

Statewide Mutual Aid Plan - Annex A

Fire Mutual Aid Plan (FIREMAP) *Version 1.2*

March 1, 2022

Table of Contents

Sections

I.	Purpose	1
II.	Scope	1
III.	Mission	1
IV.	Planning Assumptions	1
V.	Authorities	2
VI.	Concept of Operations	2
A.	General Information	2
B.	Plan Activation	2
C.	Request for Assistance	3
1.	General Information	3
2.	Area/County Fire Mutual Aid Coordinator(s) (If Staffed)	3
3.	Regional Fire Mutual Aid Coordinators	3
4.	Statewide Fire Mutual Aid Coordinator	4
5.	State or Federally Owned or Controlled Personnel and Assets	5
a.	General Information	5
i.	Missouri Department of Conservation (MDC)	5
ii.	Missouri Department of Health and Senior Services (DHSS)	5
iii.	Missouri Department of Natural Resources (DNR)	5
iv.	Missouri Interoperability Center (MIC)	5
v.	Missouri National Guard – 7 th Civil Support Team (MONG-CST)	5
vi.	Missouri State Emergency Management Agency (SEMA)	6
vii.	Missouri State Highway Patrol (MSHP)	6
viii.	Missouri Task Force 1 (MOTF-1)	7
ix.	U.S. Forest Service (USFS) and U.S. National Park Service (NPS)	7
x.	Other	7
6.	K9 Specific Mutual Aid	7
D.	Notification and Response	8
1.	General Information	8
2.	“Advisory”	8
3.	“Alert”	8
4.	“Activation”	9
•	Pre-Position	9
•	Immediate	10
•	Delayed	10
5.	“Demobilize”	10

E.	Management and Coordination	11
1.	NIMS Typing	11
2.	Resource Tracking	11
a.	Mission Numbers	11
b.	Resource Inventory	12
c.	Apparatus Numbering	12
3.	Staging	15
4.	Documentation	15
5.	Declination	15
F.	EMAC	15
VII.	Roles and Responsibilities	16
A.	Department of Public Safety	16
B.	Division of Fire Safety	16
C.	Statewide Fire Mutual Aid Coordinator	16
D.	Regional Fire Mutual Aid Coordinators	17
E.	Area/County Fire Mutual Aid Coordinators	18
F.	Local Representation	18
G.	State Emergency Management Agency (SEMA)	19
H.	Department of Natural Resources (DNR)	19
VIII.	Plan Update and Maintenance	19

Appendices

A.	Statewide Fire Mutual Aid Flow Chart	A-1
B.	Mutual Aid Resource Request Form	B-1
C.	Communications (Standing ICS 205 for Statewide Fire Mutual Aid)	C-1
D.	Supply Checklist	D-1
E.	Mutual Aid Agreement Template	E-1
F.	Statutes	F-1
G.	ICS Forms 204 and 214	G-1
H.	Fire Department Drone Operations.....	H-1

Annex A

Fire Mutual Aid Plan (FIREMAP)

I. Purpose

- A. The purpose of Annex A is to coordinate and support the identification, deployment, transportation and demobilization of Fire Mutual Aid resources (to include fire suppression, technical rescue, search and rescue, hazardous materials, and K-9) utilized during large scale events, expanding incidents and/or localized incidents when additional resources are needed.

II. Scope

- A. The FIREMAP is a component of an all hazards system for allocation, mobilization, and deployment of Fire Mutual Aid resources in response to local incidents that requires more resources than those available under any existing inter-jurisdictional mutual aid agreement, especially in response to a major disaster where assistance needs to be provided from one area or region of the state to another.
- B. This plan is designed to augment the available resources during time of emergency or significant event. Nothing in the plan supersedes or prevents the development and use of local mutual aid agreements or operational plans between agencies and other parties.
- C. The plan encompasses all jurisdictions and providers unless they opt out by resolution.

III. Mission

- A. Annex A is a plan which facilitates the coordination of Fire Mutual Aid resources in order to minimize human suffering, save lives and conserve property.

