources dispatched after receipt of a call through the 9-1-1 system.
- Initial resources arriving on scene provide a comprehensive radio report to the OCD.

2. Deployment

- When the initial resources arrive on-scene, they provide a comprehensive radio report to OCD and request additional resources as necessary.
- LAFD will begin to implement our Emergency Plans and perform personnel accountability, including determining the release, recall or reassignment of personnel and resources.

ASSIGNMENT OF RESPONSIBILITIES

- a. Administrative Services Bureau
 - (1) Maintain inventory of maps and provide cartography/drafting services.
 - (2) Initiate accounting services.
 - (3) Initiate cost recovery tracking and analysis.
- b. Emergency Services Bureau (Air Operations)
 - (1) Respond with water dropping helicopters and reconnaissance helicopter as necessary.
- c. Emergency Services Bureau (Fire Suppression)
 - (1) Fire suppression resources will be dispatched according to the LAFD brush fire matrix.
- d. Training & Support Services Bureau (Operations Control Division)
 - (1) Establish alternate dispatch facility if needed.
 - (2) Triage calls for service.

General Services Department:

Information not yet received.

Information Technology Agency:

Information not yet received.

Police Department:

Information not yet received.

Public Works:

Continue actions as outlined and described in previous section. Evaluate situation and provide support as requested by responding agencies.

Recreation and Parks:

1. Communications

- Watch commander communicates with LAFD OCD to provide initial size up information (size, wind direction, terrain, etc) if incident is within Griffith Park.
- Park Ranger Communications receives and dispatches for all incidents of reported brush fire utilizing a centralized radio communication system to park rangers in the field, a computer aided dispatch system, and various protocols. The main phone number is (323) 644-6661. The center is located in Griffith Park. A watch commander is available.
- Park Ranger Communications establish communications with other agencies including LAPD, Office of Public Safety, and others as needed.
- Park Ranger Communications documents incidents in chronological order.
- Park Ranger Communications dispatches park rangers to the incident, incident command post, and escort locations as needed or requested.

2. Deployment

- The Incident Command System is employed by Recreation and Park staff, including Park Ranger Division.
- First person on-scene is the Incident Commander until relieved.
- Park Ranger assigned to LAFD Incident Command
- Park Ranger Division deploys park rangers in brush fire teams with appropriate apparatus.
 - Water Tenders (2)
 - Brush Engines (2)
 - Brush Patrol Trucks (5)
 - Park Ranger Patrol SUV
- Event Action Plan
 - Initial Size Up protocol within daily practice of Park Ranger Division

Transportation:

1. Communications

- Parking Management, Field Operations and Engineering identify communication

channels for responders

2. Response

- Parking Management will direct and control traffic support emergency response operations.
- Administration, Engineering, Parking Management and Transit Division assess situation and department resources and capabilities.

3. Logistics

- Parking Management, Field Operations and Engineering assess emergency response supplies.

4. Recovery

- Parking Management, Field Operations and Engineering document all actions taken during initial size up phase.

Water and Power:

1. Intelligence

- Customer Services Utilities Services Manager will activate customer service information centers in order to collect possible damage information such as location and severity of damage.
- The General Manager, or his designee, will request the activation of Department DOCs the Water System (Emergency Command/Control Center), Power System (Emergency Management Control Center), and General Manager's Crisis Management Center for information collection.
- OEM staff will contact the Emergency Management Department, Los Angeles Police Department and the Los Angeles Fire Department to determine the need for our staff in the field, at designated command posts.

ASSIGNMENT OF RESPONSIBILITIES

a. Customer Service

- (1) Implement continuous shift coverage at Electric Trouble Board.

b. Office of Emergency Management

- (1) Will act as Department's Liaison Officer and coordinate all requested and required information from supporting City agencies.
- (2) Ensure compliance with the annual updates requirements for all plans, policies, and procedures

All City departments will follow the policies and procedures as outlined in their department's Department Emergency Plan regarding the release, recall or assignment of personnel in an emergency situation. In addition, Department Emergency Plans should identify solutions to the logistical needs of the department to sustain personnel and operations during an emergency.

C. Initial Response

The Initial Response phase of response occurs when all City departments begin dispatching resources on an individual basis. Resources are deployed with an eye towards protecting nearby persons, property, and the environment. The Fire Department and others begin assessing the need for increased resources and possible evacuation plans.

Departments will begin to implement their Department Emergency Plans and determine the recall or reassignment of personnel.

Public safety departments will begin initial triage of 'calls for service' and prioritize response efforts with life preservation/life safety being the priority and property conservation being a secondary response effort. Other City departments with infrastructure or vital service obligations will begin response efforts per their Department Emergency Plan or Departmental Standard Operating Procedures.

Actual incident command of individual brushfire incidents will be handled at the field level. In the event of multiple widespread brushfires, Area Command may be established to effectively manage field resources.

The initial brushfire response efforts will most likely be under the sole control of the Los Angeles Fire Department as the Incident Commander or in a Unified Command Role with other City departments.

If the incident requires operational and logistical support above and beyond what the IC can provide, then activation of the Emergency Operations Center (EOC) is requested. The EOC provides coordination of resource support to the incident and situational awareness to all supporting agencies. The EOC Director will be from the appropriate department with primary responsibilities related to the incident during that phase of the operation, or the EOC may organize under Unified Command with multiple EOC Directors working in cooperation to support the incident. The EOC will be staffed by representatives of departments providing resource support to the operation. External agencies, such as the County of Los Angeles, America Red Cross, Southern California Gas Company and other appropriate agencies may be requested to send a representative to the EOC.

Mutual aid is an option to the Incident Commander if city resources are exhausted, overwhelmed or there is a need for specialized equipment or subject matter experts. The IC will convey the need for mutual aid or other specialized assistance to their respective Operations Centers, where staff will follow pre-defined protocols for requesting and activating mutual aid within the region.

If federal resources are requested, or if the incident is catastrophic, the federal government can activate Emergency Support Functions (ESF) in support of the incident. Coordination of ESF efforts will be done at a Joint Field Office established as a response effort of the federal government. Locally ESF response will be managed in a coordinated effort between States, county and local agencies.

Department Emergency Plans should identify solutions to the logistical needs of the department to sustain personnel and operations during an emergency.

Animal Services:

1. Command and Control

- The Agency Representative will have a Lieutenant or their designated representative report to staging area for effective control of resources during the performance of evacuations and other related activities.
- The Captains of each animal care facility are responsible for checking the fire suppression equipment at the shelter to which he or she is assigned. They will coordinate activities within each of their facilities and provide necessary direction and control to ensure effective deployment and optimum utilization of available resources. They will reassign resources to meet the specific needs within that facility and coordinate resource allocation with the Agency Representative.
- Officers shall report to their Lieutenants as directed for command of assignments directed by the Agency Representative.
- Animal Care Technicians shall report to their Animal Care Technician Supervisor as directed for command of assignments directed by the Agency Representative.
- Registered Veterinary Technicians shall report to their Veterinarian as directed for command of assignments directed by the Agency Representative.
- Staff shall be placed on twelve (12) hour shifts.
- Employees shall contact their district to determine if they are immediately needed for emergency response or where placed on the twelve (12) hour rotational shift.

