

LOS ANGELES FIRE DEPARTMENT



KRISTIN M. CROWLEY
FIRE CHIEF

January 2, 2024

BOARD OF FIRE COMMISSIONERS
FILE NO. 24-008

TO: Board of Fire Commissioners

FROM: *KC* Kristin M. Crowley, Fire Chief

SUBJECT: MEMORANDUM OF AGREEMENT FOR AUTOMATIC AID BETWEEN
THE LOS ANGELES CITY FIRE DEPARTMENT AND THE TORRANCE
FIRE DEPARTMENT

FINAL ACTION: Approved Approved w/Corrections Withdrawn
 Denied Received & Filed Other

SUMMARY

The Los Angeles City Fire Department (LAFD) maintains fourteen automatic aid agreements with neighboring fire agencies within the Region. These agreements exist to enhance emergency services in areas that are not easily accessed by existing fire stations within the affected jurisdiction. When an emergency arises, the neighboring city may have response resources closer to the incident than the jurisdiction in which the incident occurs. To meet national standards and maintain a high level of service to the citizens within these areas, the LAFD enters into automatic aid agreements which allows the city with the closest resource to respond and start to mitigate the situation until the jurisdictional agency's resources arrive and transition command. Per the agreement, the response by the neighboring agency is without cost to the agency having jurisdiction.

This is the Memorandum of Agreement between the Torrance Fire Department and LAFD. This agreement was previously renewed July of 2020. The portion of Los Angeles affected by this agreement is in the Harbor Gateway, between LAFD Fire Station 79 and Fire Station 85. Additional attachments to this report include the map packet, which is incorporated into the agreement by reference, showing the affected areas of each city and a matrix summarizing the resource exchange between the two cities. The matrix is included for information only and is not an official part of the agreement.

The City Attorney and LAFD Risk Manager has reviewed and approved the Agreement as to legal form.

RECOMMENDATIONS

That the Board:

1. Approve the Memorandum of Agreement for automatic aid between the Los Angeles City Fire Department and the Torrance Fire Department for a period of three years, beginning July 1, 2023, and ending June 30, 2026.
2. Authorize the Fire Chief to execute the attached Memorandum of Agreement for automatic aid with the Torrance Fire Department.
3. Authorize the Fire Chief sole discretion to execute amendments during the three-year term of the Memorandum of Agreement for automatic aid.

FISCAL IMPACT

There is no fiscal impact.

Board report prepared by Adam Knabe, Battalion Chief, Response Committee Chair.

Attachments

Torrance Agreement No. _____

Los Angeles Agreement No. _____

**MEMORANDUM OF AGREEMENT FOR AUTOMATIC AID
AND EXCHANGE OF FIRE PROTECTION, SPECIALIZED, RESCUE AND
EMERGENCY MEDICAL SERVICES BETWEEN THE CITY OF LOS ANGELES AND
THE CITY OF TORRANCE**



**MEMORANDUM OF AGREEMENT FOR AUTOMATIC AID
AND EXCHANGE OF FIRE PROTECTION, SPECIALIZED, RESCUE AND
EMERGENCY MEDICAL SERVICES BETWEEN THE CITY OF LOS ANGELES AND
THE CITY OF TORRANCE**

WITNESSETH

WHEREAS, the parties to this Agreement provide fire protection, emergency medical services, specialized and rescue services within their respective jurisdictional limits; and

WHEREAS, fire and rescue resources for the City of Torrance are dispatched through a central dispatch center known as "Torrance"; and

WHEREAS, fire and rescue resources for the City of Los Angeles are dispatched through a central dispatch center known as Metropolitan Fire Communications (MFC); and

WHEREAS, it is in the best interest of Torrance and Los Angeles to provide the most expeditious response to suppress fires and to render other emergency assistance; and

WHEREAS, each party is desirous of providing to the other a reasonable and reciprocal exchange of emergency services on a day-to-day basis;

NOW, THEREFORE, in consideration of these mutual covenants, the parties hereto agree as follows:

1. Revisions

This Automatic Aid Agreement may be revised or amended at any time by mutual agreement of the Fire Chief of the Torrance Fire Department (TOR) and the Fire Chief of the Los Angeles City Fire Department (LFD). All amendments to this Agreement shall be in writing and signed by the Fire Chiefs or their duly designated Acting Fire Chiefs.

It is agreed that substantial reductions or modifications of services by any of the agencies shall be cause for reconsideration of the Agreement.

2. Term

This Agreement shall commence, once executed by all parties hereto, on July 1, 2023 and shall remain operative and effective through June 30, 2026. Parties shall meet on or about October 1, 2025 to begin review and revision meetings. Any of the parties may terminate the Agreement at any time by giving written notice to the other party at least thirty (30) days prior to the date of withdrawal.

3. Mutual Benefits

The parties intend that this Agreement will provide mutual benefits to both parties. The parties may meet at any time during the term of this agreement to ensure that the intent of mutual benefit is being met. Should the exchange of assistance not be equally distributed, this Agreement may be amended in accordance with Section 1 above.

4. Incident Command

In those instances where resources from the assisting department arrive before those of the jurisdictional department, the highest-ranking member from the first arriving resource will establish incident command and take the necessary action dictated by the situation. Command of the incident will be assumed by the jurisdictional department upon its arrival at the scene. The highest-ranking officer of the assisting department will become the Agency Representative (AREP). The resources of the assisting department will be released from the scene as soon as practical by the jurisdictional department.

When it is deemed appropriate, the AREP may enter into Unified Command with the jurisdictional department's Incident Commander. It is understood that such a decision may require approval from an Agency Administrator of the assisting and/or jurisdictional department.

5. Commitment of Resources

This agreement does not relieve either party from the necessity and obligation of using its own resources for furnishing fire and rescue services within any part of its own jurisdiction. The assisting agency's response to a request for aid will be dependent upon the existing emergency conditions within its own jurisdiction and the status of its resources.

6. Method of Requesting Aid

All requests for aid shall be via the respective dispatch center. Persons assigned to the dispatch center for each department are authorized to send and receive such requests as per their respective operational procedures.

7. Timeliness of Request

Upon receiving a request from either agency, the respective dispatcher who determines the need for automatic aid, shall make the request as soon as possible to minimize the delay in call processing and response times.