IV. Planning Assumptions

- A. Priority will be given to saving lives and protecting property, in that order.
- B. The State may offer a provision of assistance if there are indications that the local resources may become overwhelmed.
- C. The state is subject to natural and man-made disaster which many impact Fire Mutual Aid resources.
- D. Threats and Hazards identified in the state THIRA and codified in the Missouri Hazard Mitigation Plan continue to outline urban/structural and wildfire as continued threats to Missouri.
- E. A single jurisdiction may not have enough resources to coordinate and manage emergency/disaster events.

- F. Information sharing and the coordination processes exist between all functional areas of Missouri Mutual Aid System.
- G. The Fire Mutual Aid Coordinator (DFS), EMS Mutual Aid Coordinator (DHSS), All-Hazards Mutual Aid Coordinator (SEMA), and ESF lead agencies will build/sustain systems together and will make every effort to maintain visibility between all disciplinary coordinators and route requests for resources accordingly.
- H. The Statewide Fire Mutual Aid Coordinator, along with the Regional and Area/County Coordinators, will make attempts to build Strike Team and Task Forces of various types where possible, to enhance deployment capabilities and streamline the deployment process.

V. Authorities

A. Statutes

- 1. See Appendix F for:
 - a. Chapter 44 RSMo
 - b. Chapter 320 RSMo

B. NIMS Resource Typing

- 1. Resource requests should be based on the Federal NIMS typing system (Tier 1), or Tier 2, Missouri typing (if defined and established), with the exception of such resources that cannot be typed. NIMS typing can be found at: <https://rtlt.preptoolkit.fema.gov/Public>

VI. Concept of Operations

A. Fire Mutual Aid includes all public and participating private entities furnishing fire suppression and related activities, such as fire prevention, rescue, hazardous material response, or special operations (i.e. search and rescue, K9 services, etc.) within the state and all agencies and departments of state government which provide these same services. In the event of a major emergency or a state-wide disaster, all fire protection agencies become an organizational part of the system.

B. Plan Activation

- 1. When additional resources are needed by the local Incident Commander, Regional Fire Mutual Aid Coordinator, Statewide Fire Mutual Aid Coordinator, or the State, mutual aid resources will be requested to support local operations.
- 2. These resources shall be requested according to the FIREMAP by notification of the County/Area, Regional, and/or Statewide Fire Mutual Aid Coordinator or Coordination Center (including a Multi-Agency Coordination Center or the State Emergency Operations Center). **For requests of assistance from State or Federal personnel or assets, refer to section VI.C.5., below.**

3. Command and control of the incident will remain the responsibility of the local jurisdiction. Any and all assistance that is requested and responds will be there to assist the requesting jurisdiction and its leaders.
4. The assisting agency has the responsibility to ensure that the equipment and personnel meet the requirements of the mission request.

C. Request for Assistance

1. Fire Mutual Aid resource requests may be received from multiple platforms including but not limited to: phone, fax, or computer/mobile device applications. When the State Emergency Operations Center (SEOC) is activated, and incidents require state coordination and support, the state will formalized the resource request by its input into WebEOC.
2. Area/County Fire Mutual Aid Coordinator(s) (If Staffed) will upon notification:
 - a. Perform a Rapid Needs Assessment to determine area of impact, scope, magnitude, time, and resources.
 - b. Lean forward to anticipate resource needs for future operational periods.
 - c. Activate the FIREMAP as necessary.
 - d. Notify and brief the Regional Coordinator and maintain coordination and communications between all levels of coordination from local to state.
 - e. Resource requests should be based on the Federal NIMS typing system (Tier 1), or Tier 2, Missouri typing (if defined and established), with the exception of such resources that cannot be typed.
 - f. If supported by state statutes: any entity or individual that holds a license, certificate, or other permit issued by a participating political subdivision, public safety agency, or state shall be deemed licensed, certified, or permitted in the requesting political subdivision or public safety agency's jurisdiction for the duration of the emergency. State to state reciprocity of licenses is granted on a case by case basis. For specific information per discipline, refer to discipline-specific annex.
 - g. In the absence of an Area/County Coordinator, notification will go directly to the Regional Coordinator.
3. Regional Fire Mutual Aid Coordinator(s) will upon notification:
 - a. Once a County or Area Coordinator determines that they have additional resource needs, they make requests through the appropriate Regional Coordinator(s).
 - b. Perform a Rapid Needs Assessment to determine area of impact, scope, magnitude, time, and resources.
 - c. Lean forward to anticipate resource needs for future operational periods.
 - d. Further activate the FIREMAP as necessary.

