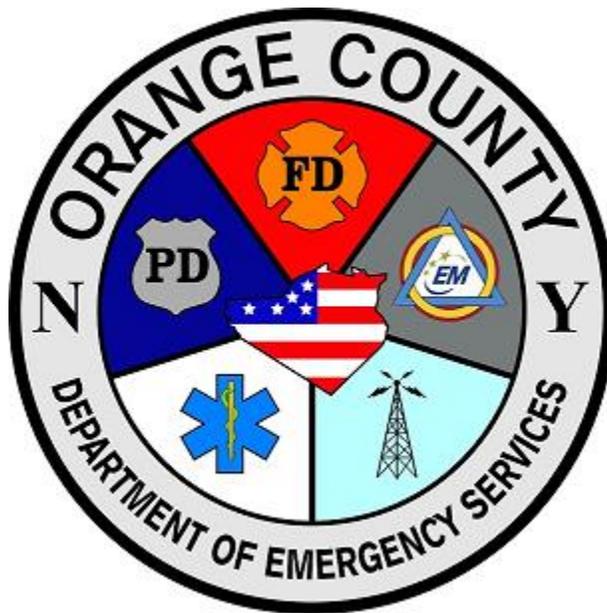


ORANGE COUNTY FIRE MUTUAL AID PLAN

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Orange County Fire Mutual Aid Plan

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Revised	2019

This revision supersedes all previous Orange County Mutual Aid Plans.

Recommended for adoption by the Orange County Fire Advisory Board
Rich Graham, Chairperson
Date: 7/18/18

Reviewed and Approved by New York State Office of Fire Prevention and Control
William Rifenburgh, Deputy Chief
Date: 5/3/19

Submitted by the Orange County Fire Coordinator, Vini Tankasali
Date: 8/31/19

Adopted by the Orange County Legislature
Date: 10/3/19

Approved by the Orange County Executive, Steven M. Neuhaus
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ORANGE COUNTY FIRE MUTUAL AID PLAN

Purpose

The purpose of this Orange County Fire Mutual Aid Plan (“Plan”) is to provide assistance and protection to all Orange County (“County”) communities in the case of fire and other emergencies in which the services of appropriately trained firefighters and equipment in accordance with accepted standards would be used and to cooperate and act in accordance with New York State (“State”) and local laws.

Statement

A community’s responsibility in fire protection is to prevent and/or limit the loss of life and property due to a fire or fire-related emergency. In fulfilling this responsibility, a fire agency must maintain appropriately trained personnel, appropriate resources necessary for safe and effective firefighting operations, and uniformity within the County Fire Mutual Aid System.

Administration

The administration and execution of this Plan shall be the duty of the County Fire Coordinator as defined by County Law Section 225-a (3).

Definitions

“**Fire Agencies**” shall, for the purposes of this Plan, include Fire Departments, Fire Companies, Fire Districts (incorporated and unincorporated), and shall also include any firefighting unit as may be defined or described in Section 209 of the New York State General Municipal Law (“General Municipal Law”).

“**Incident Commander**” shall refer to the individual responsible for incident activities, including the development of strategies and tactics as well as the requesting and release of Mutual Aid resources. The Incident Commander has overall authority and responsibility for incident operations.

“**Mutual Aid**” is organized, supervised, coordinated, cooperative, reciprocal assistance in which appropriately trained personnel, equipment and the physical facilities of all participating Fire Agencies, regardless of type or size, are utilized for fire and other emergencies in which the services of firefighters would be used throughout the County and its adjacent areas.

“**NFPA**” means the National Fire Protection Agency.

Amendments

Amendments to this Plan will be made whenever deemed necessary by the County Fire Advisory Board and/or the County Fire Coordinator, but at minimum every five (5) years. Amendments shall follow this procedure:

1. Fire service agencies may submit written comments regarding this Plan to the County Fire Coordinator annually on or before October 31st.
2. Proposed amendments shall be:
 - a. prepared by the County Fire Coordinator.
 - b. reviewed and recommended by New York State Office of Fire Prevention and Control (“OFPC”).
 - c. reviewed and recommended by the Commissioner Department of Emergency Services.
 - d. reviewed and recommended for adoption by the County Fire Advisory Board.
 - e. submitted to the County Legislature for adoption by the County Fire Coordinator.
 - f. adopted by the County Legislature.
 - g. approved by the County Executive.
3. The approved Plan will be submitted to the OFPC for inclusion in the State Fire Mobilization and Mutual Aid Plan (“State Plan”).

Mutual Aid Overview

Mutual aid is a regular part of the Office of Fire Prevention and Control State Fire Mobilization and Mutual Aid Plan and it is agreed that all present and future Fire Agencies organized pursuant to law that are located within the County, or its adjacent areas, are expected become part of this Plan.

Agencies operating under this Plan will operate under the National Incident Management System as mandated by Homeland Security Presidential Directive HSPD-5.

With the possibility of the need for mutual assistance in time of fire or other emergency, where the services of appropriately trained firefighters and/or equipment would be used, the cities, villages, districts, and Fire Agencies of the County and its adjacent areas have pledged their firefighting equipment, rescue equipment, appropriately trained personnel and recognize they have a contractual obligation to comply with this Plan, as now in force and as amended in the public interest from time to time.

Participation

Entering and Participating in this Plan.

The Fire Agencies eligible for participation in this Plan at the time of its adoption are set forth in Appendix I.

Any duly established fire agency eligible for participation in this Plan may participate in this Plan by filing in the Office of the County Fire Coordinator a certified copy of a resolution substantially in the form set forth in Appendix II hereof, as appropriate, duly adopted by the appropriate governing board of that fire company or fire department¹. Such resolution shall state that such fire company or fire department: (i) elects to participate in this Plan; (ii) acknowledges and accepts their financial responsibility for such participation pursuant to General Municipal Law Section 209(2) – (4); (iii) agrees to comply with all the provisions of this Plan; (iv) to the best of its knowledge, knows of no resolution against “outside service” by such fire company or fire department that would affect the power of such company or department to participate in this Plan or, alternatively, identities with specificity such restrictions; (v) will respond to all calls for assistance from another fire company or fire department through the County Division of Emergency Communications; and (vi) will deliver an executed copy of the Plan to the County Fire Coordinator.

If a fire agency reorganizes to such an extent that either it or its governing body changes form, written notification of such reorganization shall be given to the County Fire Coordinator and a new resolution shall be adopted and filed in the Office of the County Fire Coordinator within thirty (30) calendar days of such reorganization.

Extent and Limit of Participation by State and Federal Institutions.

State and Federal institutions may participate in this Plan to the extent State and Federal Laws allow such participation by agreement and such agreements make provision for financial responsibility for their personnel.

Extent and Limit of Participation Out of State (with Adjacent Counties in State of New Jersey and Commonwealth of Pennsylvania).

At the time of adoption of this Plan there is no formal agreement making provision for Mutual Aid with the State of New Jersey or the Commonwealth of Pennsylvania. Local reciprocal assistance, if any, is in accordance with Section 14-G of the General Municipal Law. All requests for assistance will be routed through the County Emergency Communications Center.

¹ Villages	Resolution to be adopted by the Board of Fire Commissioners, if any, if not, by the Village Board.
Cities	Resolution to be adopted by the City Council
Fire Districts:	Resolution to be adopted by the Board of Fire Commissioners
Towns:	Resolution to be adopted by the Town Board when fire department has their headquarters outside villages and or Fire Districts are located in Fire Protection or Fire Alarm Districts.

Those departments who are willing to provide services to fire departments across state lines may do so after ensuring proper insurance coverage for personnel and equipment and indicating their availability or unavailability to respond in accordance with the provisions of General Municipal Law Article 14-G. Departments who are unwilling or are unable to provide services to fire departments across state lines must notify the County Fire Coordinator of such in writing.

Extent and Limit of Participation with Adjacent Counties in the State.

Mutual aid is provided to and received from Sullivan, Ulster, Dutchess, Putnam, Rockland and Westchester Counties. Requests for such Mutual Aid shall be made through the respective fire control centers under the direction of their county fire coordinator or legally appointed deputies in accordance with this Plan and the State Plan. Mutual aid from other counties within the State, but not adjacent to Orange County, shall be provided under the provisions of the State Plan.

Request for Mutual Aid.

Each participating fire department or fire company may request assistance from another fire company or fire department pursuant to the provisions of this Plan. Requests shall take the following forms:

- The request of a fire chief or officer in charge of any fire or other emergency.
- The pre-planned and/or automatic pre-planned response to any building, area, or district agreed upon by all agencies involved and filed in writing at the County's Emergency Communications Center.

Incidents Deemed to be in Another Jurisdiction

Whenever a Fire Department responds to an incident and determines it to be out of their jurisdiction, they shall take the following actions.

1. Notify the County's Emergency Communications Center to either dispatch or notify the duty officer of the proper fire department.
2. Take appropriate action to control the incident.

Note: All requests for Mutual Aid shall be requested through the County Emergency Communications Center. In all cases, the fire department or fire company receiving the Mutual Aid would be the requestor of record.

Obligation to Respond.