If either party has limited resources due to drawdown or degraded dispatching, a notification shall be made to the respective dispatch center's Duty Officer as soon as possible.

8. Intent of Agreement

The intent of this Agreement is to provide the jurisdictional agency with a more efficient and/or effective initial response to an emergency incident. The agreed upon resources should only be utilized until the requesting agency is able to relieve the assisting agency with its own resources and/or obtain the appropriate emergency resources, not to exceed a 4-hour period of time. If the agreed upon resources are not available from the assisting agency at the time of the request from the jurisdictional agency, the assisting agency need not respond.

9. Fire Incident Reporting

Each agency shall be responsible for obtaining needed information to complete fire reports for incidents within their respective jurisdiction. Assisting units shall contact jurisdictional units to provide appropriate information for completion of fire reports.

10. Training

Joint training exercises will be conducted periodically upon agreement by the parties (minimum of one per year). These training exercises shall be coordinated with LFD and TOR Battalion or Assistant Chief Officers.

11. Services by Los Angeles City Fire Department

Upon request by TOR, LFD agrees to provide the designated resources described in Section 15.A. below, to those designated areas located within the jurisdiction of Torrance as defined on the attached maps.

12. Dispatch by Los Angeles City Fire Department

Upon receipt by LFD of an alarm within the designated areas of the jurisdiction of Los Angeles, as designated on the attached maps, LFD will dispatch its resources to that alarm in accordance with the dispatch algorithms then in effect and notify Torrance Dispatch which will dispatch the agreed-upon TOR response.

13. Services by Torrance Fire Department

Upon request by LFD, TOR agrees to provide the designated resources described in Section 15.B. below, to those designated areas located within the jurisdiction of Los Angeles as defined on the attached map.

14. Dispatch by Torrance Fire Department

Upon receipt by TOR of an alarm within the jurisdiction of Torrance, as designated on the attached maps, TOR will dispatch its resources to that alarm in accordance with the dispatch algorithms then in effect and notify MFC which will dispatch the agreed-upon LFD response.

15. Amount and Type of Assistance

The maximum number and type of assistance available under this Agreement is listed in Sections 15.A. and 15.B., below.

Resources supplied to the requesting agency under this Agreement shall be without charge for four (4) hours from the time the assisting agency's resources are dispatched, after which time the assisting agency's resources shall be billed to the requesting agency as "Assistance by Hire." The assisting agency may choose to waive the charge for additional resources or additional time, at the sole discretion of the Fire Chief of the assisting agency, or that Fire Chief's designee. The waiver of charges shall not extend beyond twelve (12) hours from the time the initial resources were dispatched.

A. LFD to TOR

- 1) Structure Fires (SFAA), other than in a High Rise: (Map #1)
 - a) Initial Dispatch:
 - One Task Force (may be a Light Force and an Engine Company)
 - One Battalion Chief
 - b) Additional resources:
 - One Task Force (may be a Light Force and an Engine Company)
 - One Engine Company
 - One Battalion Chief
 - One Paramedic Ambulance
- 2) Structure Fires (SFAA) in a High Rise: (Map #2)
 - Two Task Forces
 - One Engine
 - Two Paramedic Ambulances
 - Two Battalion Chiefs
 - One Assistant Chief (Agency Representative)
- 3) Freeway Incidents: (Map #3)
 - One Engine
 - One Paramedic Ambulance

- 4) Hazardous Materials Incidents (HAZMATAA): (Map #4)
 - One Hazardous Materials Task Force
 - One Hazardous Materials Squad (If requested by LFD Resource)
 - One Battalion Chief

- 5) Swiftwater Incidents (RIVER2): (Map #5)
 - One Engine
 - One Task Force
 - One Battalion Chief
 - One Helicopter with hoist capability
 - One HLCO Command Platform (If requested by LFD resource)

- 6) Specialized and Technical Resources: (Map #6)
 - Any request by TOR for specialized and technical resources (USAR, Heavy Rescue, Multi-Casualty Incident, etc.) not covered in this agreement shall be approved by the LFD Deputy Department Commander through MFC.

B. TOR to LFD

- 1) Structure Fires: (Map #1A)
 - One Truck
 - Two Engines
 - One Battalion Chief

- 2) EMS Incidents: (Map #3A)
 - One Paramedic Rescue, ONLY if LFD has no Paramedic resources available to respond from Fire Stations 79 and 85.

- 3) Freeway Incidents (May be of a fire, EMS or technical rescue nature): (Map #4A)
 - One Engine
 - One Truck
 - One Rescue

16. Communications

A. Radio Communications Plan

The Parties will share the use of communication systems, radios and radio frequencies for the execution of this Agreement. The requesting dispatch center shall develop and provide an incident radio communications plan to the assisting agency dispatch center at the time the request is made. The incident radio communications plan shall include, but not be limited to, one channel for communications between field units and the requesting dispatch center, and one channel for tactical communications. If the resource request includes a Chief Officer, a common command channel of the requesting agency shall be included in the incident radio communications plan.

If the assisting agency adds radio channels for its resources, those additional channels shall be made known to the requesting dispatch center and approved by the Incident Commander. No agency's resources shall communicate on radio frequencies that are not included in the incident radio communications plan.

The incident radio communications plan may be documented informally on a dispatch log and/or a field-generated tactical worksheet. If the incident radio communications plan is formalized, it shall be documented on a regionally-accepted ICS Form 205.

In the absence of a common communications plan, assisting and jurisdictional units shall communicate face to face.

B. Command Center Interface

Communications between Torrance Dispatch and MFC shall be by radio communications, direct phone line, MDC or other more efficient means.

It is the intent of both agencies that their command centers shall maintain a successful working relationship so that each other's processes and protocols are understood and communication between the centers is efficient.

Public service telephones, MDC, or state recognized VHF channels shall be used to transmit requests for assistance between MFC and Torrance Dispatch. Each dispatch center will provide the other dispatch center with the appropriate telephone numbers.

C. Size-up Required

Assisting units arriving on scene of the emergency prior to the jurisdictional agency shall provide a size-up on the jurisdictional dispatch frequency and maintain communication with their respective home dispatch center.

Upon arrival at emergency incidents, resources shall communicate with each other on the established communication plan.