2. Communications

- The Captains shall perform an assessment of their animal care facilities and report to the Agency Representative the capacity capabilities and type of open cage space they have at this time.
- The Captains shall prepare their facilities for the incoming evacuated animals.
- The Captains shall keep the Agency Representative posted on capacity, needs and activities at all times.
- The Agency Representative and the EOC Responder shall keep an open line of communication.
- The Field Personnel shall communicate with the Agency Representative.
- Intelligence information will be transmitted to the Agency Representative for compilation, evaluation and action.
- Initial reports shall originate from the field resources to the Agency Representative.

3. Logistics

- The Strike Team Leaders shall organize a grid within the area that each team will conduct evacuations from, define responsibilities, and search the areas assigned.
- The Strike Teams shall conduct animal/livestock evacuations according to the Incident Action Plan and direction of the Agency Representative. They shall

perform the rescue of injured, unattended and stray animals/livestock staying ahead of the fire zone.

- The Strike Teams shall record the locations of where the animals/livestock are evacuated from and any dead animals/livestock.

Fire Department:

1. Command and Control

- LAFD Incident Commander/Unified Commander will, as necessary, establish a command post to provide a location for incident coordination and control. Incoming incident notification, dispatching, intelligence and reconnaissance, interdepartmental/interagency coordination, etc., will be managed from this location.
- LAFD Incident Commander/Unified Commander shall establish priorities and objectives based on current situation, forecasts and potential situations.
- LAFD Incident Commander/Unified Commander or designee will, as necessary, establish Staging Areas for incoming resources until given assignments.
- An EMS Battalion Captain shall be assigned as the Staging Manager to coordinate resources and provide communications to the Operations Section and to the Incident Command/Unified Command.
- Fire Department Operations Section shall establish strategy and tactics used to accomplish objectives. These objectives will vary according to existing conditions.
- The Command Post Vehicles (Command 2 and appropriate support vehicles to assist Command 2) will be activated to assist field commanders at the request of the LAFD Incident Commander and at the direction of the Special Operations Bureau Deputy Chief.

2. Communications

- When the incident is isolated to LA City Fire Department resources, the 800 MHz LAFD radio channels shall be utilized as primary communications.
 - A Command Channel shall be established when necessary.
 - Tactical Channels for 'fire ground' operations shall be established when necessary.
- When the incident requires outside jurisdiction fire resources to assist through automatic aid or mutual aid, the 800 MHz LAFD radio channels shall be utilized as primary communications for LAFD resources. However, LAFD command officers will refer to their Tactical Interoperability Channel Plan (TICP) for which radio channels are to be utilized by responding outside resources.
 - OES mutual aid channels shall be designated by the TICP which is distributed amongst firefighting resources statewide.
 - OES mutual aid channels include VHF White 1, VHF White 2, VHF White 3 and VHF CalCORD.
- When the incident is in an area of Unified Command with a neighboring jurisdiction, a common communications plan (ICS-205) shall be established by the LAFD Unified Commander and the responding jurisdiction Unified Commander.

3. Evacuation

- LAFD has the primary responsibility based on subject matter expertise in determining evacuations during a brush fire scenario. The LAFD Unified Commander in collaboration with LAPD will determine if and when evacuations shall occur.
- If the decision to evacuate is made, it is the responsibility of LAPD to carry out evacuations in the areas deemed safe for their officers
- LAFD will support the evacuation process by conducting evacuations in areas where additional Personal Protective Equipment or Fire Safety knowledge is required.
- LAFD personnel shall assist as directed or seen necessary to facilitate evacuations

4. Fire Fighting

- Fire Suppression/Dispatch
 - The following is the Brush Dispatch Matrix, which shows the type and number of resources dispatched as the “initial” assignment and “smoke showing” assignment over the range of normal and pre-deployment qualifying BI ratings.

	NORMAL		EXTREME		CRITICAL		RED FLAG	
	Initial	Smoke Showing	Initial	Smoke Showing	Initial	Smoke Showing	Initial	Smoke Showing
Division Chief				1		1	1	
Battalion Chief	2		2		2	+1	3	+1
Light Force	1		1		1		1	
Engine	6		6		6		6	
Pre-deployed Engines								
Pre-deployed Task Force			Closest 2 ENGs or Closest TF	+ Closest TF (if avi) Or + Closest 2 Engines	Closest 2 ENGs or Closest TF	+ Closest 2 TFs	Closest 2 TFs	+ Closest 2 TFs
Pre-deployed Strike Team								

						+ST		+ST
Total Companies	7	7	9-10	12	9-10	20-21	13	24
Dozer				1 Dozer		1 Dozer		S/T1000
Water-dropping Helicopter	1 LFD	+2 LFD	2 LFD	+1 LFD	2 LFD	+1 LFD	2 LFD	+1 LFD
	1 LAC	+1 LAC by request	1 LAC	+1 LAC by request	1 LAC	+1 LAC by request	1 LAC	+1 LAC by request
Command Helicopter	1		1		1		1	
Brush Patrol						3 Closest		3 Closest
Water Tender				Closest into Batts 9,10,12, 15	Closest into Batts 9,10,12, 15	+1	Closest into Batts 9,10,12, 15	+1
LAC Hand Crews	By request, minimum 2-4 crews							

5. Helicopter Operations

- Based at Fire Station 114/Air Operations at Van Nuys Airport (VNY). OCD will dispatch a second water-dropping helicopter (for a total of 3 helicopters) on Extreme, Critical or Red Flag Alert days. Air Operations will hire back a Battalion Chief for Air Recon on Extreme, Critical and Red Flag Alert days.

<i>Helicopter</i>	<i>Make/Model</i>	<i>Capacity</i>	<i>Added Capabilities</i>
Fire 1	2004 Bell 412-EP	360 gal	Fire Mapping
Fire 2	1990 Bell 412-EP	360 gal	
Fire 3	2008 AW 139	420 gal	Fire Mapping
Fire 4	1999 Bell 412-SP	360 gal	FLIR, Video Recording
Fire 5	2008 AW 139	420 gal	Fire Mapping
Fire 6	2007 Bell 206 B-III Jet Ranger	Command	Fire Mapping
Fire 7	1990 Bell 206-L3 Long Ranger	Command	FLIR, Fire Mapping

- Field Commanders should consider the following helicopter functions in meeting their responsibilities:
 - Utilizing a Helicopter Command (Helco) for direction of air operations.

- Water dropping operations.
- Transportation of firefighting personnel and equipment to landing zones.
- Patrol for fire reporting and perimeter observation of fire areas.

6. Environmental Impact

- Fire Department resources avoid driving heavy apparatus off of established roadways unless absolutely necessary. Cutting of native vegetation and trees is kept to an absolute minimum.
- Firefighting personnel who come across any items that have potential historical or archeological significance are to immediately report such items to Unified Command.

7. Logistics

- Logistical needs should be addressed as early as practical to facilitate requests arriving in a timely manner.
- Commanders shall determine the total needs to maintain a sustained operation within a planning framework.
- Commanders shall consider needs for staffing, apparatus, specialized equipment and technical expertise, personnel relief, food, water, fuel, supplies, etc.
- Helicopter Tender 1 and/or 2 may be dispatched to designated landing zone(s) to facilitate extended helicopter operations.
 - Diesel Fuel Pod (pre-staged at Supply & Maintenance Division as well as Stations 1, 3, 18, 23, 26, 28, 74, 77, 84, 88, 89 and 112) may be deployed to various field locations such as Base Camps, Staging Areas or Ground Support locations.