- e. Notify the Statewide Coordinator and maintain coordination and communications between all levels of coordination from local to state.
 - f. When multiple disciplines are involved the Regional Coordinators should collaborate and consider establishment of a Multi-Agency Coordination Center (MACC).
 - i. The makeup of a MACC should be determined by agency officials through the local Emergency Operations Plan.
 - g. If a strike team or task force is deployed, it is recommended that an advance team be deployed. If multiple strike teams or task forces are deployed then it is recommended that an Incident Support Team (IST) be deployed.
 - h. An advance team or IST may be deployed to support state resources and will support local Incident Command (IC) as requested.
4. Statewide Fire Mutual Aid Coordinator will upon notification:
- a. Once a Regional Coordinator determines that they have additional resource needs, they make requests through the Statewide Coordinator.
 - b. Perform a Rapid Needs Assessment to determine area of impact, scope, magnitude, time, and resources.
 - c. Lean forward to anticipate resource needs for future operational periods.
 - d. Further activate the FIREMAP as necessary.
 - e. Notify the SEMA Watch Center and/or SEOC and the State Fire Marshal and maintain coordination and communications between all levels of coordination from local to state.
 - f. When multiple disciplines are involved the Statewide Coordinator should collaborate and consider establishment of a Multi-Agency Coordination Center (MACC) and/or recommending activation of the State Emergency Operations Center (SEOC) and act as discipline liaison to the SEOC, if activated.
 - i. The makeup of a MACC should be determined by agency officials through the local Emergency Operations Plan and the activation of the SEOC should be determined by SEMA officials through the State Emergency Operations Plan.
 - g. If a strike team or task force is deployed, it is recommended that an advance team be deployed. If multiple strike teams or task forces are deployed then it is recommended that an Incident Support Team (IST) be deployed.
 - h. An advance team or IST may be deployed to support state resources and will support local Incident Command (IC) as requested.

5. State or Federal owned or controlled personnel and assets, and request thereof:
 - a. Any, and all requests for State and/or Federal personnel or assets can always be requested by contacting the Regional and/or Statewide Mutual Aid Coordinator. During an activation of the SEOC, these resources should be requested through the appropriate ESF. However, during day-to-day operations, there are numerous resources that would simply be obtained by local mutual aid requests. Specific information for some of these resources are as follows:
 - i. Missouri Department of Conservation (MDC) (ESF's #4 and #9)
 1. For State assistance from MDC for a wildfire incident, the local 911/Dispatch Center (not personnel in the field) must contact local MDC personnel in the agency's area. If the agency is not in the proclamation boundaries of the USFS, the same procedure would apply for assistance from USFS/NPS. Assistance could also be obtained by contacting the Regional or Statewide Fire Mutual Aid Coordinator.
 2. For State assistance from MDC for a water rescue incident, the local 911/Dispatch Center (not personnel in the field) must contact local MDC personnel in the agency's area. Assistance could also be obtained by contacting the Regional or Statewide Fire Mutual Aid Coordinator.
 - ii. Missouri Department of Health and Senior Services (DHSS) (ESF #8)
 1. For State assistance with EMS, or any other health related mutual aid request, contact the Emergency Response Center (ERC) at (800) 392-0272 or drms@health.mo.gov. For EMS, specifically, contact can also be made with a Regional or Statewide Fire Mutual Aid Coordinator, which can reach the Statewide EMS Mutual Aid Coordinator.
 - iii. Missouri Department of Natural Resources (DNR) (ESF #10)
 1. For State assistance with a Hazardous Materials Incident, outside of the coordination of HazMat Teams through mutual aid, contact can be made with the Environmental Emergency Response (EER) / Spill Line at (573) 634-2436.
 - iv. Missouri Interoperability Center (MIC) (ESF #2)
 1. For State assistance with Communications Support, contact can be made with the MIC 24/7 Help Desk by calling 855-4-MOSWIN (466-7946) and/or email moswin.sysadmin@dps.mo.gov.
 - v. Missouri National Guard – 7th Civil Support Team (MONG-CST) (ESF #10)
 1. For a request for CBRNE/HazMat assistance from the 7th CST, a call to the CST Commander from the Incident Commander is the most desirable method of contact. If the Commander cannot be reached, then a call to the CST Operations Cell should follow. These contacts will allow the CST to ask questions, validate the details of the mission, and prepare for deployment. Once the CST is