17. No Third-Party Benefit

This Agreement shall not be construed as, or deemed to be, an Agreement for the benefit of anyone not a party hereto, and anyone who is not a party hereto shall not have a right of action hereunder for any cause whatsoever.

18. Consideration

No party furnishing aid pursuant to this Agreement shall be entitled to compensation for services rendered to the requesting agency, it being understood that the respective covenants contained in this Agreement shall constitute the sole consideration for such services.

19. Hold Harmless

The party requesting assistance is not required to indemnify the party furnishing assistance as to liability or damage imposed by law upon the assisting party for any act or omission of the assisting party or its employees occurring in the performance of the services.

20. No Effect on Master Mutual Aid Agreement

This Agreement will in no way affect or have a bearing on the existing California Master Mutual Aid Agreement.

21. Previous Agreements Canceled

This agreement supersedes and cancels any previous Automatic Aid Agreement between the parties.

LFD/TOR Automatic Aid Agreement
(2023)

Torrance Agreement No. _____

Los Angeles Agreement No. _____

IN WITNESS WHEREOF, this Agreement has been executed on the _____ day of _____, 2023 and is effective and operative as to each of the parties as herein provided.

CITY OF LOS ANGELES

By: _____
KRISTIN M. CROWLEY
Fire Chief

Approved as to form and legality:

HYDEE FELDSTEIN SOTO
City Attorney

Attest:

HOLLY L. WOLCOTT
City Clerk

By: _____
SAMUEL PETTY
Deputy City Attorney

By: _____
Deputy City Clerk

CITY OF TORRANCE

By: _____
DAVID DUMAIS
Fire Chief

Approved as to form:

By: _____
PATRICK SULLIVAN
City Attorney

Approved as to content:

By: _____
ARAM CHAPARYAN
City Manager

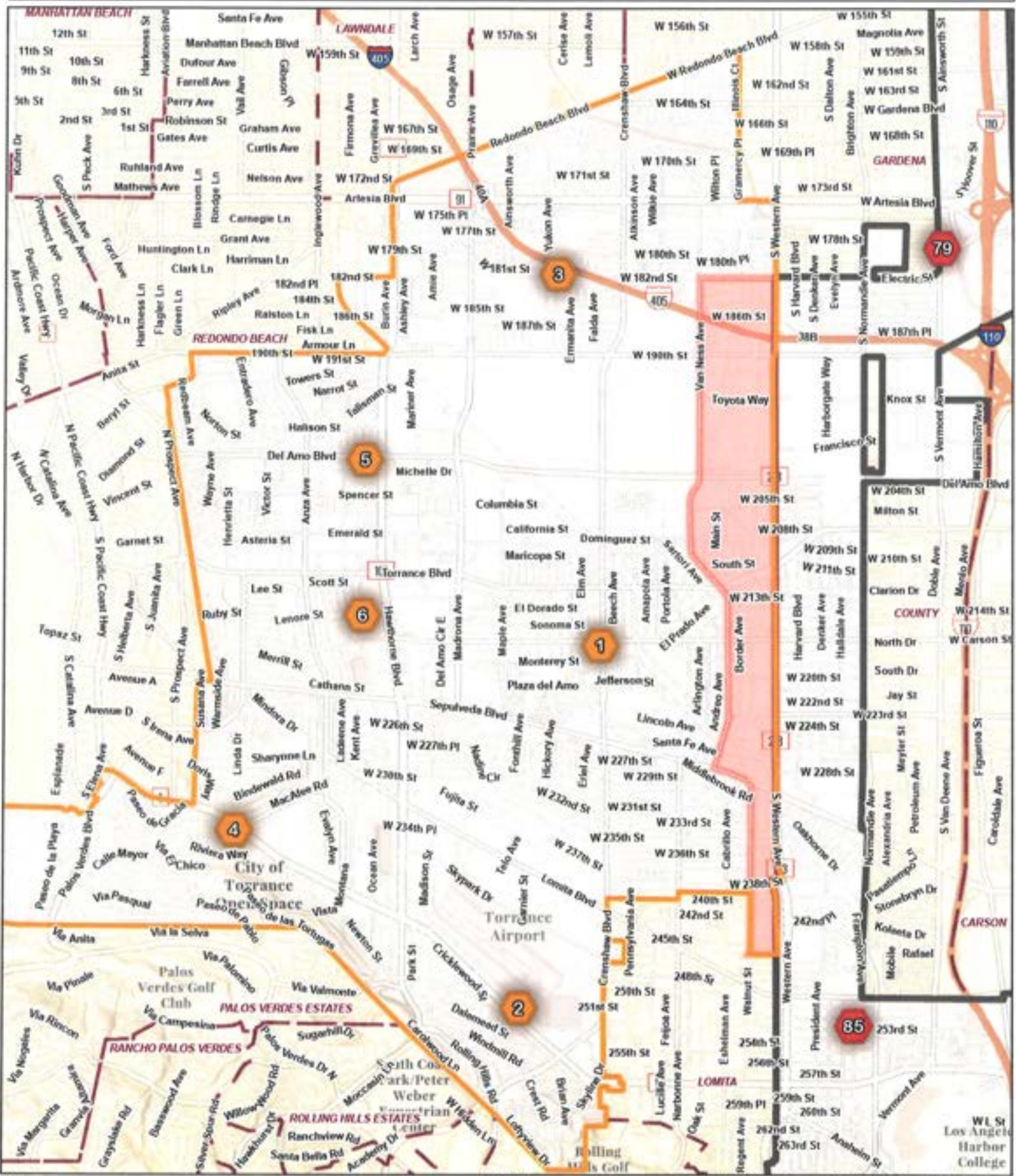
- LFD Fire Stations
- TOR Fire Stations
- Torrance City Boundary
- Los Angeles City Boundary
- Other City Boundaries
- Automatic Aid Boundary - Fire Response

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: LFD to TOR STRUCTURE FIRE (NON-HIGH RISE)

- Resources:
- Initial -
 - 1. Task Force
 - 1. Battalion Chief
 - Additional -
 - 1. Task Force
 - 1. Engine
 - 1. Battalion Chief
 - 1. Paramedic Ambulance



State plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LAFD GIS Unit
San Antonio, GIS Services
October 2009



