

Kanawha Putnam Emergency Management Plan Functional Annex	
Fire and Rescue Revised September 2022; Reviewed Biennially	A09
NRP Coordination:	ESF #4 and #13
Primary Agency:	Fire Service
Support Agencies:	<ul style="list-style-type: none"> ▪ Emergency Medical Service ▪ 911 Center

I. Introduction

A. Purpose

A major fire, flood, hazmat incident, building collapse and or other emergency incident could occur in Kanawha or Putnam County. Major event will be something that overwhelms local resources. A major incident could endanger the safety and well being of the citizens of our two counties. Key elements in the response to any emergency incident are the trained personnel and equipment of our carrier and fire service. This plan describes the procedures meeting the National Incident Management System that will guide the response.

B. Scope of work

This annex is intended to be used for large scale incidents requiring fire service response.

II. Situation and Assumptions

- A. This annex has been reviewed by Kanawha and Putnam County Fire services responsible for responding to fire and rescue missions.

- B. The senior fire officer will be the incident commander on most incidents involving fires, rescue, and explosions. However, in some cases the senior fire officer working in an incident command setting will work in a unified command setting such as explosions involving dirty bombs or deliberate acts of terrorism.

III. Concept of Operations

The fire/rescue annex is formulated to assist the decision makers that will be involved during emergencies and training and exercises.

A. If time permits during watch or warning periods that may affect fire or rescue operations for an extended period, Fire Chiefs should consider calling the volunteer fire fighters, on/off duty career firefighters and arrange possible shift staffing.

B. The Fire Chief should:

- Consider re-enlisting retired firefighters or some interested civilians to perform non-fire/rescue functions around the station.
- Provide for a command post at the disaster site(s).
- Coordinate fire & rescue response team efforts.
- Provide for decontaminating victims of hazardous material incidents.
- Issue fire protection prevention recommendations to the public.
- Ensure mutual aid agreements have been established to assure assistance from both career and volunteer fire departments. Each primary and supporting agency is responsible for initiating and maintaining appropriate agreements.

IV. Roles and Responsibilities

- A. Emergency Management Director – requests the Fire Coordinator to report to the Emergency Operations Center.
- B. Fire Coordinator – upon activation of the Emergency Operations Center shall do the following:

1. Reports to the Emergency Operations Center or other designated location as deemed appropriate sends a representative to the Emergency Operations Center if unable to report in person.
2. Coordinates with neighboring communities, counties, state, and federal fire organizations on matters related to assistance from or to these organizations.
3. Screens and coordinates with incoming groups such as WV Civil Support Team as well as others.
4. Coordinates the location, procurement, screening and allocation of fire and rescue supplies and resources, including human resources required to support fire and rescue operations.

B. Responding Fire Rescue responsibilities:

1. Respond only when properly requested by the Incident Commander or Fire Coordinator.
2. Upon arrival at the scene establish command or assume appropriate role in the ICS. The senior fire officer is normally the Incident Commander for fire and rescue situations except where the incident occurs on industrial property where trained industrial fire-fighting personnel are present. The industrial site will provide the incident commander for these incidents. If ICS has not been established, initiate in accordance with the Emergency Management Plan and report implementation to 911 Center or EOC. It is recommended that use of the unified command structure be used when appropriate.
3. Establish an incident command post. The command post should be close enough to maintain visual contact with the incident but in a safe location. Access to the command post should be limited to those personnel who have a function there. Under a unified command structure other agency leaders should have access to the incident commander.
4. Establish and maintain field communications with other responding fire and rescue units and other support units, and radio or telephone communications with EOC or 911 Center whichever is appropriate.
5. Direct the activities of private, volunteer, and other units.
6. Provide decontamination for patients contaminated with Chemical, Biological or Radiological agents.

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7. Extricate entrapped victims.
8. Perform fire prevention and suppression for the disaster area.
9. Provide fire prevention and fire protection for established shelter and Tent City's including installing smoke alarms and fire reporting alarms.
10. Fire departments may accept task such as assisting in commodity, water, or other supply distribution
11. Fire departments may accept task to assist in sheltering or providing refuge such as cooling or heating centers or feeding location.

C. Support agencies:

1. Emergency Medical Services – Provide emergency medical care, responder rehabilitation checks and assistance, and injured transportation to medical facility.
2. 911 Center - Provide customary 911 and dispatch services.