notified, they will make contact with the SEMA Watch Center for final coordination on the response.

- a. Contacts for the CST are:
 - i. CST Commander: (573) 774-9800
 - ii. CST Operations Cell: (573) 774-9792
 2. Alternatively, an agency can start by contacting the SEMA Watch Center at (573) 526-9100, and SEMA personnel will start the coordination with the CST.
 3. In either case, it is mandatory that SEMA be contacted and involved to validate the response from the 7th CST.
- vi. Missouri State Emergency Management Agency (SEMA) (SEOC OPS)
1. For the request of an IST/IMT or any other general assistance from SEMA, you can contact the SEMA Watch Center at (573) 526-9100, or contact the appropriate Regional SEMA Coordinator. A list of SEMA Regional Coordinators can be found on the SEMA website at:
https://sema.dps.mo.gov/programs/area_coordinator.php.
- vii. Missouri State Highway Patrol (ESF #13)
1. All MSHP assets are, organically, Law Enforcement/ESF #13 assets until coordinated to be deployed for use under Fire (ESF #4) or Rescue (ESF #9). If needed for Law Enforcement use or higher priority mission, these assets could be recalled back to Law Enforcement/ESF #13. Proper coordination needs to take place with these resources.
 2. Marine Division
 - a. Water Search and Rescue (SAR) Capability: Contact local Troop Headquarters with additional follow-up notification to Regional or Statewide Fire Mutual Aid Coordinator.
 3. Explosives Disposal Unit
 - a. Contact Troop F Headquarters at (573) 751-1000. Troop F personnel will coordinate the contact of the Unit and they will, in turn, coordinate response from MSHP or any suitable partner agency as needed.

viii. Missouri Task Force 1 (MOTF-1) (ESF #9)

1. MOTF-1 is a Federal Urban Search and Rescue (USAR) Task Force that is managed by the Boone County Fire Protection District and is one of 28 Federal USAR Teams in the United States. As this is a Federal Resource, to request MOFT-1, SEMA must be contacted. This can be done by contacting your Regional and/or Statewide Fire Mutual Aid Coordinator who would then contact SEMA, or by calling the SEMA Watch Center at (573) 526-9100. You can also contact MOTF-1 directly, by calling Boone County Joint Communications at (573) 442-6131. They would in-turn contact SEMA in regards to the request.

ix. U.S. Forest Service (USFS) and U.S. National Park Service (NPS) (ESF #4)

1. USFS and NPS have a Statewide Master Agreement with MDC to provide fire protection within their proclamation boundaries. Any agency within these boundaries can all the Missouri-Iowa Coordination Center (MOCC) directly, with a request for assistance. Any agency outside of these boundaries can contact MDC, or the Statewide Fire Mutual Aid Coordinator (through their Regional Coordinator) to request a response from USFS or NPS. The MOCC can be reached 24/7 at (573) 341-7449 (after hours may be directed to the Duty Officer on call).

x. Other

1. Any request for assistance from any other State or Federal partner not listed above should be forwarded to the Regional and/or Statewide Mutual Aid Coordinator for coordination.