LFD Fire Stations
 Los Angeles City Boundary
 TOR Fire Stations
 Other City Boundaries
 Torrance City Boundary
 Automatic Aid Boundary - Fire Response

LOS ANGELES FIRE DEPARTMENT

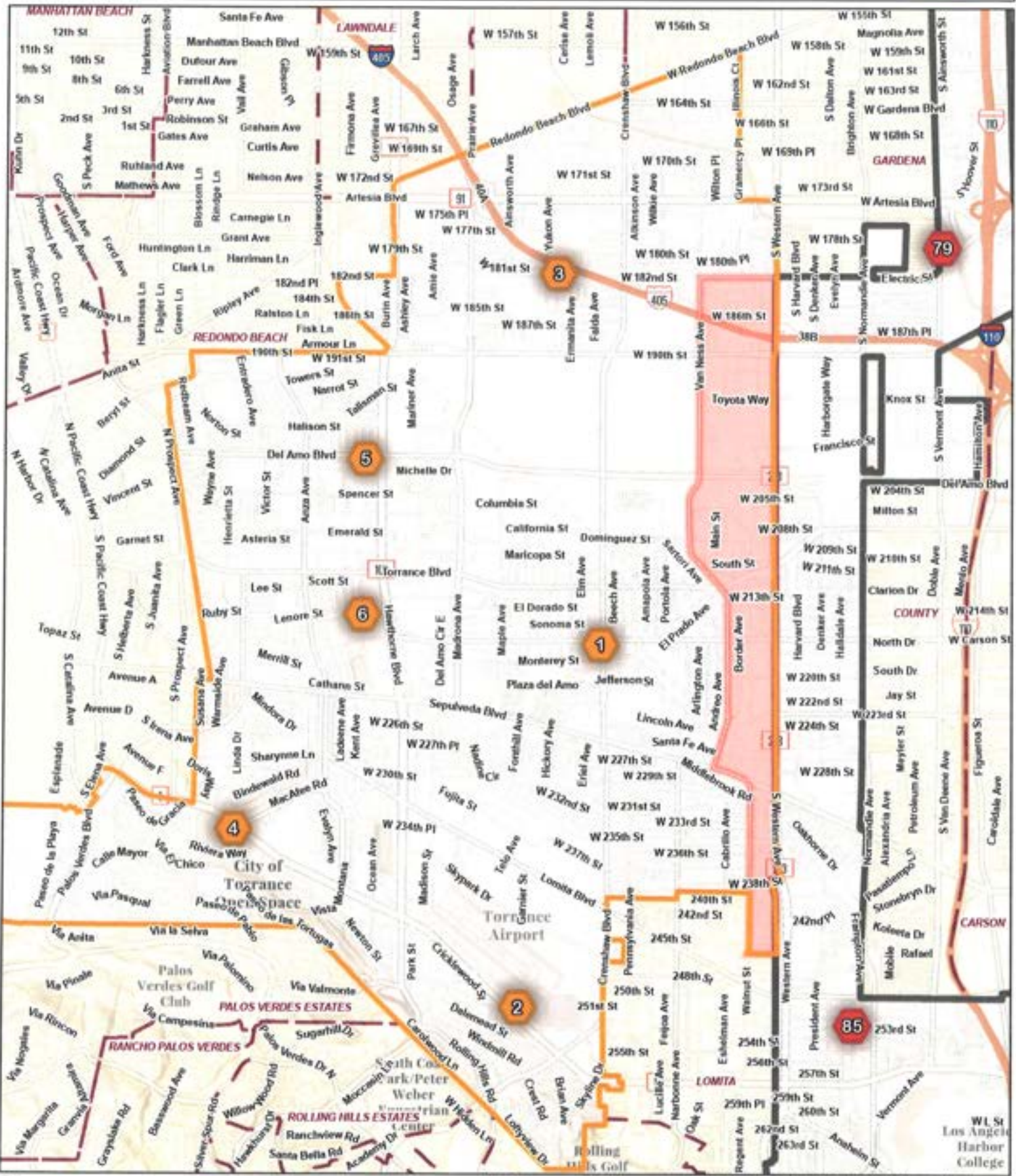
AUTOMATIC AID: LFD to TOR

STRUCTURE FIRE (HIGH RISE)

- Resources:
2. Task Forces
 1. Engine
 2. Paramedic Ambulances
 2. Battalion Chiefs
 1. Assistant Chief



State plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LAFD GIS Unit
Date: October 2020