8. Recall of Off-Duty Personnel

- Recall, if initiated, and if possible, will be conducted as outlined in Vol. 1, 2/7, Manual of Operation.

ASSIGNMENT OF RESPONSIBILITIES

a. Administrative Services Bureau

- (1) Maintain inventory of maps and provide cartography/drafting services.
- (2) Provide accounting services.
- (3) Provide cost recovery tracking and analysis

b. Homeland Security Division (Critical Incident Planning/Training Section)

- (1) Respond to Incident Command Post location with Command Vehicle, Plans Trailer and portable generator trailer.
- (2) Staff Planning Section positions within the Incident Command Post ICS structure.
- (3) Develop initial ICS 201 form and work with other Unified Command agencies to begin development of Incident Action Plan for next operational period.
- (4) Capture and collect historical data and information for after action reporting and documentation.

- c. Emergency Services Bureau (Air Operations)
 - (1) Respond with water dropping helicopters and reconnaissance helicopter as necessary.
 - (2) Transport heli-tac support personnel to water filling helispot location as designated by the Incident Commander.
 - (3) Respond with fuel tender apparatus to helispot location for re-fueling of LAFD air resources.

- d. Emergency Services Bureau (Wildland Fuel Management)
 - (1) Respond with bulldozers, skiploader, backhoe, and grader as necessary.
 - (2) Provide dirt fire road maintenance
 - (3) Provide base camp support with heavy equipment
 - (4) Provide pick-up and delivery of asphalt, sand, dirt, and rock as requested.

- e. Emergency Services Bureau (Disaster Preparedness CERT)
 - (1) Initiate CERT volunteer call-out procedures
 - (2) Provide a CERT volunteer shelter and schedule
 - (3) Provide a CERT volunteer coordinator
 - (4) Direct CERT volunteers in traffic control, staging assistance, distribution of rehabilitation supplies, etc.

- f. Emergency Services Bureau (Arson Counter-Terrorism)
 - (1) Arson Investigative Unit (A-Unit) will be dispatched on all greater alarm brush dispatches.
 - (2) If more than 15 fire companies are dispatched, the Arson Unit Administrative Staff, a Senior Investigator & a Supervisor will also be notified and respond.
 - (3) Arson Unit resources will secure the area or origin, will canvas the area and interview potential witnesses.
 - (4) Where loss of life is involved, Los Angeles Police Department (LAPD) Robbery Homicide Detectives will be notified.

- g. Emergency Services Bureau (Fire Suppression)
 - (1) Fire suppression resources will be dispatched according to the LAFD brush fire matrix
 - (2) Additional resources will be requested by on-scene incident commanders
 - (3) As the incident expands, incident commanders will request additional resources as they develop the Incident Command Structure following the National Incident Management System (NIMS) concept as the incident grows in size and complexity.
 - (4) If the incident involves any act of suspected terrorism, the LAFD Arson Section will notify and work with the LAPD Criminal Conspiracy Section (CCS).

- h. Emergency Services Bureau (Emergency Medical Services)
 - (1) An EMS District Captain will be dispatched as part of initial response
 - (2) An ALS ambulance and Paramedics will be dispatched as part of initial response

- (3) An ambulance staging area will be identified
- (4) A medical treatment area will be identified near the operational area

i. Training & Support Services Bureau (Operations Control Division)

- (1) Establish alternate dispatch facility if needed
- (2) Triage calls for service

j. Training & Support Services Bureau (Supply & Maintenance Division)

- (1) Emergency requests for supplies, equipment and mechanical assistance will normally be made through OCD.
- (2) Emergency issues of supplies from the storeroom can be accomplished through the S&M on call officer, Rescue Maintenance, or members of Fire Station 1.
- (3) Emergency purchase procedures and local vendors are outlined in "Supply and Maintenance Emergency Procedure Manual".
- (4) Provide on-site repair of vehicles and equipment
- (5) Provide supplies to fire resources such as foam, fuel, food, medical supplies, and other disposables.
- (6) Respond with Command Post Support Vehicle to include tables, chairs, lights, toilet facilities, fax, copiers, printers, etc.
- (7) Initiate call-out of volunteer cadre

k. Training & Support Services Bureau (Training Division)

- (1) Provide photographers and image processing
- (2) Gather information for "Lessons Learned" and "After Action Report".

General Services Department:

Information not yet received.

Information Technology Agency:

Information not yet received.

Police Department:

Information not yet received.

Public Works:

1. Command and Control

- BSS, BOE provide staff as requested to the ICP.
- BSS, BOE, BOS to identify the threshold for activating BOC.
- BSS, BOE, BOS activate BOCs as appropriate.
- All bureaus staff Emergency Operations Center if activated.

2. Planning

- Operating bureaus participate and assist with developing an IAP/EAP.
- Operating bureaus instruct staff to review emergency plans.

- Operating bureaus begin recovery planning.
3. Damage Assessment
- Each bureau shall perform damage assessment of public works facilities.
4. Logistics
- BSS shall assist DOT with road closures and detour routes as requested by providing 'soft closures' of streets with barricades, signage, posting detour routes and providing electronic message boards as needed.
 - Each bureau shall secure public works facilities in potential impact areas and relocate equipment.
5. Administration
- Each bureau shall document all actions taken.

ASSIGNMENT OF RESPONSIBILITIES

a. Street Services

- (1) Provide list of equipment and support assets (i.e. k-rail barriers, traffic control devices, heavy equipment, portable lighting, water tankers, fuel tankers, etc.) to the ICP and any activated centers (EOC, BOC, DOCs)
- (2) Identify support assets for pre-deployment, and location to be staged at.
- (3) Identify the threshold for activating BOC
- (4) Provide an 'on-call' contact to mobilize assets and support to the ICP and any activated centers (EOC, BOC, DOCs)

b. Engineering

- (1) Provide an 'on call' contact list of support staff (geologist, structural engineers) to the ICP and any activated centers (EOC, BOC, DOCs)

c. Sanitation

- (1) Identify the threshold for activating BOC
- (2) Provide an 'on-call' contact to mobilize assets and support to the ICP and any activated centers (EOC, BOC, DOCs)

Recreation and Parks:

1. Communications

- Park Ranger Communications receives and dispatches for all incidents of reported brush fire utilizing a centralized radio communication system to park rangers in the field, a computer aided dispatch systems, and various protocols. The main phone number is (323) 644-6661. The center is located in Griffith Park. A watch commander is available
- Centralized radio communication system located in Griffith Park
- Watch commander communicates with LAFD OCD to provide initial size up

information (size, wind direction, terrain, etc)

- Notifies executive staff of all brush fire
- Communicates with other agencies
- Electronic notification and reports to the executive staff
- Communicates with LAFD OCD
- Communicates with other agencies including LAPD, Office of Public Safety, and others.
- Documents incidents in chronological order
- Notifies executive staff of all brush fires
- Dispatches park ranger to the incident, incident command, and escort locations.