Under this Plan, a fire department is obligated to respond to any call for assistance from another fire department. There are certain situations in which a fire department would not be expected to respond on a Mutual Aid call, such as, when equipment is temporarily

out of service due to maintenance, when a department is operating at its own emergency, or when a department is unable to provide adequate staffing. A fire department's main obligation is to protect its own jurisdiction. Additionally, a fire department may restrict its outside activities, provided notice is given to the County Fire Coordinator outlining those restrictions. (i.e. special equipment that cannot leave the jurisdiction, equipment for which ordinary structural fire equipment would not be an adequate substitute for, equipment that is not adaptable for highways, or distance limitations)

Each participating fire department or fire company shall respond to any call for assistance from another fire company or fire department with appropriately trained personnel and equipment made pursuant to the provisions of this Plan and the Orange County Mutual Aid Staffing and Response Policy (Appendix III).

Should any fire company or fire department refuse to respond to a call for assistance from a participating fire company or fire department, the chief of the fire department or fire company refusing to respond together with one or more members of its governing body (fire commissioners, village board, town board or member of the Board of Directors) shall, upon notification from the County Fire Coordinator, appear before the Fire Advisory Board. Notice of time and place of the hearing shall be given by the County Fire Coordinator by registered mail on not less than ten (10) calendar days' notice prior to the day of the hearing.

The notice must specify the details of the alleged failure to respond. The Fire Advisory Board must forward to the County Fire Coordinator its written findings and recommendations. The County Fire Coordinator, upon receipt of such findings and recommendations, must take appropriate action, including, but not limited to suspension or ejection from this Plan provided that no area of the County shall be left unprotected. The County Fire Coordinator does not possess the power to take disciplinary action against a fire company officer. Notification of the action taken will be sent to the fire department/fire company insurance carriers and ISO commercial risk services.

Once a fire department responds to a Mutual Aid request, that department's equipment and manpower are committed to the requesting department until released by the officer in charge of the requesting department. The Officer in Charge of the requesting department will make every effort to release Mutual Aid, both on-scene and on-standby, as soon as it is feasible to do so to allow resources to return to service in their own jurisdiction.

Departments requesting standby units from other agencies must provide reasonable accommodations for the standby company's apparatus and crew. The requesting department's Officer in Charge will consider rotating standby units or crews for extended operations. Any department that may need to vacate a standby must receive approval from the Officer in Charge of the requesting department. A Deputy County Fire Coordinator may be utilized as a point of contact.

For any apparatus responding to a Mutual Aid call or whose equipment may be utilized by Mutual Aid personnel, Fire Departments participating in this Plan agree to complete annual aerial, hose, ladder and pump testing as listed:

- Performance Testing of Aerial Devices per NFPA 1911 (Current Edition), Chapter 19
- Performance Testing of Fire Pumps per NFPA 1911 (Current Edition), Chapter 18
- Service Testing of Ground Ladders per NFPA 1932 (Current Edition), Chapter 7
- Service Testing of Fire Hose per NFPA 1962 (Current Edition), Chapter 4

Withdrawal from this Plan.

Any fire company, fire department, or governing body may elect to withdraw from this Plan by adopting a resolution to such effect. Withdrawal shall become effective thirty (30) calendar days after receipt by the County Fire Coordinator.

Withdrawal from this Plan will result in the suspension of Mutual Aid. Such withdrawal shall remain in effect until such fire company or fire department re-enters this Plan by resolution and has been approved to do so by the County Fire Coordinator.

Any fire company or fire department withdrawing from this Plan, upon the effective date, shall surrender and return to the County Fire Coordinator's Office all County owned equipment.

Effective as of the date of withdrawal, all permissions to use County licensed radio frequencies and radio permits are revoked and all radio identifiers and call signs issued to a withdrawing fire company or fire department shall be cancelled effective on the date of withdrawal, except for those departments or companies possessing FCC issued licenses.

Use and Abuse of Mutual Aid.

Mutual aid is organized, supervised, coordinated, cooperative, reciprocal assistance in which appropriately trained personnel, apparatus, equipment and physical facilities of fire departments, regardless of type or size, are utilized for a fire or other emergency in which the services of firefighters would be used throughout the County and other adjacent areas.

It is not conceivable that every fire department would be expected to have personnel and equipment available to handle every emergency situation that it may encounter. Therefore, Mutual Aid is used to bring specialized equipment and personnel to those situations that are above and beyond the ordinary or where equipment and manpower of a fire department may be taxed. The important aspect of Mutual Aid is that it is a reciprocal agreement between fire departments. It is expected to be given as well as received. It is also expected that a fire department will have the resources to respond with at least one piece of equipment to a neighboring community on Mutual Aid and still provide adequate coverage to its own district.

Automatic responses are used as a part of this Plan to bring extra equipment to target hazards, fill in temporarily for equipment being out of service or to cover areas when roads or bridges are closed. An automatic response is considered above and beyond the intent of Mutual Aid. When an automatic response is initiated, it must be agreed to by all parties involved in the automatic response. Mutual aid and/or automatic responses are not intended to be used to cover a jurisdiction's discretionary reduction in personnel or equipment. In all cases where Mutual Aid or an automatic response is requested, the jurisdiction requesting assistance is financially responsible for the loss or damage of all equipment responding to, operating at, or returning from a Mutual Aid call, including stand-by. Additionally, this responsibility extends to the replacement of any expendable items such as foam, firefighting chemicals etc.

In instances where the use of Mutual Aid or automatic responses becomes excessive or abusive, the department will investigate ways to overcome the burden. For example, attempts will be made to recruit additional volunteers, fire protection districts may be created within a jurisdiction to reduce the response area of a fire department or pay-per-call or contracted automatic responses may be negotiated.

It must be understood that the intent of Mutual Aid is to provide needed qualified manpower and equipment during those instances where a fire department has allocated all local resources and yet additional assistance is needed to mitigate the incident. Mutual aid should not become routine unless it is by the mutual agreement of the parties involved and the assistance is reciprocal.

Should any fire department deem another fire department to be abusing Mutual Aid, the chief of the department reporting the abuse will notify, in writing, the County Fire Coordinator with specifics detailing the alleged abuse. The chief of the fire department accused of abusing Mutual Aid and one or more members of its governing body (fire commissioners, village board, town board or member of the Board of Directors) shall, upon notification from the County Fire Coordinator, appear before the Fire Advisory Board. Notice of time and place of the hearing shall be given by the County Fire Coordinator by registered mail, not less than ten (10) calendar days prior to the day of the hearing. The notice must specify the details of the alleged abuse of Mutual Aid.

The Fire Advisory Board must forward to the County Fire Coordinator its written findings and recommendations. The County Fire Coordinator, upon receipt of such findings and recommendations, must take appropriate action, including, but not limited to suspension or ejection from this Plan, provided that no area of the County shall be left unprotected. The County Fire Coordinator does not possess the power to take disciplinary action against a fire company officer. Notification of the action taken will be sent to the fire department/fire company insurance carriers and ISO commercial risk services.

Organization

The organizational chart for the Fire Services in the County appears in Appendix IV.

Office of the County Fire Coordinator

County Fire Coordinator – The County’s Board of Supervisors under Act No. 7 of 1951 created the Office of the County Fire Coordinator to develop and maintain programs for fire training and Mutual Aid in cases of fire and other public emergencies in which the services of firefighters would be used, and to cooperate with the Office of Fire Prevention and Control. The County Fire Coordinator acts as a liaison between the County Executive, County Legislature, the Fire Advisory Board, the fire fighting forces throughout the County and the officers and governing boards or bodies thereof.

Local Law No. 8 of the year 2003 amended the County Charter, duly adopted by Local Law No. 8 of the year 1968, and the County Administrative Code, duly adopted by Local Law No. 10 of the year 1969, creating the Department of Emergency Services for the purpose of consolidating oversight and supervision for emergency communications, emergency management, fire services, emergency medical services, and police liaison services. Local Law No. 8 of the year 2003 enacted Section 26.02(1) of the Charter, which reads, in pertinent part: “The Commissioner of Emergency Services shall: ... have charge, oversight and supervision for the Divisions of Emergency Communications, Emergency Management, Fire Services, Emergency Medical Services and Police Liaison Services.”

Further, Local Law No. 8 of 2003 enacted Section 26.05 of the Charter that provides: “There shall be a Division of Fire Services headed by a Deputy Commissioner (AKA County Fire Coordinator) who shall be appointed in accordance with Section 26.02(3) on the basis of his/her experience and qualifications for the office. He or she shall have oversight and be responsible to the Commissioner [of Emergency Services] for fire operations, fire investigations, hazardous material responses, technical rescue and training affiliated with such. He or she shall have and exercise all powers and duties as conferred or imposed upon him the Commissioner.”

Extent and limit of authority of the County Fire Coordinator.

The County Fire Coordinator, as Chief Administrative Fire Officer at the County level, will have the following duties and responsibilities:

- Prepare and/or update and administer this Plan.
- Respond to the scene of fires and other emergencies requiring the services of firefighters and serve as an aide to the Fire Chief/Incident Commander in obtaining needed equipment, technical assistance, coordination at the scene, liaison to other agencies or other functions as may be requested by the fire chief or officer in charge. The notification policy for the Fire Coordinator and Deputy Fire Coordinators appears in Appendix VII.
- Coordinate the State Fire Training Program with the Office of Fire Prevention and Control.