- LFD Fire Stations
- TOR Fire Stations
- Torrance City Boundary

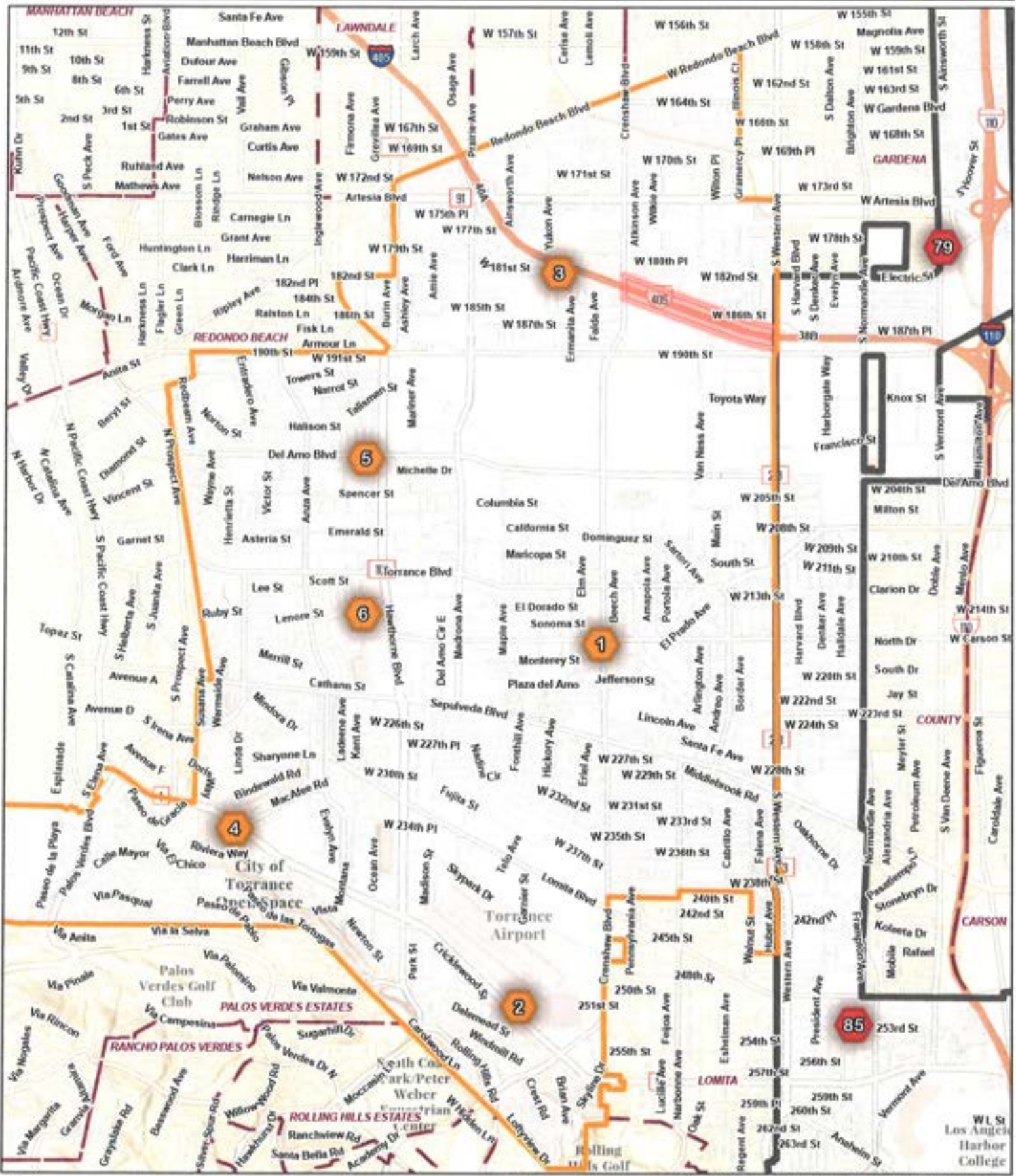
- Los Angeles City Boundary
- Other City Boundaries
- Automatic Aid Boundary - Freeway Incidents

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: LFD to TOR FREEWAY INCIDENTS

- Resources:
1. Engine
 1. Paramedic Ambulance



State Plane Coordinate System
North American Datum, 1983
California, Zone 10
Prepared by LAFD GIS Unit
Date: February 1, 2011
October 2009



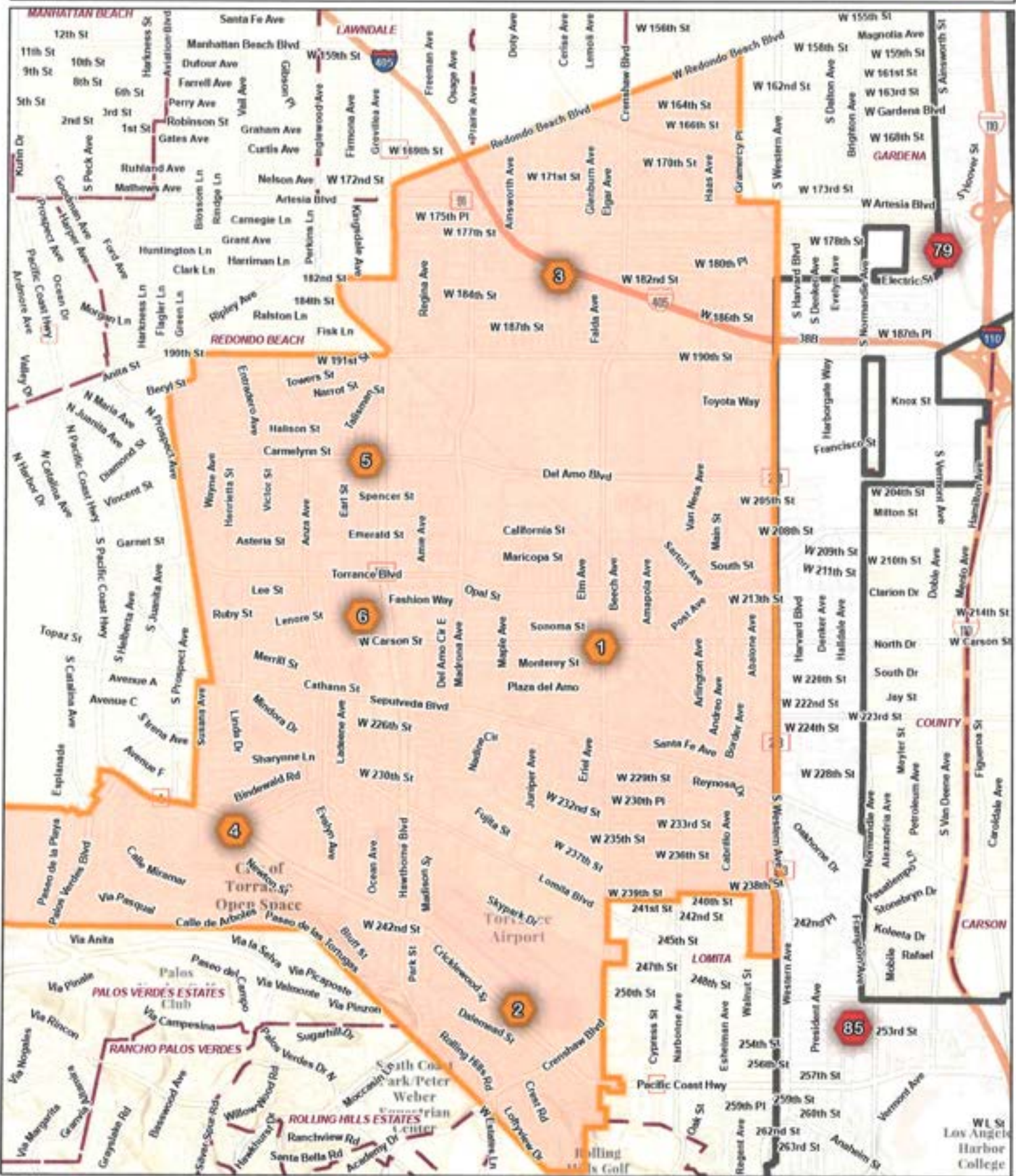
- LFD Fire Stations
- Los Angeles City Boundary
- TOR Fire Stations
- Other City Boundaries
- Torrance City Boundary
- Automatic Aid Boundary - Hazmat Response