6. K9 Specific Mutual Aid

- a. Canine detection teams are not universally associated with governmental public safety agencies. There also exists no state agency in Missouri with direct oversight or certifying authority for canine assets.
- b. Whereas the Division of Fire Safety is tasked as the lead agency in the State Emergency Operation Plan for Emergency Support Function (ESF) 9 – Search and Rescue, the plan for mobilizing canine search assets is incorporated into the functions of overall mutual aid coordination.
- c. The assets that will be utilized within the plan include canine teams that have provided information to the Division of Fire Safety by submitting K9 Mutual Aid Registration Form and subsequent updates.
- d. When a request is received for canine mutual aid resources, the Area/County, Regional, or State Mutual Aid Coordinator will consult the list of registered canine/handler

resources and fill the request for the requestor, based on criteria applicable to the mission.

- i. Applicable criteria shall include, but is not limited to: typing, qualifications, and certifications, geographic distance from the incident, response time, and logistical constraints.
- e. THE FINAL RESOURCE SELECTION IS DETERMINED BY THE REQUESTOR.

D. Notification and Response

1. The **NOTIFICATION** level will be based on the request and needs of the incident. The different levels are as follows:
 - a. Mutual Aid Advisory Notice
 - b. Mutual Aid Alert Notice
 - c. Mutual Aid Activation Order
 - i. Pre-Position Response
 - ii. Immediate Response
 - iii. Delayed Response
 - d. Demobilization Order
2. Mutual Aid Advisory Notice or “**Advisory**”
 - a. Upon the occurrence of a significant and/or impending event, Coordinators may issue an Advisory to State, Regional, Area, and County Coordinators or resources. This Advisory can come from whichever level of coordination is the most appropriate and can be disseminated both up and down the chain of notification to other coordinators. The Advisory is for **informational purposes only** and does not constitute a directive to begin any mobilization activities. The following information should be included in a Mutual Aid Advisory Notice as it becomes known:
 - i. Type of event
 - ii. Location
 - iii. Magnitude
 - iv. Weather conditions
3. Mutual Aid Alert Notice or “**Alert**”
 - a. If resources have a probability of being requested within the next 24 hours, coordinators may issue an Alert to State, Regional, Area, or County Coordinators or resources. This Alert should enable the requested resource to have more rapid response times if given a request of activation. Alerts can be issued in advance of a request for activation to pre-position resources, immediate response, or delayed response. The requested resources

must determine if they have the ability for mutual aid deployment and “roster” resources as appropriate. Consideration must be made on the impact of the local community or home jurisdiction and no liability will be imposed against any jurisdiction or its personnel for declining a request for assistance. If the status of the ability to deploy changes, it must be communicated to the appropriate coordinator. The Alert may be verbal followed by written confirmation, normally within 12 hours. The following information should be included in a Mutual Aid Advisory Notice as it becomes known:

- i. Type of event
- ii. Location
- iii. Magnitude
- iv. Weather conditions
- v. Current situation

4. Mutual Aid Activation Order or “**Activation**”

- a. If an event, emergency, or disaster requires mutual aid resources, the appropriate coordinator will notify said resources to be activated. In the interest of response time and efficiency, the resources that were given an Alert and were able to “roster” would be the first resources to be notified to deploy and should also be able to meet the expectations of an Immediate Response. The requested resource may decline the mission if in their opinion there is a potential need in the home jurisdiction. The activation may be verbal followed by written confirmation, normally within 12 hours. The following information should be included in a Mutual Aid Activation Notice as it becomes known:

- i. Type of event
- ii. Location
- iii. Magnitude
- iv. Weather conditions
- v. Current situation
- vi. Damage assessment
- vii. Communications channels/frequencies to be used
- viii. Other resources activated
- ix. Anticipated length of mission
- x. Requesting agency
- xi. Tracking procedures
- xii. Rally Points (if resources will travel via convoy)
- xiii. Reporting assignment

- b. The **RESPONSE** level will be based on the request and needs of the incident. The different levels are as follows:

- i. **Pre-Position Response:** This deployment of resources may occur if there is and expected or impending emergency or disaster, in order to have mutual aid resources already located in the expected affected area. The resource(s) would be under the direction of the requesting agency until released to another agency to assist with operations. Once released to an agency/jurisdiction in need of assistance, the

resource would then be operating as if it were any other method of response. When the agency/jurisdiction is no longer in need of this resource, it would be released to the original requesting agency for re-deployment to another jurisdiction, or demobilization. De-mobilization can only be through the original requesting agency.