2. Deployment

- The Incident Command System is employed by Recreation and Park staff, including Park Ranger Division.
- First person on-scene is the incident commander until relieved.
- Park Ranger assigned to LAFD incident command
- Park Ranger Division deploys park rangers in brush fire teams with appropriate apparatus.
 - Water Tenders (2)
 - Brush Engines (2)
 - Brush Patrol Trucks (5)
 - Park Ranger Patrol SUV

3. Other Operational Needs

- Execute plans with local LAFD stations
- Rangers escort LAFD units from designated meeting locations to location of the incident
- Evacuation protocols
- Road closures
- Fire watch
- Executive staff of Recreation and Parks are kept informed of the incident
- Electronic notification and reports
- May respond to the Incident Command
- Park Ranger Division executes plans with local LAFD Stations
 - Trail access and repair
 - Escort protocol: Rangers escort LAFD units from designated meeting locations to location of the incident.
 - Evacuation protocols
 - Road closures
 - Fourth of July signs
 - Event Action Plan
 - Arson precaution and procedures
 - Fire Watch
 - Other Operational needs
- Executive staff of Recreation and Parks are kept informed of the incident

- Electronic notification and reports
- May respond to the Incident Command

Transportation:

1. Communications

- Conduct DOT roll call for employee accountability and initiate emergency call out rosters when necessary.
- Engineering, Field Operations and Parking Management to check communications systems including landlines, cellular phones and two way radios ensuring communications with essential facilities, field employees, other Divisions and City EOC is established.
- Engineering, Field Operations and Parking Management to communicate on established channels.
- Administration, Field Operations, Engineering, Parking Management, and Transit Division to update emergency phone contact lists and provide a review of notification procedures.
- Engineering, Field Operations and Parking Management to periodically provide incident status and deployment briefing to Department Management, EOC and Department representatives at incident command post.

2. Planning

- Engineering to develop transportation management plan, including barricade placement and identification of emergency detour routes, to support evacuation and perimeter control.
- Engineering and Parking Management to assess resource needs, mobilize personnel and material resources to fulfill the emergency mission.
- Engineering to develop motorist alerts.
- Transit Division to develop reroutes for effected service areas.
- All appropriate Department personnel to be placed on alternative work shifts as necessary.

3. Intelligence

- Engineering, Field Operations and Parking Management to gather and assess status information from field responders, incident command posts, EOC and media sources.
- Engineering to liaison with Caltrans to gather information on status of freeways in affected areas.

4. Response

- Parking Management will respond to direct and control traffic to facilitate rescue and evacuation operations.
- Engineering assess road conditions and damage to transportation infrastructure.
- Engineering adjust signal timing to support traffic management plan and evacuation efforts.
- Field Operations assess and prioritize response to repair infrastructure damage.

- Administration, Engineering and Parking Management provide appropriate staff for City EOC and DOC if necessary.
- Administration, Engineering and Parking Management provide appropriate staff for field command posts
- Engineering liaisons with Caltrans to coordinate closure of freeway on and off ramps into effected area.
- Engineering to activate Department Operations Center, if necessary, to facilitate information flow and situational awareness.

5. Logistics

- Engineering, Field Operations and Parking Management assesses emergency response supplies and restock and replace emergency supplies as needed.
- Transit Division establishes contact and liaison with other agencies supplying common carrier service.
- Engineering, Field Operations and Parking Management emergency response vehicles fuel tanks to be maintained at full.

6. Administration

- Administration initiates a Disaster Accounting System to document disaster costs for potential cost recovery and reimbursements
- Administration, Engineering, Field Operations, Parking Management and Transit Division document all hours assigned to incident response utilizing incident specific work order number.
- Administration, Engineering, Field Operations, Parking Management and Transit Division document all actions taken.
- All bureaus to assess Department facilities for damage determine status of essential services and public services.
- Assess status of Departmental equipment, materials and supplies for damage.

Water and Power:

1. Command and Control

- All systems will implement emergency response plans as needed.
- District Superintendents shall recall all key personnel needed for damage assessment teams (DATs) and stage staff for immediate repair and restoration of water and power services.
- OEM shall coordinate the response of Water and Power System staff to the City of Los Angeles Emergency Operations Center (EOC).
- Public Affairs shall provide public information to media for broadcast/print regarding damage assessment and progress of restoration efforts.

2. Communications

- EOC responders shall establish and maintain communication links (WebEOC, phone, e-mail, 900 MHz and low band radio) between the DOCs and the EOC.

- District Supervisors shall issue all emergency communications equipment as secondary devices to employees with specific functional and operation responsibilities according to department emergency plans.

3. Logistics and Support

- OEM, WECC, and EMCC staff shall identify resource needs and ensure the logistical support of pre-identified alternate work locations if needed.

4. Damage Assessment

- OEM shall gather and disseminate information on high-risk areas, road closures, and concentrated areas of damage.
- OEM shall arrange for LAPD or LAFD escort for damage assessment and repairs of Department facilities if they are located within the burn area.

ASSIGNMENT OF RESPONSIBILITIES

- a. Water System, Water Emergency Control Center (WECC)
 - (1) responsible for coordinating and supporting the overall response of the affected areas.
 - (2) providing water district supervisors with resources, information, and staff to ensure the repair, restoration and continued service of the water system.
- b. Power System, Energy Management Control Center (EMCC)
 - (1) responsible for coordinating and supporting the overall response of the affected areas.
 - (2) providing power district supervisors with resources, information, and staff to ensure the repair, restoration and continued service of the power system.
- c. Joint System, Crisis Management Center (CMC)
 - (1) coordinating and supporting the overall response of the affected areas.
 - (2) providing Water and Power managers with resources such as security services, media relations, emergency management personnel, and the Emergency Command Post Vehicle (ECPV) if appropriate.
- d. Public Affairs Division
 - (1) Division Director will act as Department's PIO.
- e. Office of Emergency Management
 - (1) will act as Departments Liaison Officer and coordinate all requested and required information from supporting City agencies.

D. Expanded Response

Expanded Response is the phase of response that goes beyond the initial, individual resource deployment. This may include response efforts such as long-term sheltering operations, Continuity of Operations Plans, and expanded firefighting response to move towards fire containment and extinguishing.

Animal Services:

1. Command and Control

- The Agency Representative at the Command Post shall develop a plan for an operation which will continue for an extended period of time. Such planning shall consider the overall plan for the Department and include the existing operations, potential problem development, operation limitations, logistic needs, staffing requirements, etc. The plan shall include the existing operations of our facilities and any off-site facilities where animals/livestock are being temporarily housed and cared for. This plan shall be forwarded to the Incident Command for their overall Incident Action Plan (IAP).

2. Communications

- The Agency Representative shall continue communications throughout the incident.

3. Logistics

- The Emergency Preparedness Coordinator shall begin to look at MOU's with other agency for continued staffing needs.
- The Agency Representative shall begin rotating shifts to utilize staff that has not been working on the incident.

Fire Department:

Any activity not warranted or conducted during the Initial Response phase, but is now deemed necessary, shall be conducted at this operational phase.

1. Command and Control

- LAFD Incident Commander/Unified Commander will establish command post if not already established.
- LAFD Incident Commander/Unified Commander shall revise and update priorities and objectives as needed based on current situation, forecasts and potential situations.