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: LFD to TOR HAZMAT

- Resources:
- L Hazmat Task Force
 - L Hazmat Squad
 - L Battalion Chief



State plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LAFD GIS Unit
San Antonio, GIS Department
October 2019



- LFD Fire Stations
- TOR Fire Stations
- Torrance City Boundary

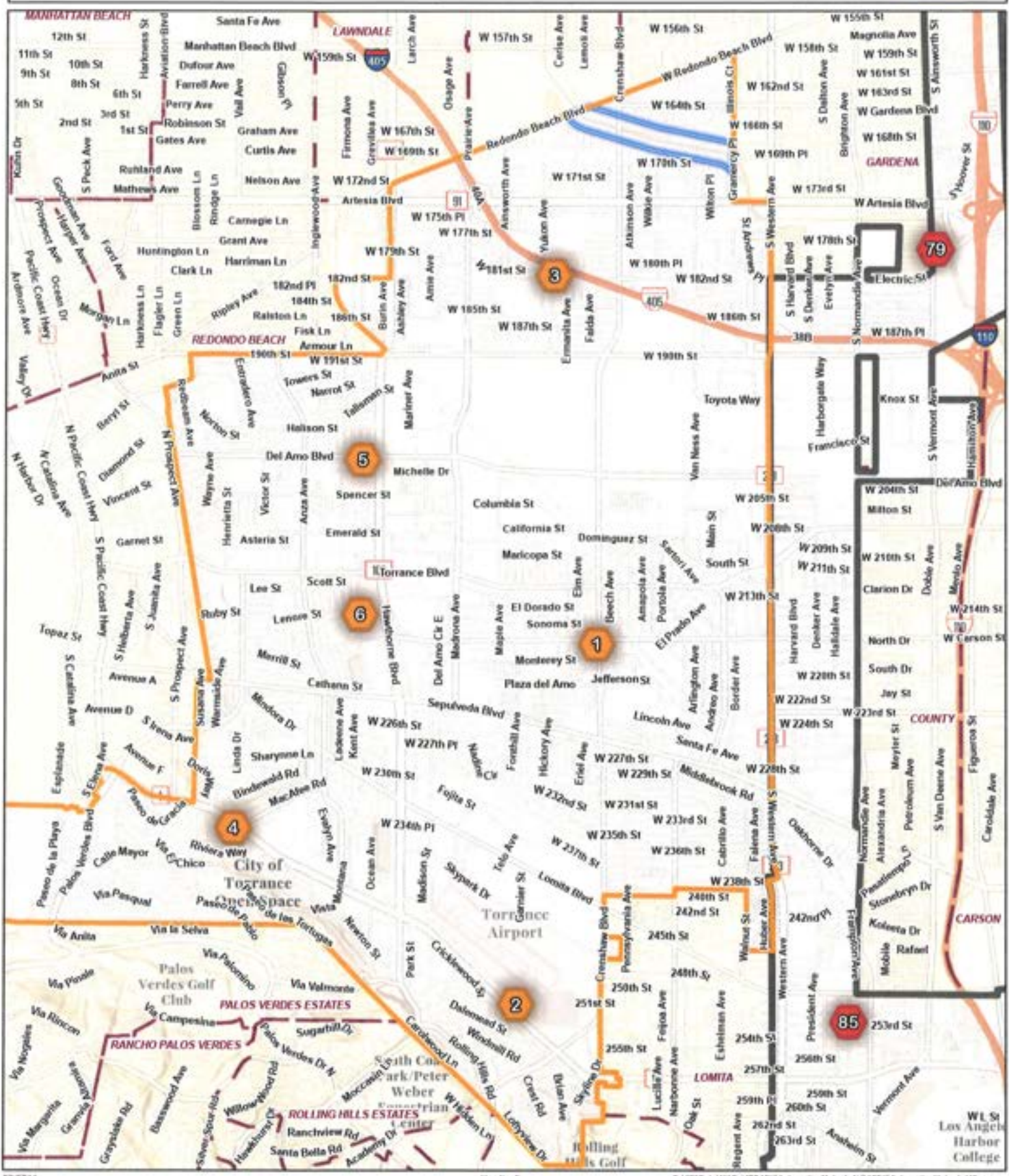
- Los Angeles City Boundary
- Other City Boundaries
- Automatic Aid Boundary - Swift Water Response

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: LFD to TOR SWIFT WATER RESCUE

- Resources:
- 1. Engine
 - 1. Task Force
 - 1. Battalion Chief
 - 1. Helicopter (Hoist Capability)



State Plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LAFD-GIS Unit
Last Revised: GIS Department
October 2008