- ii. **Immediate Response:** This **deployment of resources should typically occur within one (1) hour of notification** and would be more applicable to less complex, shorter duration missions (typically less than 24 hours). Further information can be found within each Annex for discipline specific expectations.
- iii. **Delayed Response:** This **deployment of resources should typically occur within three (3) hours of notification** and more applicable to more complex, large scale, and longer duration missions that require collection of additional internal support (typically greater than 24 hours). Further information can be found within each Annex for discipline specific expectations.

7. Mutual Aid Demobilization Order or “Demobilize”

- a. **Alert Demobilization:** If an Alert was issued and subsequent information indicates that activation of the resource is not needed, the organizing coordinator will notify the “rostered” agency/resource and demobilize and release them from the Alert. This should be done in writing to the requested agency/resource.
- b. **Activation Demobilization:** After activation, a demobilization of a resource may occur at any time. The activated resource can only be officially demobilized in two ways.
 - i. The original requesting agency can demobilize the resource when their mission is complete and/or they are no longer needed. Or,
 - ii. The activated resource needs to be recalled to its home jurisdiction. In this event, the assisting agency should make every attempt to keep the resource activated until replaced. If this is not possible, the deactivation and departure of the resource must be communicated to the requesting agency to ensure safety and security of all operations.
- c. In any case of demobilization, Incident documentation shall utilize NIMS standards.
- d. All documentation shall be submitted to the authority having jurisdiction.
- e. All single resources, strike teams and taskforces shall demobilize through the local Incident Commander and provide their ICS 214s and other associated incident documents.
- f. For all State Declared incidents, Incident Commanders are encouraged to facilitate the After Action Review process and develop an After Action Report (AAR).
- g. All single resources, strike teams and taskforces shall demobilize through the local Incident Commander and provide their ICS 214s and other associated incident documents.

- h. Once a state asset has been released from the local incident commander assigned, they will report back to the level two staging for further mission assignment or until demobilized by the original requesting agency.
- i. Demobilization of state assets will be tracked through WebEOC and associated auto-generated mission number.
- j. Discipline specific demobilization requirements may be contained in individual mutual aid annex.

E. Management and Coordination

1. NIMS Typing

- a. Resource requests should be based on the Federal NIMS typing system (Tier 1), or Tier 2, Missouri typing (if defined and established), with the exception of such resources that cannot be typed.

2. Resource Tracking

a. Mission Numbers

- i. When coordinating an intraregional mutual aid request, the Regional Mutual Aid Coordinator **may** assign a Mission Number to the request. For statewide, or out-of-state/EMAC requests, a Mission Number **will** be created. This number will be recorded on the Mutual Aid Resource Request Form, and may also be used in WebEOC or other resource tracking programs being used. A Mission Number can be auto-generated by a Regional Coordinator, or the Statewide Coordinator, by utilizing the Fire Mutual Aid Situation Report App. This number not only serves as a unique tracking identifier for general record keeping, but may also be used to verify the legitimacy of the resource when it arrives at the incident.
- ii. All Mission Numbers will indicate the Emergency Support Function (ESF), State, Region, Date, and Time of the request in the following format:
- iii. **Example: 4-MO-D-10052018172440** (ESF 4(Fire), Missouri, Region D, Oct 5th 2018, at 17:24:40)
 - 1. NOTE: When entered into the Fire Mutual Aid Situation Report App, this number will be auto-generated and distributed to all Regional Coordinators, Statewide Coordinator, and State Fire Marshal.
- iv. For all resources entered into WebEOC, the system will auto-generate an incident specific mission number for every resource request related to the incident. This number will serve as the master tracking number for any resource reimbursement and associated costs.