- Oversee the Fire Training Center Manager in administering and supervising the County Fire Training Center and all training programs developed by staff for the benefit of the County fire services.
- Serve as liaison officer between the fire service in the County and Office of Fire Prevention of Control, the County Executive, the County Legislative, and the Fire Advisory Board.
- Plan and estimate the need for additional or unique equipment for the County specialty teams (technical rescue, hazardous materials, and fire investigation) and recommend the purchase of such equipment or the organization of such teams.
- Ensure all County fire companies and departments participate in the State Fire Reporting System.
- Develop and administer a plan for Arson Control for the County adopted by the County Legislature and approved by the County Executive and oversee the operation of the County Fire Investigation Unit.
- Develop and administer a plan for Hazardous Material Control for the County adopted by the County Legislature and approved by the County Executive and oversee the operation of the County Hazardous Materials Response Team.
- Develop and administer plans for other emergencies in which the services of firefighters would be used.
- Act as liaison between the fire service companies and department and all other emergency service agencies.
- Ensure the adequate distribution of fire equipment within the County during times of extreme emergency situations and may, at his/her discretion, re-deploy equipment to ensure adequate resources and coverage throughout the County.

Note: When equipment is relocated as a precautionary measure, by the County Fire Coordinator or his/her representative, responsibility for damage or loss of such equipment remains the obligation of the individual department. Upon assignment to an incident, then loss or damage becomes the responsibility of the department requesting Mutual Aid resources.

Note: The chief of each fire department will be the primary point of contact for the County Fire Coordinator. The chief of fire department is responsible to notify his/her respective fire district or municipal boards and his/her subordinate officers and members of any matters or policies that warrant their awareness.

Deputy County Fire Coordinators.

Deputy County Fire Coordinators represent the County Fire Coordinator at the scene of fires and emergencies where the services of firefighters would be used. A County Fire Coordinator or Deputy County Fire Coordinator may not assume command at any incident.

The County Fire Coordinator shall appoint and supervise all Deputy County Fire Coordinators, and assign them to a battalion, special team, or special function, to assist with the implementation of this Plan. Deputy County Fire Coordinators shall serve at the pleasure of the County Fire Coordinator for a term of five (5) years and may be removed at any time at the discretion of the County Fire Coordinator. Deputy County Fire Coordinators may be re-appointed at the conclusion of their five (5) year term at the discretion of the County Fire Coordinator.

Line of Authority

Absence of the County Fire Coordinator.

The County Fire Coordinator shall designate in writing on file in the Office of the County Clerk and the Clerk of the County Legislature, the order in which Deputy County Fire Coordinators are to possess powers and perform the duties of the County Fire Coordinator during his/her absence or inability to act, pursuant to Section 401(2) of the County Law.

Vacancy in the Position of County Fire Coordinator.

The County Commissioner of Emergency Services shall designate an acting County Fire Coordinator to perform the duties of County Fire Coordinator until a permanent successor is appointed by the County Executive and approved by the County Legislature.

Status of Local Fire Department

Maintenance of Individuality.

Each fire department in this Plan shall retain its internal command and individuality.

Authority of “requesting” fire chief or officer in charge.

A “requesting” fire chief or officer in charge is the one who requests Mutual Aid for his/her department in accordance with this Plan.

The “line of command” at a fire or other emergency, in which services of firefighters and officers are utilized under Mutual Aid, remains with the fire department requesting Mutual Aid.

The fire chief or Incident Commander will work with the County Fire Coordinator and/or Deputy County Fire Coordinators and chiefs, line officers, or acting officers of the departments providing Mutual Aid. The firefighters in the assisting departments will be supervised by their own officers, who in turn, are commanded by officers of the department requesting Mutual Aid. Under no circumstances shall a Mutual Aid department leave their assigned task until properly relieved and released by the Incident Commander.

A department requesting a standby company shall leave personnel at their station to act as guides for the Mutual Aid company when possible.

It is the obligation of the requesting chief or officer in charge to promptly release Mutual Aid departments as soon as feasible.

Any firefighter having responded to an incident, shall not make statements, provide photos or other images to the news media, or engage in social media regarding the incident, unless authorized to do so by the Incident Commander of the incident and through any internal approvals of their department. Any request for information regarding an incident is to be directed to the Incident Commander of the incident.

State Institutions.

If any State institutions not participating in Mutual Aid request the fire department in whose jurisdiction the institution lies, the command of the operation shall lie with the local fire department's officer in charge, who will in turn cooperate with the institution's chain of command. Any additional Mutual Aid shall be the responsibility of the local fire department's officer in charge. The firefighting costs and incurred losses are reimbursable under Section 54-e of the State Finance Law.

Federal Institutions.

Federal agencies are allowed under Federal Regulations to have reciprocal agreements. Mutual aid assistance losses or damages are recoverable under the Federal Fire Prevention and Control Act of 1974. Fire Agencies that engage in firefighting on a property under the jurisdiction of the United States may file a claim for reimbursement for the amount of direct expenses and losses incurred by such fire service under 15 U.S.C.§2210.

Operation of the County Department of Emergency Communications

Coordination and Dispatching Service.

Operation of the County Fire Mutual Aid Radio System ("Fire Radio System") is under the jurisdiction of the Division of Emergency Communications. Specifications of the system can be found in the current version of the County Radio Field Guide (Appendix V).

All requests for Mutual Aid must be requested through the County Emergency Communications Center.

Radio and Telephone Communications Regulations.

Radio and telephone communications procedures shall conform to that prescribed by the then in effect County Radio Field Guide (Appendix V), the Federal Communications Commission Rules and Regulations, and the procedures and protocols as promulgated by the County Division of Emergency Communications.

No fire radio may operate on frequencies licensed under the Fire Radio System unless specifically authorized by the County Fire Coordinator or the Deputy Commissioner of the Division of Emergency Communications, County Department of Emergency Services.

Method of Determining Status of Equipment, Apparatus, and Manpower.

Each fire chief, upon taking office or upon the request of the County Fire Coordinator, shall update his/her respective fire department's inventory list, officer contact list and review box alarms to ensure that information maintained at the County Division of Emergency Communications is up to date and correct. From these records, the County Fire Coordinator and/or his/her Deputies will notify Office of Fire Prevention and Control of updated inventories on an annual basis. These inventory records shall be consistent with the National Incident Management System of typing and kinding.

Note: Assignment of apparatus numbers will be dictated by the County Fire Coordinator.

Standard Thread

All apparatus and its associated equipment participating in this Plan shall be equipped with standard threads as defined by the National Bureau of Standards or provide sufficient adapters to permit interconnection with National Standard threads according to General Municipal Law Section 209(e)(5).

Participation in the State Plan

The County Fire Coordinator or his/her Deputy, in line of authority designated pursuant to Section 401 of the County Law, after utilizing all available assistance within the County, may contact Office of Fire Prevention and Control and request activation of the State Plan. The County Fire Coordinator or his/her Deputy shall, upon request, commit resources to counties throughout the state under the State Plan. Those departments sending resources under activation of the State Plan are responsible for their own equipment and personnel while enroute. Upon assignment, the requesting department becomes liable for any loss or damage to apparatus or equipment or supplies used or operating and maintenance expense in accordance with Section 209-e of the General Municipal Law.

Authority and Responsibility of the Regional Fire Administrator.

The authority and responsibility of the Regional Fire Administrator under the activated State Plan is established by Office of Fire Prevention and Control.

Retirement Provisions Relating to the Position of Regional Fire Administrator.

Should the County Fire Coordinator be separated from his/her office for any reason, he/she is simultaneously separated as Regional Fire Administrator if he/she also holds that position. The State Fire Administrator is authorized by law to appoint this regional position.

County Number.

The County number issued to the County under the State Plan is 36 and that County number shall be utilized on all reports etc.

Coordination with Other Emergency Services

Inter-service Coordination.

The County Fire Coordinator shall develop and establish agreements, formal or informal, with appropriate emergency and public service organizations. Resource information on police, EMS, gas, and electric power, telephone companies, hospitals, Coast Guard, local industries, State, and Federal agencies shall be maintained at the County Division of Emergency Communications. Requests for these services shall come through the Division of Emergency Communications as appropriate.

County-Wide Fire Reporting

Collecting and Analyzing Reports on Fires.

Each chief, or his/her designee, of a fire department participating in this Plan is directed to participate in the State Fire Reporting System as required under General Municipal Law Section 204-d.

Training

The courses developed by the Office of Fire Prevention and Control are adopted as standard through the County.

The County Fire Coordinator or his/her designee shall:

1. select locations and dates for courses;
2. supervise instruction by County Fire Instructors and audit classes instructed by State Fire Instructors;

3. determine need for existing courses and new courses; and
4. subject to appropriations maintain fire training center facilities and training props;

Arson Control Program

County Resolution 306 of the year 2000 duly adopted on December 7, 2000 established the County Fire Investigation Unit. The County's Arson Control Program includes a cooperative regional effort on the part of fire and police agencies, prosecuting personnel, and the Division of Fire Services according to General Municipal Law Section 204-c. Such program will encompass public awareness, training of County firefighters in cause and origin determination, and training for firefighters and police personnel involved in arson investigation. The County's Arson Control Program operates pursuant its plan for arson investigation, which is reviewed annually and updated at least every five years. The County Fire Coordinator, in conjunction with the Deputy County Fire Coordinator for Arson Investigation, shall have the responsibility of reviewing and updating this Plan. The County Joint Accelerant Detection Canine Program, established in 2017, is a joint program between the County Sheriff's Office, County Fire Services, and the County District Attorney's Office to provide an Arson Detection Canine resource (staffed by the County Sheriff's Office) to the County.