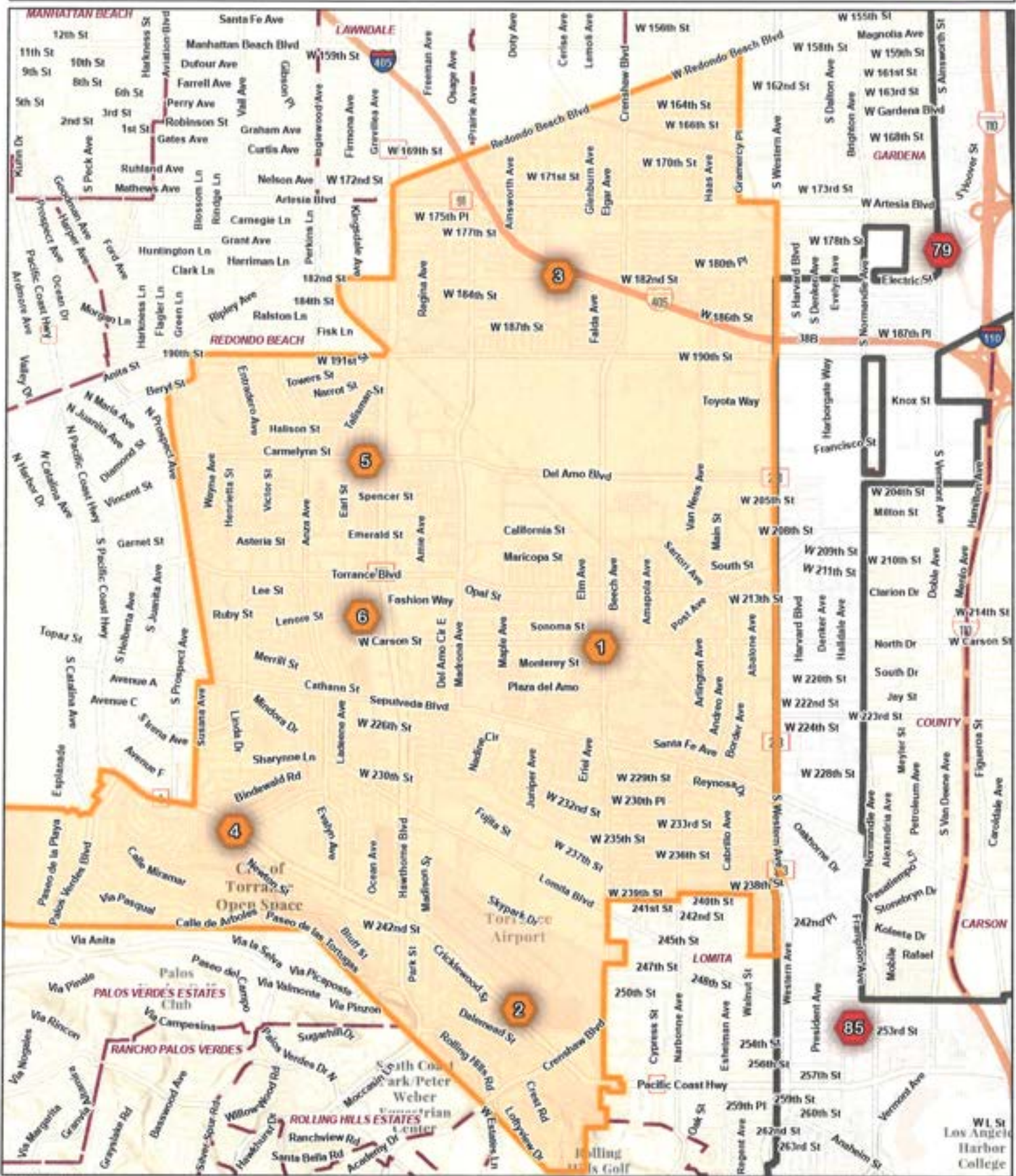
- LFD Fire Stations
- Los Angeles City Boundary
- TOR Fire Stations
- Other City Boundaries
- Torrance City Boundary
- Automatic Aid Boundary - Specialized and Technical Rescue

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: LFD to TOR SPECIALIZED AND TECHNICAL RESCUE

Resources:
Any request by TOR for specialized and technical resources (e.g. USAR, Heavy Rescue, Multi-Casualty Incidents etc.) shall be approved by the LFD Deputy Department Commander (through the MFC Dispatch Center)



State plane Coordinate System
North American Datum 1983
California, Zone 11
Revised by LFD-021-040
New Station: 025 Approved
October 2014



- LFD Fire Stations
- TOR Fire Stations
- Torrance City Boundary

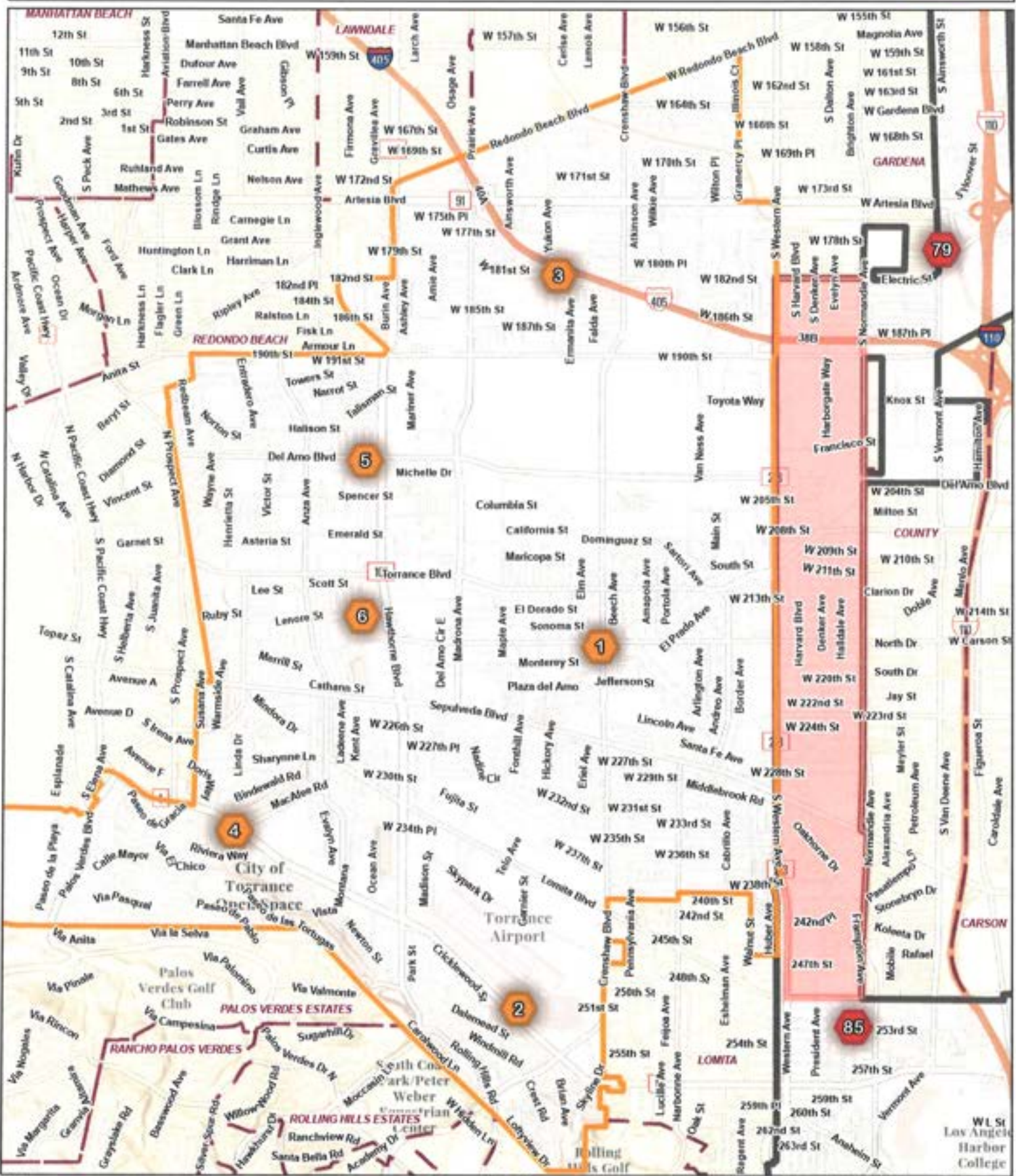
- Los Angeles City Boundary
- Other City Boundaries
- Automatic Aid Boundary - Fire Response