2. Logistics

- Mutual Aid and Strike Team Deployment outside the City of Los Angeles
 - The LAFD is also responsible to share resources within Area A, Region I, and the remainder of California. Requests are normally made through the Region I Coordinator. LAFD will provide up to 6 Engine Strike Teams as approved by the DDC. Additionally, the LAFD will dispatch a Full Brush Assignment, as dictated by the BI, to the IAZ, MTZ or AA.

The following matrix shows the LAFD policy for Mutual Aid and Strike Team deployment outside the City of Los Angeles.

OUT OF THE CITY DEPLOYMENT MATRIX		TYPE OF REQUEST			
		IAZ, MTZ or AA	Immediate Need (IN) LOCAL (LAC, VNC, ORC)	Immediate Need (IN) ALL OTHER COUNTIES	Planned Need
RESOURCES	INITIAL	Full Brush Assignment as per BI	2 Strike Teams Using Closest Enclosed Engines OCD may bypass Single Engines -OCD BC approval- -DDC notification-	2 Strike Teams Using Closest Enclosed Task Force Engines OCD may bypass Div. 3 Engines -OCD BC approval- -DDC notification-	2 Strike Teams Using Enclosed Task Force Engines in Div. 1 & 2 Div. 3 Engines may be considered but will not normally be used -DDC approval-
	ADDITIONAL	<p>Up to 6 Strike Teams Total.</p> <p>Same priority for selection of Engines as Pre-deployment</p> <p>XLA S/T 1075 will be included if not already deployed</p> <p>And may be augmented with LAFD resources.</p> <p>LAFD may also backfill Area "A" Stations until staffing can be recalled.</p> <p>DDC approval required</p>			

- Supply Caches and Staging Locations
 - In addition to the pre-deployment of resources, the LAFD has cached the following supplies and identified the following staging locations:
 - Barricade – 1 pallet deployed at Fire Stations 19, 23, 41, 74, 86, 88, 106
 - Fuel Pod – Diesel pod deployed at S&M and Fire Stations 21, 23, 106
 - Strike Team Staging Locations – Fire Stations 1, 3, 18, 23, 26, 28, 74, 77, 84, 88, 89, 112

ASSIGNMENT OF RESPONSIBILITIES

- a. Administrative Services Bureau
 - (1) Provide accounting services.

- b. Homeland Security Division (Critical Incident Planning/Training Section).
 - (1) Continue to staff Planning Section positions within the Incident Command Post ICS structure.
 - (2) Work with other Unified Command agencies to begin development of Incident Action Plan for next operational period.
- c. Emergency Services Bureau (Air Operations)
 - (1) Continue to provide air support
 - (2) Provide liaison with other agencies in coordinating the various fixed wing and rotor aircraft conducting air support
- d. Emergency Services Bureau (Arson Counter-Terrorism)
 - (1) For large scale incidents beyond the scope of the LAFD, resources from the Federal Bureau of Alcohol, Tobacco, and Firearms (ATF) will be requested to utilize their National Response Team (NRT).
- e. Emergency Services Bureau (Fire Suppression)
 - (1) Following the NIMS concept, additional resources will be utilized from within the LAFD, along with resources from within the Los Angeles County Operational area, the Region, and finally the State of California as the incident grows in size and complexity.
- f. Emergency Services Bureau (Emergency Medical Services)
 - (1) Establish medical treatment area near operational area
 - (2) Provide standby ambulances for transportation of any injured personnel
- g. Bureau of Fire Prevention & Public Safety
 - (1) Staff Reserve or 200 Series Engines.
 - (2) Provide staff assistance to field commanders.
 - (3) Provide vehicles and drivers for non-emergency transportation of field personnel.
 - (4) Assist in recall of personnel.
 - (5) Hydrant Unit personnel to perform liaison with Department of Water and Power.
- h. Bureau of Support Services (Operations Control Division)
 - (1) Establish alternate dispatch facility if needed
 - (2) Triage calls for service
- i. Bureau of Support Services (Supply & Maintenance Division)
 - (1) In addition to the operations reflected in the Initial Response section, many of the logistical responsibilities are transferred to the Department of General Services (GSD) in an expanded response. Specifically, if the Emergency Operations Center (EOC) is activated, GSD would assume the responsibility of providing most supplies and equipment.

General Services Department:

Information not yet received.

Information Technology Agency:

Information not yet received.

Police Department:

Information not yet received.

Public Works:

1. Command and Control

- All bureaus shall continue to provide staff for ICP as requested
- All bureaus shall continue to provide EOC staff as appropriate
- BOCs to remain active at appropriate levels

2. Planning

- Operating bureaus shall assess need and establish contacts for receiving or providing mutual aid assistance.
- Operating bureaus shall place appropriate personnel on "A". "B" or special work shifts.
- Operating bureaus shall curtail all non-emergency operations as necessary.
- Operating bureaus through the EOC/BOC shall establish contact and liaison with L.A. County Department of Public Works

3. Logistics

- BSS, BOS, BSL shall provide resource support (portable lighting, forklift, portable toilets etc.) at evacuation centers and temporary animal shelters.
- Each operating bureau shall provide for emergency feeding of field personnel, as necessary.
- Operating bureaus shall restock and replace emergency supplies, as needed.

4. Damage Assessment

- BOE shall dispatch damage assessment teams to impacted areas
- BOE, BCA may assist in damage assessment of private buildings

5. Administration

- All bureaus shall document all actions taken.

ASSIGNMENT OF RESPONSIBILITIES

a. Bureau of Street Services, Engineering, and Sanitation

- (1) Will assign 'support' response only as requests are received through ICP or EOC.

(2) Provide agency representative to attend all USFS-BAER team (Burn Area Emergency Response), NIMO (National Incident Mgmt Org) team, LACFD meetings as well as town hall meetings

Recreation and Parks:

1. Communications

- Park Ranger Communications receives and dispatches during the expanded response of brush fire incident utilizing a centralized radio communication system to park rangers in the field, a computer aided dispatch systems, and various protocols. The main phone number is (323) 644-6661. The center is located in Griffith Park. A watch commander is available.
- Communicates with LAFD OCD
- Communicates with other agencies including LAPD, Office of Public Safety, and others.
- Documents incidents in chronological order
- Notifies executive staff of all brush fires
- Dispatches park ranger to the incident, incident command, and escort locations.
- Park Ranger Communications serves as a dispatch and information center relative to potential brush fires.
- LAFD OCD notifies Rangers when a brush fire is reported on park property.
- Rangers notify LAFD OCD when fire hydrants are inoperable in Griffith Park and Elysian Park.
- Rangers monitor Burn Index on a daily basis
- Smokey Bear signs Griffith Park are adjusted to reflect Burn Index
- Each park ranger utilizes LAFD Fire Maps for communication to LAFD of exact locations relative to the map grid system. Each fire hydrant is indicated within the map.