Emergency Hazardous Materials Control Program

County Resolution 307 of 2000 duly adopted on December 7, 2000 established the County Hazardous Materials Emergency Response Team. The Emergency Hazardous Materials Control Program provides an organized, coordinated, cooperative structure to help mitigate incidents involving substances which, by their nature, are likely to cause death or injury to responding public safety forces and the general public. The public safety interest of the program is to provide training, technical assistance, mitigation and decontamination in accordance with General Municipal Law Section 204-f. The County Hazardous Materials Emergency Response Team operates under the County's plan for emergency hazardous materials, which is reviewed annually and updated at least every five years. The County Fire Coordinator, in conjunction with the Deputy County Fire Coordinator for Hazardous Materials, shall have the responsibility of reviewing and updating this Plan. The Orange County Hazardous Materials Emergency Response Team's response may include equipment from partner agencies as necessary. The Orange County Hazardous Materials Emergency Response Team will participate in a regional partnership with Rockland County, Sullivan County and Ulster County.

Technical Urban Search and Rescue Program

County Resolution 267 of 2009 duly adopted on November 5, 2009 authorized the County Executive, together with the Commissioner of Emergency Services, to create in the Division of Fire Services a specialized countywide rescue team pursuant to General Municipal Law Section 204-bb. The Technical Urban Search and Rescue Program provides an organized, coordinated, cooperative structure to provide resources for

building collapses, trench rescues, rope rescues, or any other operation that is deemed a special operation. The County Technical Rescue Team is comprised of several individual fire departments, located in Orange and Sullivan Counties together with individual members who reside in the County. Equipment may respond from partner agencies as necessary.

Regional Teams

“Regional Teams” are defined as two (2) or more Fire Agencies responding together to provide a specific function or service. Examples may include water rescue teams/taskforces, firefighter assist and search teams (FAST), and dive rescue/recover teams and must be approved by the County Fire Coordinator. Once approved, notification of the team, including departments participating in the team, will be made through the County Fire Coordinator. Requests for these teams will result in the response of departments specified to be participating in the team.

Accountability System

Orange County, by and through its Department of Emergency Services, Division of Fire Services, will provide an accountability/credentialing system to be used by Fire Agencies. All Fire Agencies are urged to utilize this system. Fire Agencies are permitted to utilize their own systems in conjunction with the County system.

Fire Agencies supplying Mutual Aid shall ensure that their assigned personnel are properly credentialed when responding to a request for assistance pursuant to this Plan. Incident Commanders shall maintain accountability for all personnel operating under their command.

MAYDAY/URGENT Policy

The County MAYDAY/URGENT Policy shall be the countywide procedure utilized for both MAYDAY situations and URGENT situations (Appendix VI).

Hudson River Response Plan

The County Hudson River Response Plan has been established to formalize response to emergencies on the Hudson River. The Hudson River Response Plan calls for a coordinated response by those Fire Agencies on the Hudson River who have marine response capabilities. The Hudson River Response Plan appears in Appendix VIII.

When participating Fire Agencies respond with equipment to unknown location calls on the Hudson River, responsibility for damage or loss of such equipment will remain the obligation of the responding agency. Upon identification of the location and jurisdiction of a call, the Incident Commander of that jurisdiction can elect to accept the responding equipment from other agency(ies) or decline the resources. If the responding equipment

is accepted, then loss or damage becomes the responsibility of the requesting agency accepting the Mutual Aid resources.

Fire Prevention Program

It is recommended that a Fire Prevention Program be developed and implemented by fire departments that include a cooperative, coordinated effort to provide public awareness programs and personal fire safety programs for the benefit of County residents.

Appendix I

The fire departments in the County as of the date of adoption of this Plan are:

- | | |
|-------------------------|---------------------------|
| (57) Bullville | (29) Montgomery |
| (02) Campbell Hall | (31) Newburgh |
| (04) Chester | (32) New Hampton |
| (05) Circleville | (33) New Windsor |
| (06) Coldenham | (11) Orange Lake |
| (07) Cornwall | (34) Otisville |
| (08) Cornwall-on-Hudson | (35) Pine Bush |
| (09) Cronomer Valley | (01) Pine Island |
| (10) Cuddebackville | (37) Pocatello |
| (12) Florida | (38) Port Jervis |
| (13) Fort Montgomery | (39) Salisbury Mills |
| (14) Good-Will | (42) Silver Lake |
| (16) Goshen | (40) Slate Hill |
| (15) Greenville | (58) South Blooming Grove |
| (17) Greenwood Lake | (41) Sparrowbush |
| (19) Highland Falls | (43) Tuxedo |
| (21) Howells | (44) Unionville |
| (52) Huguenot | (45) Vails Gate |
| (22) Johnson | (46) Walden |
| (59) Kiryas Joel | (47) Warwick |
| (24) Maybrook | (48) Washington Heights |
| (27) Mechanicstown | (49) Washingtonville |
| (25) Middle Hope | (50) Winona Lake |
| (26) Middletown | (51) Woodbury |
| (28) Monroe | |

The Federal Departments in the County Presently are:

Stewart Air National Guard USMA West Point

The State Departments in the County presently are:

None at time of adoption of this Plan.

Appendix II

Form of Resolution Authorizing Participation in the Orange County Fire Mutual Aid Plan

Resolution by Municipality or Fire District Having Jurisdiction

M_____ offered the following resolution and moved for its adoption:

Resolved, that _____ approves the participation by the _____ in the Orange County Fire Mutual Aid Plan as now in effect and as amended from time to time ("Plan"); and, be it further

Resolved, that _____ acknowledges and accepts its financial responsibility) for such participation pursuant to General Municipal Law Section 209(2) – (4); and, be it further

Resolved, that _____ agrees to comply with all the provisions of this Plan and will respond to all calls for assistance from another fire company or fire department through the County Division of Emergency Communications; and, be it further

Resolved, that _____, to the best of its knowledge, knows of no resolution or agreement against "outside service" by _____ fire company or fire department that would affect the power of such company or department to participate in the Plan except: _____; and, be it further

Resolved, that _____ of _____ is hereby authorized to sign the Plan; and, be it further

Resolved, that _____ will deliver to the County of Orange Fire Coordinator, an executed copy of the Plan and a certified copy of this Resolution upon adoption.

M_____ seconded this resolution.

Voted: In Favor _____ Opposed _____ Abstained _____

(Date)

(Certification)

(Title)

Note:

- Villages Resolution to be adopted by the Board of Fire Commissioners, if any, if not, by the Village Board.
- Cities Resolution to be adopted by the City Council
- Fire Districts: Resolution to be adopted by the Board of Fire Commissioners
- Towns: Resolution to be adopted by the Town Board when fire department has their headquarters outside villages and or Fire Districts are located in Fire Protection or Fire Alarm Districts.

Appendix II (contd.)

Form of Resolution by State or Federal Agency

The _____ agrees to participate in the Orange County Fire Mutual Aid Plan currently in effect or as may be revised or amended from time to time and as allowed by Section _____ of the _____ Law.

Financial responsibility for personnel shall be governed by _____.

This facility will cooperate with the development and operation of plans for Mutual Aid in cases of fire or other emergencies and furnish aid to territories surrounding the facility as may be practical

(Date)

(Authorized Signature)

(Title)

(Chiefs Signature)

Appendix III



Orange County Division of Fire Service



Mutual Aid Staffing and Response Policy

Purpose: This Mutual Aid Staffing and Response Policy is intended to help ensure the safety of all firefighters and to provide a standard for mutual aid response by all departments in Orange County.

Introduction: It is the specific expectation of the Orange County Division of Fire Services that at the scene of any emergency incident, all firefighters will wear the appropriate personal protection ensemble (PPE) for the duties to be performed. PPE may include helmet, eye protection, bunker gear, hood, gloves, footwear, SCBA mask, SCBA air pack with bottle, and radio equipment.

It is further expected that the authority having jurisdiction ensures that each firefighter has been issued appropriate PPE as listed above, the PPE has been properly fitted for that firefighter, the firefighter has been fully trained in its use (including any refresher training required to maintain proficiency), the firefighter has been medically certified to use the PPE and perform assigned duties, and the firefighter has been authorized by the Chief of that firefighter's department to use the issued PPE at the scene of an emergency. It is only under the most extreme life-threatening emergency conditions that a firefighter would act in a manner that deviates from the above expectations.

The mutual aid staffing and response guideline below provides a baseline for mutual aid responses. Any variation would require the approval or concurrence of the Incident Command requesting the specified resource.