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: TOR to LFD STRUCTURE FIRE (NON-HIGH RISE)

- Resources:
1. Truck
 2. Engines
 1. Battalion Chief



State plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LAFD GIS Unit
Last Update: 05/25/2016
October 2019



- LFD Fire Stations
- Los Angeles City Boundary
- TOR Fire Stations
- Other City Boundaries
- Torrance City Boundary
- Automatic Aid Boundary - EMS Response

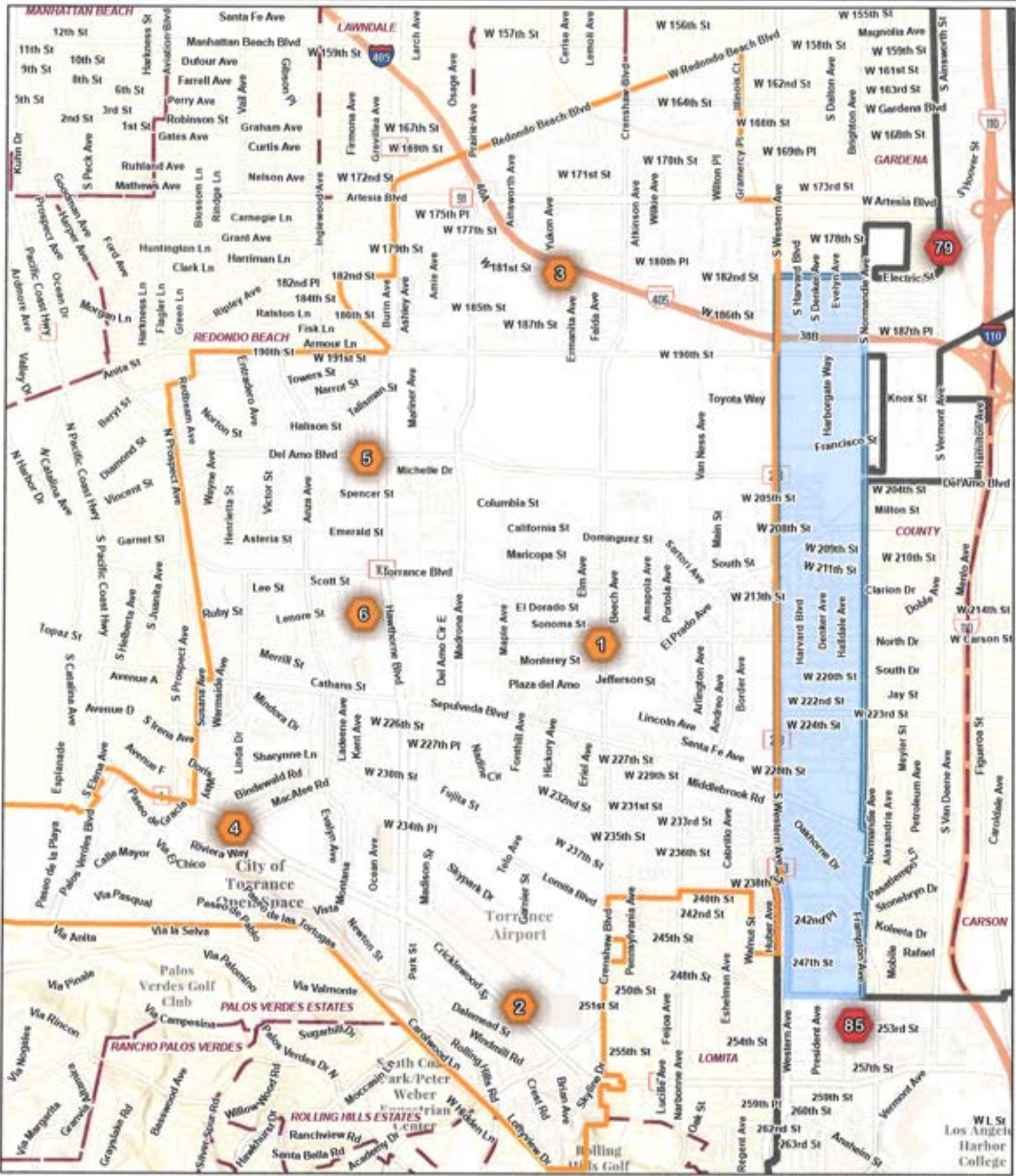
LOS ANGELES FIRE DEPARTMENT

AUTOMATIC AID: TOR to LFD EMS RESPONSE

Resources:
One Paramedic Squad, ONLY if LFD has no Paramedic resources available to respond from Fire Station 79 and 85.



State Plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LAFD GIS Unit
Fire Alarm, GIS Specialist
October 2018



- LFD Fire Stations
- Los Angeles City Boundary
- TOR Fire Stations
- Other City Boundaries
- Torrance City Boundary
- Automatic Aid Boundary - Freeway Incidents

LOS ANGELES FIRE DEPARTMENT AUTOMATIC AID: TOR to LFD FREEWAY INCIDENTS

- Resources:
- L Engine
 - L Truck
 - L Paramedic Rescue



State Plane Coordinate System
North American Datum 1983
California, Zone 10
Prepared by LFD GIS Unit
San Antonio, CA
October 2020