2. Deployment

- The Incident Command System is employed by Recreation and Park staff, including Park Ranger Division.
 - First person on-scene is the incident commander until relieved.
 - Park Ranger assigned to LAFD incident command
- Park Ranger Division deploys park rangers in brush fire teams with appropriate apparatus.
 - Water Tenders (2)
 - Brush Engines (2)
 - Brush Patrol Trucks (5)
 - Park Ranger Patrol SUV
- Park Ranger Division executes plans with local LAFD
 - Trail access and repair
 - Escort protocol: Rangers escort LAFD units from designated meeting locations to location of the incident.
 - Evacuation protocols
 - Road closures

- Fourth of July signs
- Event Action Plan
- Arson precaution and procedures
- Fire Watch
- Other Operational needs
- Executive staff of Recreation and Parks are kept informed of the incident
 - Electronic notification and reports
 - May respond to the Incident Command

Transportation:

1. Communications

- Engineering, Field Operations and Parking Management check communications systems including landlines, cellular phones and two way radios.
- Engineering, Field Operations and Parking Management communicate on established channels.
- Administration, Field Operations, Engineering, Parking Management, and Transit Division update emergency phone contact lists and provide a review of notification procedures.
- Engineering, Field Operations and Parking Management periodically provide incident status and deployment briefing to Department Management, EOC and Department representatives at incident command post.
- Establish means of communication with Department personnel and regularly brief them of the emergency status.
- Conduct DOT roll call for employee accountability and initiate emergency call out rosters when necessary.

2. Planning

- Engineering and Parking Management assess resource needs, mobilize personnel and material resources to fulfill the emergency mission.
- Engineering modifies transportation management plan as necessary to provide continued support of emergency operations, and perimeter control, as well as to maintain, to the extent possible, the normal movement of persons and goods.
- Engineering recommends and develops temporary and or permanent traffic controls for affected areas
- Engineering updates motorist alerts.
- Appropriate Department personnel remains on alternative work shifts as necessary.

3. Intelligence

- Engineering, Field Operations and Parking Management gather and review status information from field responders, incident command posts, EOC and media sources.
- Engineering, Field Operations and Parking Management periodically report incident status and deployment to Department Management
- Engineering, Field Operations and Parking Management report department status

- to EOC and Department representatives at incident command post
- Engineering will liaison with Caltrans to gather information on status of freeways in affected areas.

4. Response

- Parking Management will respond to direct and control traffic to both facilitate continued emergency response operations and to maintain, to the extent possible, the normal movement of persons and goods.
- Engineering will assess road conditions and damage to transportation infrastructure.
- Engineering will adjust signal timing to support traffic management plan and sustained emergency response efforts.
- Field Operations assesses and prioritizes response to repair infrastructure damage.
- Administration provides appropriate staff for City EOC if necessary.
- Provide appropriate staff for field command posts
- Engineering will liaison with Caltrans to coordinate closure of freeway on and off ramps into effected area.
- Engineering activates Department Operations Center, if necessary, to facilitate information flow and situational awareness.

5. Logistics

- Parking Management, Field Operations and Engineering assess emergency response supplies and replenish as needed
- Transit Division establishes contact and liaisons with other agencies supplying common carrier service
- Parking Management, Field Operations and Engineering emergency response vehicles fuel tanks to be maintained at full

6. Administration

- Administration coordinates and maintains Disaster Accounting System to document disaster costs for potential cost recovery and reimbursements.
- Administration, Engineering, Field Operations, Parking Management and Transit Division document all hours assigned to incident response utilizing incident specific work order number.
- Administration, Engineering, Field Operations, Parking Management and Transit Division document all actions taken.
- Administration begins cost tracking of all resources utilized during response
- Assess Department facilities for damage to determine status of essential services and public services.
- Assess status of Departmental equipment, materials and supplies for damage.
- Administration to work with Chief Administrative Office for preliminary cost reporting.

Water and Power:

1. Damage Assessment

- District Supervisors and designated disaster assessment teams shall conduct inspections of critical or potentially hazardous facilities.
- District supervisors shall relocate nonessential staff from facilities in the immediate area based on location and severity of fire.

3. Administration

- Senior Assistant General Managers and the Chief Administrative Officer shall activate business recovery plans as needed.
- District Supervisors shall suspend in-progress construction work in potentially hazardous areas, and reassign staff to planning and preparing for recovery efforts.

ASSIGNMENT OF RESPONSIBILITIES

a. General Construction

- (1) Implement continuous coverage for damage assessment and Haz-Mat group.

b. Fleet Services

- (1) Ensure the safety and readiness of response trouble service fleet, by relocating operations if necessary.

E. Immediate Recovery

Recovery during a brushfire event begins after the fire has been contained and controlled. Recovery is secondary to immediate life preservation and fire containment, and begins after fire and weather conditions are such that the threat of the fire spreading is minimal.

All actions described in the response phase as secondary emphasis are actually recovery efforts. These include restoration of vital services such as water, electricity, natural gas, sewer services, and communications.

Additional recovery efforts include extended sheltering operations for displaced residents, including transition and relocation into long term temporary housing.

Additional considerations include building code changes and/or zoning changes.

Animal Services:

1. Command and Control

- The Shelter Staff and/or Center Manager will reunite animals with their owners or custodians.
- The Shelter staff and/or Center Manager will return animals to the safety of their homes as soon as possible, for their well being and that of their owners.

2. Communications

- The Agency Representative shall communicate plans to staff.

Fire Department:

1. Command and Control

- LAFD Incident Commander/Unified Commander shall begin releasing resources.
- Non-LAFD resources should be given first consideration for release.

2. Communications

- Allocated channels specific to the incident shall be released as they are no longer needed until no channels are dedicated to the incident.

3. Evacuations

- As areas are deemed safe for re-population, LAFD Incident Commander/Unified Commander shall notify LAPD so LAPD can facilitate re-population.

4. Fire Fighting

- Crews will perform mop-up operations to extinguish any remaining hotspots.
- Brush Patrol units may be posted in the area of the incident to watch for flare-ups and hot spots after regular LAFD resources are released.

5. Helicopter Operations

- Helicopters may be utilized to provide Forward Looking Infrared (FLIR) imagery of the burned area to look for potential hot spots.

ASSIGNMENT OF RESPONSIBILITIES

a. Administrative Services Bureau

- (1) Provide accounting services

b. Homeland Security Division (Critical Incident Planning/Training Section)

- (1) Continue to staff Planning Section positions within the Incident Command Post ICS structure

c. Emergency Services Bureau (Wildland Fuel Management)

- (1) Assist with fireline maintenance and fire road repairs

d. Emergency Services Bureau (Fire Suppression)

- (1) Provide liaison with other agencies in coordinating fireline maintenance and repair of damaged terrain

e. Emergency Services Bureau (Emergency Medical Services)

- (1) Provide standby ambulances for transportation of any injured personnel

General Services Department:

Information not yet received.

Information Technology Agency:

Information not yet received.

Police Department:

Information not yet received.

Public Works:

1. Command and Control

- ALL bureaus shall provide agency representative at activated centers (ICP, EOC, BOC, DOCs).

2. Recovery Operations

- BOS, BSL, BSS shall begin restoration of vital services (sewer services, street lighting, road access).
- BOS shall provide monitoring and clearing/cleaning of catch basins in burn area.
- BSS shall begin debris removal from public right-of-way.
- BSS shall begin removal of burned trees/limbs creating unsafe conditions to public right-of-way.

3. Administration

- ALL bureaus shall document all actions taken.