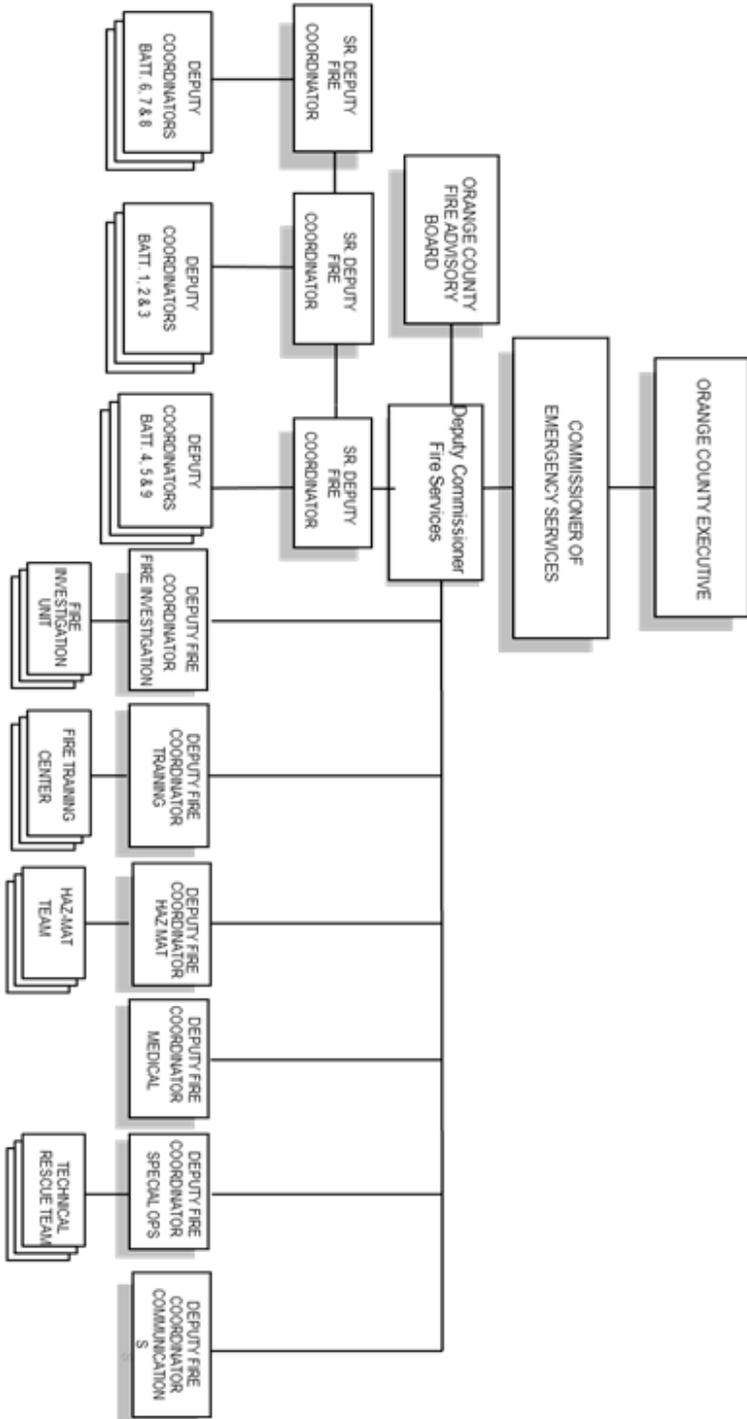
- A. An interior firefighter is defined as a firefighter who has successfully completed Firefighter 1 or equivalent (NYS courses which NYS Office of Fire Prevention and Control accept as equivalent for Firefighter 1 certification purposes), is certified to wear a respirator / SCBA, is medically cleared for duty as an interior firefighter and is 18 years of age.
- B. When responding to a request for an engine, either to the scene, fill site, or to standby, the crew shall consist of, at a minimum, a driver and three interior qualified firefighters. The driver does not need to be interior qualified. One of the interior firefighters must be able to act as the officer in charge of the unit based on either current rank, appropriate training, and/or past officer experience.

- C. When responding to a request for a truck, either to the scene or to standby, the crew shall consist of, at a minimum, a driver and three interior qualified firefighters. The driver does not need to be interior qualified. One of the interior firefighters must be able to act as the officer in charge of the unit based on either current rank, appropriate training and/or past officer experience.
- D. When responding to a request for a rescue, either to the scene or to standby, the crew shall consist of, at a minimum, a driver and the appropriate amount of personnel needed to fulfill the requested task(s) / assignment. One firefighter must be able to act as the officer in charge of the unit based on either current rank, appropriate training and/or past officer experience.
- E. When responding to a request for a tanker, either to the scene, fill site, or to standby, the crew shall consist of, at a minimum, a driver and one firefighter capable of performing the requested task(s) / assignment.
- F. When responding to a request for a brush truck, ATV or UTV, either to the scene or to standby, the crew of each responding unit shall consist of, at a minimum, a driver and one firefighter capable of performing the requested task(s) / assignment.
- G. A FAST unit shall consist of a minimum of four interior qualified firefighters, having completed Firefighter 1 or the equivalent (NYS courses which NYS Office of Fire Prevention and Control accept as equivalent for Firefighter 1 certification purposes), and who have FAST or equivalent training, with the knowledge and ability to take appropriate action(s) to rescue a downed firefighter or firefighter in distress. One of the firefighters should be a current line officer, or an appropriately trained firefighter capable of serving as the acting officer in charge of the team by virtue of having officer training and / or experience. FAST is the terminology to be used in Orange County, as it is the terminology used by NY State Office of Fire Prevention and Control. PESH references FAST/RIT and NFPA uses the term RIC. The terms are considered to be synonymous and are to be understood to have the same meaning and requirements.
- H. Responding mutual aid units will call out of service with the number of firefighters responding.
- I. Should a fire department be unable to meet the minimum staffing requirements for any mutual aid response, they must promptly notify Orange 911 so an alternative department can be dispatched.
- J. The term “assembling” will not be used in any circumstance.
- K. When a department is standing by in another department’s quarters, the department on standby’s responsibility is to respond to calls in district they are covering. Should the department on standby receive a call in their own district,

they are to remain at the mutual aid standby assignment. If unable to respond appropriate units to the call in the standby departments own district, Orange 911 should be notified to request dispatch of another department. Departments on a mutual aid standby assignment should at no time leave their assignment unless released or authorized by the officer in charge of the agency requesting the standby.

- L. When a department that is on standby in their own quarters for another department receives an alarm in their own jurisdiction, the department on standby, if at all possible, will maintain the requested staffed unit(s) on standby while responding to their own incident. If it becomes necessary to respond with the standby unit(s), they must immediately notify Orange 911 that they are unable to remain on standby. This will allow the officer in charge of the agency requesting the standby of the original incident to request a replacement, if needed.
- M. When providing a mutual aid standby, either in quarters or another department's quarters, minimum staffing for the apparatus assigned must be maintained. Both Orange 911 and the officer in charge of the agency requesting the standby are to be notified if staffing falls below the minimum in order for a request to be made for another department be dispatched to standby, if needed.

APPENDIX IV
DIVISION OF FIRE SERVICES



UHF Common Channel Policy – Radio Procedures/Definitions

Channel 1 – Fire Ground A.

Normal fire ground operations shall be carried out on this channel countywide (except for the three (3) cities within the County). Fire ground operations shall be defined as firefighters and officers directly involved with operations at an incident. Examples of this would be interior and exterior fire operations, officer communications and apparatus operators directly involved with on scene operations.

Communications on this channel are to be done by portable radios only (4 watt maximum). This will prevent interference with other departments also operating at incidents in the County. Mobile radios (25 watt maximum) shall only be used on this channel by an Incident Commander to give urgent or mayday transmissions to ensure all firefighters operating at the incident hear his/her message.

Channel 2 – Emergency Fire Ground.

Intended for an incident where a mayday is called and a firefighter is lost, missing, trapped, unconscious, or seriously injured. At the request of command, all members not directly involved with the rescue operations of the firefighter(s) in trouble shall switch to this channel and continue their assigned operations. This will clear the fire ground channel for communications between the firefighter(s) in trouble, command overseeing the mayday operations, and the team. The firefighter(s) in trouble shall never be asked to switch channels.

Channel 3 – Command A.

Command functions shall be carried out on this channel. This shall include incoming units requesting orders, support units not directly involved with fire ground operations (i.e. fire police, rehab, cascade units, etc.) when they need to contact command, and for section leaders to contact command (i.e. water supply chief, staging chief, logistics chief, planning chief, etc.).

This channel may also be used at large incidents to allow the Incident Commander to communicate with different sector chiefs without tying up the fire ground channel.

Portable to portable radio communications should be used whenever possible, but when longer distance is needed, mobile radios (25 watt maximum) may be used.

Channel 4 – Local Home Channel.

To be determined by local department

Channel 5 – UHF link to Orange County Low Band.

Channel 6 – Fire Police.

Fire police operations are to be conducted on this channel. Fire police to command transmissions shall be done by portable radios (4 watt maximum) to limit interference with other fire police units operating in the County. Mobile radios (25 watt maximum) shall only be used when the distance between units makes portable radio to portable radio communications impossible.

Channel 7 – Water Supply.

Water supply operations for incidents shall be conducted on this channel. This shall include apparatus-to-apparatus water relays, tanker shuttle operations, fill site operations, and communications from the above units to the water

supply officer. Water supply officer to command communications shall be done on the appropriate command channel. Portable to portable communications should be used whenever possible but when longer distance is needed, mobile radios (25 watt maximum) may be used.

Channel 8 – Special Operations.

Special operations communications shall be conducted on this channel. This shall include medivac to landing zone communications as well as communications with helicopters operating at non-medical related calls within the County. This shall include large brush/wild-land fires, searches, folding conditions, water rescues and any other incident where fire department to helicopter communications are needed.

An Incident Commander may also move part or all of operations at out of the ordinary incident to this channel (i.e. building collapse, trench rescues and other technical rescues).

Channel 9 – City Command.

Command functions at incidents within Orange County's three (3) cities shall be carried out on this channel. This shall include incoming units requesting orders, support units not directly involved with fire ground operations (i.e. fire police, rehab. cascade units, etc.), when they need to contact command, and for sector leaders to contact command (i.e. water supply chief, staging chief, logistics chief, etc.).

This channel may also be used at large incidents to allow the Incident Commander to communicate with different sector chiefs without tying up the fire ground channel.

Portable to portable radio communications should be used whenever possible, but when longer distance is needed, mobile radios (25 watt maximum) may be used.

Channel 10 – City Fire Ground.