ASSIGNMENT OF RESPONSIBILITIES

a. Sanitation

- (1) will monitor and restore vital services
- (2) will maintain catch basins

b. Street Lighting

- (1) will monitor and restore vital services

c. Street Services

- (1) remove debris and maintain access to roadways
- (2) urban forestry division will maintain safe right-of-way

Recreation and Parks:

Park Ranger Division coordinates with other divisions of Recreation and Parks to ensure immediate recovery

- Public Information Division provides daily updates on the internet
- Closures of park land enforced when approved by Executive Staff
- Fire Watch coordinated throughout this period to address:

- Hot spots within the fire zone
- Potential new fires
- Manage trespassers within fire zone
- Forestry Division removes hazards within the burn zone
- Park Services Division may handle traffic control
- All divisions report on damage assessment
- RAP refers to recommendations of 2007 Task Force
 - Clearance of catch basins
 - Considers Hydromulching and other best practices.

Transportation:

1. Communications

- Engineering, Field Operations and Parking Management check communications systems including landlines, cellular phones and two way radios.
- Engineering, Field Operations and Parking Management identify and utilize communication channels for responders.
- Administration, Field Operations, Engineering, Parking Management, and Transit Division update emergency phone contact lists and provide a review of notification procedures.
- Engineering, Field Operations and Parking Management periodically provide incident status and deployment briefing to Department Management, EOC and Department representatives at incident command post.
- Establish means of communication with Department personnel and regularly brief them of the emergency status.

2. Planning

- Engineering will modify transportation management plan as necessary to provide continued support of recovery operations as well as to maintain, to the extent possible, the normal movement of persons and goods.
- Engineering will develop transportation plan to support shelter activities if necessary.
- Engineering will recommend and develop temporary and or permanent traffic controls for affected areas.
- Engineering to update motorist alerts.
- Appropriate Department personnel to remain on alternative work shifts as necessary.
- Parking Management and Transit Division assess the need to support an established Local Assistance Center
- Transit Division develops a plan to re-establish interrupted service in affected areas if necessary.

3. Intelligence

- Engineering, Field Operations and Parking Management gather and review status information from field responders, incident command posts, EOC and media

sources.

- Engineering, Field Operations and Parking Management periodically report incident status and deployment to Department Management
- Engineering, Field Operations and Parking Management report department status to EOC and Department representatives at incident command post.
- Engineering will liaison with Caltrans to gather information on status of freeways in affected areas.

4. Response

- Parking Management will control traffic to facilitate continued emergency response operations and to maintain, to the extent possible, the normal movement of persons and goods.
- Engineering will assess road conditions and damage to transportation infrastructure.
- Engineering will adjust signal timing to support traffic management plan and sustained emergency response and recovery efforts.
- Field Operations will assess and prioritize response to repair damaged infrastructure.
- Administration provides appropriate staff for City EOC if necessary.
- Administration, Engineering, and Parking Management provide appropriate staff for field command posts
- Engineering will liaison with Caltrans to coordinate closure of freeway ramps/off ramps into effected area
- Engineering will activate Department Operations Center, if necessary, to facilitate information flow and situational awareness

5. Logistics

- Parking Management, Field Operations and Engineering inventory emergency response supplies and replenish as needed.
- Engineering will collaborate with other City departments for coordination of transportation infrastructure repair
- Transit Division establishes contact and liaison with other agencies supplying common carrier service
- Parking Management, Field Operations and Engineering emergency response vehicles fuel tanks to be maintained at full

6. Administration

- Administration begins collection of required documentation from Engineering, Field Operations and Parking Management for reimbursement process.
- Administration, Field Operations, Engineering and Parking Management document all actions taken.
- Administration begins cost tracking of all resources utilized during response.
- Administration works with Chief Administrative Office for preliminary cost reporting.
- Assess Department facilities for damage to determine status of essential services and public services.

- Assess status of Departmental equipment, materials and supplies for damage.

Water and Power:

1. Administration

- Each System's finance representatives shall document all costs of assessment and repair of damages caused by the incident.
- OEM shall prepare an After Action Report (AAR) based on information collected from all Systems involved.
- Appropriate supervisors shall debrief all participating staff.
- Senior Assistant General Managers shall deactivate their Department DOCs as appropriate.

ASSIGNMENT OF RESPONSIBILITIES

a. Office of Emergency Management

- (1) Will act as Departments Liaison Officer and coordinate all requested and required information from supporting City agencies.

F. Documentation and Time Keeping

During an emergency situation or incident, it is important to keep specific records related to staff assignments and costs related to the response to and recovery from the emergency/incident. Each department has their own internal processes for ensuring proper documentation of actions, incident specific cost tracking, personnel time keeping and record retention of these documents.

Animal Services:

The Agency Representative (AR) and their staff including the Resource Leader (RL) are responsible for the call-ups of staff and equipment and for assigning these relative to the disaster. The AR, RL or their staff maintains a log of these activities and will be utilizing the ICS-204 forms (Assignment List) and the ICS-218 (Support Vehicle/Vessel Inventory). The Department has instructed all personnel to use the ICS-214 (Unit Log) forms while performing duties relative to the disaster in maintain and tracking of costs for employees working the disaster, all other employees will use every day Department forms, so as not to conflict. The AR, EOC Responder and staff will track and maintain all costs relative to animals evacuated during the disaster under the Identification Number of the animal within our Chameleon system as it is pre-identified in the system as "Disaster" animal.

Fire Department:

Due to the potential for reimbursement to the City associated with major wildland

incidents, responsible members of the Fire Department will make every effort to submit the appropriate timekeeping paperwork by the next working shift to the Commander, Special Operations Division, Emergency Services Bureau. All units are required to complete an ICS-214, but other paperwork could include:

- F-101, Emergency Time Report
- ICS-214, Unit Activity Log
- ICS-221, Demobilization Checkout
- ICS-225, Incident Personnel Performance Rating
- OES F-42, Emergency Activity Record

General Services Department:

Information not yet received.

Information Technology Agency:

Information not yet received.

Police Department:

Information not yet received.

Public Works:

During a large wildfire / brushfire incident, department of public works bureaus will begin documentation of the incident (or multiple incidents) once notification has been made to the bureau(s) of the fire.

The Financial Management Division (FMD) for each bureau is primarily tasked with the responsibility for verifying that the designated work order(s) received from the Board of Public Works have been opened and that all related Bureau cost are being charged correctly to that work order. Additionally, the FMD is responsible for securing copies of all timesheets, rental equipment charges, materials and copies of all field documentation charged to work order(s) used in the emergency, for tracking full cost recovery and future invoicing for seeking reimbursement from the State Office of Emergency Services and/or the Federal Emergency Management (FEMA).

Each bureau will coordinate with the CAO for all documentation, photos, forms required for a full recovery of services.

Recreation and Parks:

During an emergency situation or incident, it is critical to keep specific records related to staff assignments and costs related to the response to and recovery from the emergency/incident. Each department has their own internal processes for ensuring proper documentation of actions; incident specific cost tracking, personnel time keeping and record retention of these documents.

A report is submitted to the CAO from the Executive Branch of each department involved in any Mass Care operation.