Normal fire ground operations shall be carried out on this channel at incidents with the County's three (3) cities. Fire ground operations shall be defined as firefighters and officers directly involved with operations at an incident. Examples of this would be interior to exterior fire operations, officer communications, and apparatus operators directly involved with on-scene operations.

Communications on this channel are to be done by portable radios only (4 watt maximum). This will prevent interference with other departments also operating at incidents in the County. Mobile radios (25 watt maximum) shall only be used on this channel by an Incident Commander to give urgent or mayday transmissions to ensure all firefighters operating at the incident hear his/her message.

Channel 11 – U-CALL Repeater.

The calling channel shall be used to contact other emergency service organizations in the County for the purpose of requesting incident related information and assistance and for setting up tactical communications at major incidents. Examples of major incidents would include large scale plane or transportation incidents, large scale Haz mat incidents, school evacuations or incidents and weather emergencies (i.e. hurricane, tornado, blizzard) that do major damage.

On scene communications shall be conducted on the designated U-TAC channel.

Channels 12 – 14 UTAC Channels.

On scene communications at a major incident shall be conducted on a designated U-Tac channel. The Incident Commander will designate the appropriate use of the U-Tac channel (12, 13 or 14) depending on the size and complexity of the incident. Use of these channels will allow the normal fire ground and command channels to be used for other incidents in the County without interference to the major incident.

Since U-Tac channels are national interoperability channels, these channels may be used across the state and country to talk to other departments when called under mutual aid to assist. Examples of this would be the ice storms upstate during the 1990's or a major forest fire (Minnewaska State Park).

Channel 15 – Command B.

Command functions shall be carried out on this channel when another incident in the immediate area may cause interference on Command A. This shall include incoming units requesting orders, support units not directly involved with fire ground operations (i.e. fire police, rehab, cascade units, etc.) when they need to contact command, and for sector leaders to contact command (i.e. water supply chief, staging chief, logistics chief etc.)

This channel may also be used at large incidents to allow the Incident Commander to communicate with different sector chiefs without tying up the fire ground channel.

Portable-to-portable radio communications should be used whenever possible; however when longer distance is needed mobile radios (25 watt maximum) may be used.

Channel 16 – Fire Ground B.

Normal fire ground operations shall be carried out on this channel countywide (except for the three (3) cities within the County) when another incident in the immediate area may cause interference on Fire Ground A. Fire ground operations shall be defined as firefighters and officers directly involved with operations at an incident. Examples of this would be interior and exterior fire operations, officer communications, and apparatus operators directly involved with on scene operations.

Communications on this channel are to be done by portable radios only (4 watt maximum). This will prevent interference with other departments also operating at incidents in the County. Mobile radios (25 watt maximum) shall only be used on this channel by an Incident Commander to give urgent or mayday transmissions to ensure all firefighters operating at the incident hear his/her message.

Appendix VI



Orange County Division of Fire Service



MAYDAY/URGENT POLICY

Purpose:

The purpose of this MAYDAY/URGENT Policy is to provide a uniform countywide procedure for both MAYDAY situations and URGENT situations and to clearly define the differences between both.

Intent:

1. Establish operating guidelines to assist in the event of a MAYDAY or URGENT situation.
2. Establish a uniformed method for giving priority to emergency radio communication messages.
3. Provide a guideline to be used by all Orange County Fire Departments. These procedures may be modified by the Fire Department Incident Commander, or officers as emergency conditions dictate.

Scope:

This guide applies to all emergency fire personnel operating in Orange County, New York.

Definitions:

MAYDAY: MAYDAY is used to signal a LIFE THREAT to any FIREFIGHTER. This could involve any presently occurring or an imminent situation. This term is **not** used for a life-threatening situation involving a civilian. If a member's life is in danger, you **MUST** transmit a MAYDAY. Some examples are **M**issing or lost member, **U**nconscious or severely injured member, **S**tructural collapse is imminent or has occurred, or member(s) is **T**rapped. The MAYDAY needs to be transmitted immediately.

URGENT: URGENT is used to signal a serious situation that has the potential to either endanger the safety of operating members, or significantly impact fire ground operations. Some items that could be considered as an URGENT are: Severe change in conditions, Loss of water, Injury to a member (non – life-threatening), Danger of collapse, or Evacuate structure. Firefighters unsure of whether the situation dictates an URGENT or MAYDAY situation should transmit a MAYDAY.

Evacuation Signal: When an immediate evacuation of a structure is warranted, in addition to a radio transmission, the signal shall be 3 blasts of an air horn of one apparatus

on scene with each blast being 2 seconds in duration. At the request of incident command this may be done by multiple apparatus for specific situations such as a large commercial structure.

It is of extreme importance that all crews continue to operate at their pre-designated assignment.

Standard Policy for a MAYDAY or URGENT Situation

- The signal for a missing, lost member, unconscious or severely injured member, a structural collapse is imminent or has occurred, or trapped member(s) is **MAYDAY, MAYDAY, MAYDAY.**
- The signal for a serious situation that has the potential to endanger operating members or fireground operations is **URGENT, URGENT, URGENT.**
- The MAYDAY or URGENT transmission shall continue until acknowledged by the Incident Commander.
- Upon transmission of a MAYDAY or URGENT, all other radio traffic shall clear the channel until the MAYDAY or URGENT has been identified.
- The MAYDAY signal may be transmitted by any fire department personnel who become lost/injured/trapped or in imminent danger and in need of immediate assistance.
- Any personnel that are made aware of a missing/injured/trapped member or a structural collapse must declare a MAYDAY.
- Any personnel that observe or are made aware of a serious situation must declare an URGENT. Firefighters unsure of whether the situation dictates an URGENT or MAYDAY situation should transmit a MAYDAY.
- Individuals who transmit a MAYDAY should provide: Who you are, Why you called the MAYDAY, Where you are located, What you need to rectify the situation. The same applies to an URGENT situation.
- Upon acknowledgement of a MAYDAY, command shall immediately deploy a FAST/RIT/Rescue team, repeat the MAYDAY situation, notify dispatch and activate the MAMA's MAYDAY plan.
- Dispatch will announce the MAYDAY situation and dispatch requested MAYDAY resources.
- Only the Incident Commander may cancel a MAYDAY once it has been given. Normal operations may then resume.

Transmitting a MAYDAY:

The message should be transmitted in such a way that commands attention of all members. First say "MAYDAY, MAYDAY, MAYDAY" followed by identifying WHO is transmitting the MAYDAY. At this time no other radio traffic shall be transmitted until the nature of the MAYDAY is identified.

Transmitting a URGENT:

As with a MAYDAY situation, the message should be transmitted in such a way that commands attention of all members. First say "URGENT, URGENT, URGENT" followed

by identifying WHO is transmitting the URGENT. At this time no other radio traffic shall be transmitted until the nature of the URGENT is identified.

After the MAYDAY is transmitted:

If a MAYDAY is transmitted and command doesn't acknowledge it, then the MAYDAY should be acknowledged by anyone hearing it and relayed to command. Once the MAYDAY is acknowledged, the member shall announce WHY they are transmitting the MAYDAY, WHERE they are located and WHAT they need. Command shall repeat the MAYDAY situation on the fireground channel and notify the dispatch center of the MAYDAY situation. Dispatch shall transmit, on the countywide communications channel, that a MAYDAY situation is in progress, repeat what the MAYDAY situation is and implement the MAMA'S MAYDAY plan if requested. The FAST/RIT/Rescue team shall be deployed, and a Roll Call/PAR shall be conducted to determine if all members are accounted for. If the 911 center hears a MAYDAY transmitted that is not acknowledged, dispatch will transmit the situation on the countywide communications channel and request radio silence.

It is of extreme importance that all crews continue to operate at their pre-designated assignment.

After the URGENT is transmitted:

If an URGENT is transmitted and command doesn't acknowledge it, then the URGENT should be acknowledged by anyone hearing it and relayed to command. Once the URGENT is acknowledged, the member shall announce WHY they are transmitting the URGENT, WHERE they are located and WHAT the problem is and what they need. Command shall repeat the URGENT situation on the fireground channel. Incident command could consider having the county transmit a message over the county communications channel for all incoming units to be made aware of the situation.

MAYDAY Communications

In most MAYDAY instances, changing channels is not recommended, however it may be instituted at the discretion of command. In the event that the incident commander deems it necessary to establish the emergency fireground channel, all members not directly involved with the rescue operations of the firefighter(s) in distress shall switch to the Emergency Fire Ground channel and continue their assigned operations. The firefighter(s) in distress shall never be asked to switch channels and the FAST/RIT/Rescue team will be on the same channel as the distressed firefighter(s).

Examples of a MAYDAY transmission:

Note: Members shall utilize their department guideline/SOP as to their position/assignment/identifier or name when transmitting a MAYDAY.

Engine 234 Officer: "MAYDAY, MAYDAY, MAYDAY, Engine 234 Officer to Command, MAYDAY."

Command: *“Command to Engine 234 Officer, go ahead with your MAYDAY.”*

Engine 234 Officer: *“MAYDAY, Engine 234 Officer to Command, we have a member who fell through the first floor into the basement and is trapped on the 3 side of the building, Need the Rescue team with ropes.”*

Command: *“Copied, Engine 234 officer MAYDAY, has a member who fell thru the first floor into the basement and is trapped on the 3 side of the building, Need the Rescue team with ropes.”*

Same situation as previous example with the member calling it:

Firefighter Jones: *“MAYDAY, MAYDAY, MAYDAY, FF Jones to Command, MAYDAY.”*

Command: *“Command to FF Jones, Go ahead with your MAYDAY.”*

Firefighter Jones: *“Command, I have fallen through the first floor into the basement on the 3 side of the building and need the Rescue team with ropes.”*

Command: *“Command to FF Jones, Copy you are located in the basement on the 3 side and need Rescue team with ropes.”*

It is of extreme importance that all crews continue to operate at their pre-designated assignment.

Examples of a URGENT transmission:

Note: Members shall utilize their department guideline/SOP as to their position/assignment/identifier or name when transmitting a URGENT.

Engine 234 Chauffeur: *“URGENT,URGENT,URGENT, Engine 234 Chauffeur to Command, URGENT.”*

Command: *“Command to Engine 234 Chauffeur, go ahead with your URGENT.”*

Engine 234 Chauffeur: *“Engine 234 Chauffeur URGENT, I have lost my water supply, Hydrant line was run over by a vehicle, need to shut down hydrant and replace broken supply hose.”*

Command: *“Command to Engine 234 Chauffeur, copy that you have a loss of water supply caused by a broken supply hose and you are shutting down hydrant and making replacement.”*

MAYDAY Dispatch Procedure

In the event of a MAYDAY situation, the dispatcher will perform the following:

- Ask for Radio Silence, except for emergency traffic, on the county communications channel to allow for command to make requests for assistance.
- Dispatch shall transmit, on the countywide communications channel, that a MAYDAY situation is in progress and repeat what the MAYDAY situation is.

- At the request of the Incident Commander, activate the departments MAYDAY box or the Orange County MAYDAY Box.

Orange County MAYDAY Box

The Orange County default MAYDAY BOX assignment shall consist of the following

- Dispatch an additional FAST/RIT/Rescue team to the scene.
- Dispatch the next box alarm. If the department doesn't have a pre-planned MAYDAY MAMA's box, dispatch the nearest 2 Engines.
- Dispatch an ALS Ambulance to the scene.
- Put a Helicopter on standby.
- Dispatch an EMS Coordinator and additional Fire Coordinator to the scene.

Departments are encouraged to create specific Mama's MAYDAY boxes for their individual districts.

Other consideration for Incident Commanders should be given to the following needs:

- Collapse/Technical Rescue Team
- Additional Alarms
- Additional Equipment (ie: Ladders, Rescues, etc.)
- Specialized Equipment (ie: Backhoes, Loaders, Crane, Tow Truck, Vacuum Truck, Quads/4 wheelers etc.)
- HAZMAT
- Rehab
- Law enforcement or additional EMS

Remember a MAYDAY isn't always in a structure. It could be a brush fire, wildland search, apparatus accident, overhaul etc.

After conclusion of the MAYDAY

Make sure the victim(s) that are rescued are identified and **ALL** Rescue personnel are accounted for.

Transmit that MAYDAY has concluded and resume normal operations.

Appendix VII

County Fire Coordinator/Deputy County Fire Coordinator Notification Policy

NOTE: On initial dispatch or upon point incident escalates to the below

- 1) Automatic Response:
 - Notify respective Battalion Deputy Fire Coordinator (DFC) for only reported Structure Fires, motor vehicle accidents (“MSAs”) with entrapment or serious injuries, technical rescue, or HAZMAT incident
 - Notify Battalion DFC for request with 4 or more departments.
- 2) Mutual Aid request:
 - Notify respective Battalion DFC.
- 3) 2nd Alarm Incident:
 - Notify respective Battalion DFC.
- 4) 3rd Alarm or equivalent (5 or more Fire Agencies Operating at Scene):
 - Notify respective Division DFC
- 5) 4th Alarm or equivalent (8 or more Fire Agencies Operating at Scene):
 - Notify County Fire Coordinator (36-1)
- 6) Out of County or Out of State Responses
 - Single department – Notify Battalion DFC
 - 2 – 4 departments – Notify Division DFC (in addition to Battalion DFC)
 - 5 or more departments – Notify County Fire Coordinator (in addition to Battalion and Division DFC)
- 7) HAZMAT Activation (to scene or standby):
 - Notify Battalion DFC
 - Notify 36-10
 - Notify 36-1
- 8) Technical Rescue Team (to scene or standby):
 - Notify Battalion DFC
 - Notify Division DFC
 - Notify 36-7
 - Notify 36-1
- 9) Fire Investigator dispatched to scene:
 - Notify Battalion DFC

10) Special Plans (Hudson River, Stewart International Airport, B8 Water Rescue):

- Notify Battalion DFC
- Notify Division DFC
- Notify 36-1

11) Alarms at County-Owned Buildings:

- Notify Battalion DFC
- Notify 36-1 for all calls excluding automatic alarms

**Note: if the Battalion DFC is not in service or does not answer their page, notify their backup or a Division DFC listed in the battalion response plan located in the fire computer. If a Division DFC is not in service or does not answer their page, notify 36-1.*

Appendix VIII

SUMMARY OF HUDSON RIVER RESPONSE PLAN

Dispatch Guidelines for Reports of Life-Threatening Incidents with Known Location.

Note that this plan may be modified at the 911 Center Duty Supervisor's discretion to fit the individual needs of an incident

(Example: a vessel that is capsized [overturned], sinking or on fire; vessel drifting in or towards shipping lanes, any medical emergency aboard a vessel such as a report of a person[s] in the water, drowning [near], diving or SCUBA accident, watercraft accident, etc.)

This plan can be modified as per on the 911 Center Duty Supervisor's discretion to fit an individual incident

A. Dispatch (page) the closest Fire Department to the incident by the following procedure:

1. "Attention _____ Fire Department, respond for a rescue call on the Hudson River at _____ (location). *Give known details*. Repeating for _____ Fire Department, respond for a rescue call on the Hudson River at _____ (location). *Give known details*. Time Stamp."

2. Also dispatch West Point FD (WP), City of Newburgh FD (31), Cornwall-on-Hudson (08), Middlehope (25) to the scene, and Fort Montgomery (13), Vails Gate FD (45) to standby in quarters with their boats, utilizing the above procedure.

B. Advise the ranking officer of the Fire Department in whose jurisdiction the incident is occurring that they will be IC, and request location of land command post (recommend launch dock) to give to other incoming units

C. Dispatch EMS – Mobile Life Support Services (ME), Cornwall EMS (CO) and Town of Highlands (75), based on the following criteria:

1. *If any of the following conditions exist*, dispatch the *two* closest EMS agencies involved in the Hudson River Plan to their designated staging docks and advise them of IC information

- a. Any reports of injuries
- b. Any reports of persons in the water
- c. At the request of any Emergency Services Agency

2. Any other time that OC First Response Agency watercraft are operating on the Hudson River, at an actual incident, notify a Duty Officer or Supervisor of the closest EMS agency (involved in the Hudson River Plan) and advise them of the situation

D. Dispatch all law enforcement agencies (LEAs) that currently have a vessel, in-service, on the Hudson River.

1. This may include Orange County Sheriff's Office (OCSO), Town of Newburgh Police Department (TNPD), City of Newburgh Police Department (CNPD) and the New York State Park Police (PP)
2. If there are no LEAs with a vessel in-service at the time, contact each LEA and request a dispatch of that resource and ETA to scene.
3. Contact these agencies in order of their proximity to the incident
4. Once an agency advises that they will be responding, with a reasonable ETA, no other LEA should be dispatched
5. If, at any time, a LEA is requested to the scene by the Incident Command (IC), they should be dispatched

E. Notify the appropriate Fire and EMS Coordinators

1. DFC for location of incident; Senior DFC for location of Incident and notify 36-01.
2. District EMS Coordinator depending on location of incident, and notify EMS 1 and EMS 2

F. Notify the US Coast Guard that there is an incident occurring in the river. *Only ask for resources from the US Coast Guard if one of the following conditions exist:*

1. No Orange County resources are available
2. There will be an extended (2+ hours) rescue time
3. There are a large number of passengers involved (25+)
4. An ice cutter is needed.

G. To notify the US Coast Guard call 718-354-4120. Note that the response time for a boat from Staten Island is between two and two and half hours. The response time for a helicopter from Cape Cod or Atlantic City is approximately an hour and a half.

H. Orange County Emergency Management should be notified by the 911 Center of any requests for US Coast Guard Resources.

Dispatch Guidelines – For Reports of Life-Threatening Incidents with Unknown Location or Moving Vessel.

(Example: a vessel that is capsized [overturned], sinking or on fire; vessel drifting in or towards shipping lanes; any unknown situation [3rd party caller], any medical emergency aboard a vessel such as a report of a person(s) in the water, drowning [near], diving or SCUBA accident, watercraft accident, etc.)

A. If location of vessel is unknown, immediately dispatch NYSP Aviation Unit by contacting the following numbers and providing all known information including ground command contact personnel, cell phone # and radio frequency (0-415MHz)

1. 7:00 – 23:00 845-564-7360 (Aviation Office)
2. 23:00 – 7:00 518-457-6811 (Division Comm)

B. Dispatch the 6 Fire Departments with river capabilities – Middle Hope (25), City of Newburgh (31), Vails Gate (45), Cornwall-on-Hudson (08), Fort Montgomery (13) and West Point (WP), by the following procedure:

1. Dispatch the department whose jurisdiction is the closest to the last known location of the vessel *first* (by following procedure below in B-2)
 - a. Advise them that they will be Incident Command (IC) until a better location can be determined.
 - b. The 911 Supervisor will choose the Incident Command Post from the pre-established list that is closest to the last reported location of the incident. The Incident Command Post location will be given to all units that call out responding to the incident.