Transportation:

DOT Emergency Preparedness Coordinator coordinates the collection of all response information for staff and resources deployed to an emergency incident. Responding staff hours are processed and recorded through the online "D-Time System timesheets which are reviewed and approved by-monthly by division supervisors.

Time designated to a specific incident, both regular and overtime hours, is delineated by applying the hours worked to a work order number for that specific incident. All hours associated with the specific work order number are then calculated and a summary of work hours is completed.

All hours associated with an incident are also captured and summarized into cost tracking worksheets. Worksheets are then processed and calculated using established DOT practices and in conformance with the Public Assistance Program.

Once staffs report their incident response hours, the payroll/timekeeping and accounting units review the documentation and generate a cost report based on the work order number. The accounting cost report is then cross checked with other documentation and worksheets.

Equipment use is gathered from both equipment use logs and activity and reports generated by responding staff. An equipment usage report which identifies type of equipment used, hours used and reason for use is generated.

All documentation is then submitted to the CAO for inclusion in the Federal Public Assistance Program and copies of documentation are retained in the Department's Risk Management section at 100 S Main Street, 10th Floor, Los Angeles, CA 90012.

Water and Power:

Financial documentation and cost tracking is an important element of any emergency plan. Certain costs may be eligible for Federal or State reimbursement. The City Administrative Officer (CAO) is responsible for coordinating disaster grants and assistance following disasters. Reimbursement through the Federal Emergency Management Agency (FEMA) and the California Emergency Management Agency (CalEMA) is dependent on complete and accurate documentation of all disaster related work and expenses.

Critical documents that are generated during an emergency response that are needed for cost recovery are the responsibility of the divisions to archive and protect. Cost recovery documentation includes the following:

- Signed daily timesheets, civil service classifications, hours, base hourly rates and applicable fringe benefits for labor

- Quantities, descriptions, purchase orders, invoices/vouchers, and payment records for materials or services
- Usage records with dates, hours, and rates for equipment
- Inventory depletion records for stock material usage
- Contract documentation for services and materials

If any reports for damages are submitted to the EOC, a copy should be submitted to the CMC/OEM. All systems are responsible for the collection of information about the event; location, scope, category, and cost estimate of response and damages. OEM is the single point of contact during the recovery phase until the Project Worksheets are approved. After this point, the Financial Services Organization (FSO) of the LADWP is responsible for directing LADWP-wide documentation related to CalEMA/FEMA and insurance claims.

Project Managers – are responsible for accomplishing the restoration work, and are best able to answer technical questions regarding the performance of the restoration work (e.g. crafts involved, materials used, time-periods involved, etc.). These individuals are usually (but not limited to) engineering and technical personnel. They may also be known as Leads or Project Managers at LADWP.

Budget Coordinators – are responsible for establishing Work Orders (and corresponding budget jobs) for the restoration work in conformance with FSO guidelines. These individuals are usually (but not limited to) administrative staff.

Documentation Coordinators – from each business unit are responsible for directing and coordinating the documentation efforts of all of the other business unit personnel, and act as liaison between the division and FSO. These individuals are usually (but not limited to) administrative personnel (usually Utility Administrators)

Financial documentation and cost tracking is an important element of any emergency plan. Certain costs may be eligible for Federal or State reimbursement. The City Administrative Officer (CAO) is responsible for coordinating disaster grants and assistance following disasters. Reimbursement through the Federal Emergency Management Agency (FEMA) and the California Emergency Management Agency (CalEMA) is dependent on complete and accurate documentation of all disaster related work and expenses.

III. ACTIVATION OF PLAN

Some portions of this Annex, such as the Initial Response, go into effect immediately following a report of a brushfire. The remainder of this Annex is only activated when the incident grows in scope to a point where activation of the Emergency Operations Center (EOC) is warranted. Activation of the EOC is not necessarily automatic or necessary with all brushfire incidents.

IV. Emergency Operations Center

Activation of the EOC is not necessarily automatic or necessary with all brushfire incidents.

If the EOC is activated, the EOC provides coordination of resource support to the Incident Command structure as well as situational awareness to supporting departments, agencies and elected officials. The EOC Director will be from the [Fire Department?] or the EOC will operate in Unified Command. The EOC will be staffed appropriate to the activation level determined to support the incident. The EOC will be staffed by representatives of departments providing resource support to the operation. Staffing levels will vary depending on activation level and support required. External agencies, such as the County of Los Angeles, American Red Cross, Southern California Gas Company and other appropriate agencies may be requested to send a representative to the EOC.

V. HAZARD SPECIFIC RISK ASSESSMENT

The threat of significant fire incidents in a City with the diverse ecosystem and weather conditions of Los Angeles has long been recognized. Additionally, “floods following fires” pose a threat to downstream property and water ecosystems. While brushfire paths and intensities can often be measured or predicted, sudden changes in wind or weather conditions can turn a small fire into something devastating.

More detailed hazard analysis information regarding fire incidents in the City of Los Angeles can be found in the Local Hazard Mitigation Plan, Section 3C – Brush Fires at:

<http://www.lacity.org/emd/LHMP.htm>

Attachment 1

Fire Department Terminology

Burning Index – A NFDRS output that represents the difficulty of containing and controlling wildfire in the selected fuel type. The BI is also related to potential flame lengths for the selected fuel type. The higher the number, the greater the difficulty in extinguishing a wildfire. A BI represents current and antecedent weather, fuel types, and the state of live and dead fuel moisture.

Burning Index Ratings – 0-37=Low, 38-47=Moderate, 48-110=High, 111-161=Very High, 162-211=Extreme, 212+ =Critical

Dozer Strike Team – 2 Dozers, including a Dozer Transport, Trailer and Tender with a Leader

Engine Strike Team – 5 Engines under the command of a Leader, usually a Battalion Chief.

Evacuation Zone – Area determined to be in need of evacuation and more than 30 minutes from the fire front.

Fire Chief – LAFD Fire Chief

Full Brush Assignment – Normally, 2 BC's, 1 LF, 6 ENG's, 1 LFD and 1 LAC water-dropping helicopters and 1 command helicopter. With "smoke showing", an additional 2 LFD and 1 LAC water-dropping helicopters.

Hot Zone – Areas determined to be within 30 minutes of the fire front. Restricted to personnel with appropriate personal protective equipment, generally only firefighters.

Red Flag Alert – Wind greater than 25 mph and relative humidity less than 15%.

Task Force – For wildland purposes – 3 Engines with a Leader, usually a CI or CII.

Attachment 2

Acronyms

AA – Automatic Aid

ANF – Firescope designator for Angeles National Forest

BC – LAFD Battalion Chief

BI – Burning Index

DDC – LAFD Deputy Department Commander

EN – Engine

EOC – Emergency Operations Center

IAZ – Initial Action Zone

LAC – Firescope designator for Los Angeles County Fire Department

LAFD – Los Angeles Fire Department

LAPD -Los Angeles Police Department

LF – Light Force

LFD – Firescope designator for Los Angeles Fire Department

MTZ – Mutual Threat Zone

NFDRS – National Fire Danger Rating System

OCD – LAFD Operations Control Division

S&M – LAFD Supply and Maintenance Division

VHFHSZ – Very High Fire Hazard Severity Zone

WUI – Wildland Urban Interface