Name	Address	Coordinates	Comments
Newburgh Yacht Club	1 Park Place, City of Newburgh	41°30'59.25"N 74°00'24.13"W	ICP North
Cornwall Yacht Club / Cornwall Landing	175 Shore Drive, Cornwall-on-Hudson	41°26'35.03"N 73°59'55.22"W	ICP Center
South Dock (West Point)	612 Ernst Road, West Point	41°23'09.11"N 73°55'19.16"W	ICP South

2. *Paging Procedure* - “Attention _____ Fire Department, respond to your firehouse for a call on the Hudson River, Chief Officer contact Fire Control by phone. Repeating for _____ Fire Department, respond to your firehouse for a call on the Hudson River, Chief Officer contact Fire Control by phone. Time Stamp.”

3. Advise all other departments who will be Incident Command and on what channel they can be reached

C. Dispatch all Police River Resources in order of proximity to the incident:

1. Dispatch New York State Park Police Boat
Contact PP by PSAP
2. Dispatch City of Newburgh PD Boat

Contact CNPD by PSAP

3. Dispatch Town of Newburgh PD Boat
Contact TNPD by PSAP

4. Dispatch Orange County Sheriff's Office Boat
Contact OCSO by PSAP

D. Dispatch Mobile Life (in City of Newburgh), Cornwall EMS and Town of Highlands EMS by the following procedure:

1. Notify MLSS (by CAD), CO (by page) and HI (by page) to assemble a crew in quarters and contact 718 by phone

2. When crew is assembled, advise them of unknown location of vessel, and request they stage at their respective docks and await further instructions. Also advise them of the Incident Commander, and that any requests for additional EMS resources should be coordinated with the IC

E. Notify appropriate Fire and EMS Coordinators - advise them of all known information, departments/agencies dispatched, designated IC and land command post location

1. Notify 36-13, 36-14, 36-03, 36-04; and 36-01

2. District EMS Coordinator depending on location of incident, and notify EMS 1 and EMS 2

F. Notify US Coast Guard that there is an incident occurring in the river. *Only ask for resources from the US Coast Guard if one of the following conditions exist:*

1. No Orange County resources are available

2. There will be an extended (2+ hours) rescue time

3. There are a large number of passengers involved

4. An ice cutter is needed.

G. To notify the US Coast Guard call 718-354-4120. Note that the response time for a boat from Staten Island is between two and two and half hours. The response time for a helicopter from Cape Cod or Atlantic City is approximately an hour and a half.

H. If the incident appears to be in the jurisdiction of a Fire Department that does not have river capabilities (New Windsor, Cornwall, or Highland Falls) page a Duty Chief and advise them of the situation

I. Advise adjoining county(ies) that Orange 911 have units operating on the river. Advise of any known information on the vessel, which agencies are operating and who is the IC. Determine of those county(ies) what resources they have available, if needed. Unless resources from another county are specifically requested by the IC or an OC Emergency

Services Coordinator, it is that other county's discretion as to whether or not to dispatch their units. If they choose to dispatch their units, request that they advise Orange County Emergency Communications (OC 911) of any units operating and to contact OC 911 or the IC for coordination.

J. Once the vessel or victim has been located, advise all units operating on the river of location and status. Ascertain medical status of victims and dock location that the transporting boat will be landing at. Relay this information to the closest EMS agency. If additional EMS resources are needed at this point, coordinate requests through that EMS agency. If a landing zone is required, determine, with the IC, which Fire Department will handle ground operations for the helicopter.

K. Refer all calls from the media to the on-duty Supervisor

Disabled Boater

A. After obtaining the caller's basic information as specified in the Calltaking Guideline, the PSD will attempt to obtain the following to better determine the vessel location:

1. What are their GPS coordinates (if known)?
2. What was the last landmark seen by the caller and how long ago was it?
3. Which river shore is the vessel closest to (Orange Co, other county, east, west, etc)?

B. The call should be entered into CAD using the closest Hudson River common place as the address of the incident.

A list of the common places can be found at the end of this section, or in CAD by searching the specific name (i.e. Buoy 31, Bannerman Castle) or searching 'HR', which will display a list of all mapped points in the Hudson River (see Training Bulletin 09-06).

C. The call type used should be as follows:

1. **Police Only Boating Incident:** A situation where a **1st or 2nd party caller** requires Police or mechanical assistance only. This type of incident can include but is not limited to: intoxicated boater, reckless boater, fight or domestic dispute on board, disabled boat, etc.

2. These incidents should be created in CAD using the Hudson River Law type and details regarding the complaint should be entered in the comments field.

Use "DB" for a disabled boat or "HR" for any other Police Only incident.

D. The PSD should stay on the phone with the caller as long as possible; simultaneously utilizing the global comments parameter 'C*;' to update both the original and associated CAD incidents.

1. If the cellular 911 caller is the 1st party, the PSD should rebid the ANI/ALI every 60 seconds and record the caller's GPS coordinates, if available.
2. The following additional information should be obtained from the caller and noted in the CAD incident comments:

- a. What type of vessel (boat/ship)?
- b. How many people are on-board the vessel?
- c. Does the vessel have lifeboats and/or life jackets for everyone on-board?

The caller should be advised to have everyone aboard to don their life jackets, if it is safe to do so.

- d. Does the vessel have an EPIRB (Emergency Position-Indicating Radio Beacon)? If so, has it been activated?
- e. Does the vessel have a marine radio? If so, what channel are they monitoring? Have they contacted anyone on it yet?
- f. Name and color of vessel?
- g. Are there any numbers visible on the side of the vessel?
- h. Does the vessel have any lights? If so, how many and what color?
- i. How long have they been out on the river?
- j. How long have they been having this problem?
- k. Where did the vessel depart from?
- l. What was the vessel's destination?

If the caller is reporting a mechanical only problem; after entering the call into CAD with the above information, the PSD should then connect the caller with Sea Tow, a private boater assistance agency servicing maritime traffic on the Hudson River.

m. Sea Tow – located in Cold Spring, NY.
Available 24 hrs/day – 45 min ETA to Newburgh-Beacon Bridge
(845) 561-0008 Marine Radio channel: 16/9 www.seatow.com

Note: If at any point the call taker or supervisor feels that the caller and/or other subjects on board the vessel may be in danger due to location, duration of time on board, weather, time of day, etc the call should be upgraded to a rescue type incident ***

E. Dispatch Guidelines:

1. If the caller requires no assistance from fire or EMS and simply needs mechanical assistance, follow the protocol outlined below:
2. Dispatch the closest police agency with Hudson River jurisdiction. If an agency is in service on the river at the time, dispatch that agency first.
 - a. Town of Newburgh PD

- b. City of Newburgh PD
- c. Orange County Sheriff's Office
- d. New York State Park Police

Subject or Vehicle Off of a Bridge over the Hudson River

A. STAY ON THE PHONE WITH THE CALLER AS LONG AS POSSIBLE

B. If an individual is threatening to jump off of the bridge (has not jumped):

1. Utilize EMD protocol for "Suicide Attempt – Jumper (threatening)"
2. For address purposes utilize the LAND address for the bridge:

a. Newburgh Beacon Bridge – 3982 Interstate 84

- (1). This will generate a LEA, EMS and FD response;
- (2). NYSP – Thruway & Town of Newburgh EMS;
- (3). Dispatch Middlehope FD and additional known location river response FD's to STANDBY IN QUARTERS (Newburgh FD, West Point FD, Cornwall-on-Hudson FD, Vails Gate FD and Fort Montgomery FD). Have Middlehope FD Duty Officer contact Fire Control to notify of situation. Middlehope FD Duty Officer is to determine appropriate staging area (if different than respective firehouse) which will not interfere with LEA activity.

b. Bear Mountain Bridge – TOT call to Rockland County 911

C. If an individual has fallen/jumped off of the bridge (no longer on the roadway):

1. Utilize EMD code 17-D-1J
2. For address purposes utilize the WATER address for the bridge:

a. Newburgh Beacon Bridge – 5 Hudson River

- (1). This will generate the correct River response;
- (2). NYSP – Thruway, Middle Hope FD, MLSS; dispatch additional known location river response FD's (Newburgh FD, West Point FD, and Cornwall-on-Hudson FD to scene, Vails Gate FD and Fort Montgomery FD standby in quarters).

b. Bear Mountain Bridge – 33 Hudson River– TOT call to Rockland County 911

3. This incident is considered a "Life-threatening incident with a known location" and should be dispatched as in Section II of the full Hudson River Response Plan.

D. If a vehicle has gone off of the bridge (no longer on the roadway):

1. Utilize EMD code 29-D-2s & give PDI's if there is a first party caller

2. For address purposes utilize the WATER address for the bridge:

a. Newburgh Beacon Bridge – 5 Hudson River

(1). This will generate the correct River response;

(2). NYSP – Thruway, Middle Hope FD, MLSS; dispatch additional known location river response FD's (Newburgh FD, West Point FD, and Cornwall-on-Hudson FD to scene, Vails Gate FD and Fort Montgomery FD standby in quarters).

b. Bear Mountain Bridge – 33 Hudson River– TOT call to Rockland County 911

E. This incident is considered a “Life-threatening incident with a known location” and should be dispatched as in Section II of the full Hudson River Response Plan.