b. Resource Inventory

- i. In accordance with RSMo 320.271, every fire agency is required to file an Annual Fire Department Registration with the Division of Fire Safety. The information provided in the registration is the basis for identifying mutual aid inventory, and is utilized by the mutual aid coordinators to fill resource requests during plan activation.
- ii. Each Regional and Area Coordinator will be provided an updated inventory of the equipment, vehicles and personnel which are available for response within the scope of the plan. The participating agencies will submit the required inventory listing to the Division of Fire Safety, who will provide it to the regional mutual aid coordinators for their use in regional coordination of the plan. The Annual Fire Department Registration can be found on the Division of Fire Safety website at <http://www.dfs.dps.mo.gov>.

c. Apparatus Numbering

- i. Inter-regional responses will utilize an apparatus numbering system in order to:
 1. Facilitate identification of requested resources at entry and within the incident; and
 2. Facilitate entry of mutual aid apparatus into local computer aided dispatch (CAD) systems as desired for resource tracking.
- ii. The numbering system has 3 components:
 1. The apparatus placard number
 2. The radio designator
 3. The CAD apparatus designator
- iii. Apparatus Placard Number
 1. The Apparatus Placard Number will be written on signage no less than 8 ½” x 11”, which shall be placed on the inside of the left side of the windshield in such a way as to be visible from outside the vehicle.
 2. This number has five components and will consist of the following information and shall have a hyphen between each:
 - a. Emergency Support Function (ESF)
 - i. ESF 4 – Fire
 - ii. ESF 8 – EMS
 - iii. ESF 9 – Rescue
 - iv. ESF 10 –HazMat
 - b. Region

- i. A, B, C, D, E, F, G, H, or I
- c. Strike Team/Task Force (followed by the number of the team in sequential order). **If single resource, this can be left out.**
 - i. ST
 - ii. TF
- d. Agency Abbreviation
 - i. Found on the list of registered Fire Departments on the Division of Fire Safety Website (www.dfs.dps.mo.gov).
- e. Apparatus Type (if part of a ST/TF, this will be followed by a sequential number on that team)
 - i. Three letter identifier:
 - 1. NIMS Typed Resources
 - a. AER – Aerial Apparatus
 - b. BRU – Brush Patrol
 - c. CTP – Crew Transport
 - d. ENG – Engine
 - e. FBO – Fire Boat
 - f. FOT – Foam Tender
 - g. FUT – Fuel Tender
 - h. HEL – Helicopter
 - i. HET – Helitanker
 - j. TND – Water Tender
 - 2. Not NIMS Types Resources
 - a. RES – Rescue Vehicle
 - b. SWB – Swift Water Rescue Boat
 - c. FWB – Flood Water Rescue Boat
 - d. CMD – Command Vehicle
 - e. HMT – HazMat Vehicle
 - f. TRK – Truck
 - g. SPT – Support
- f. An example follows for what might be an Engine Strike Team:
 - i. 4-F-ST1-COLU-ENG1
 - ii. 4-F-ST1-BOON-ENG2
 - iii. 4-F-ST1-JEFF-ENG3
 - iv. 4-F-ST1-OSAB-ENG4
 - v. 4-F-ST1-LAKE-ENG5
 - 1. Next Strike Team would start with ENG6

- g. An example follows for what might be an HazMat Task Force:
 - i. 10-C-TF1-EURE-CMD1
 - ii. 10-C-TF1-HIGH-HMT2
 - iii. 10-C-TF1-PATT-HMT3
 - iv. 10-C-TF1-CLAY-ENG4
 - v. 10-C-TF1-STLO-SPT5
 - 1. Next Task force with start with XXX6
- h. An example follows for what might be a Single Rescue Resource:
 - i. 9-A-CJAC-RES1
- iv. Radio Designator
 - 1. The radio designator will simply be the apparatus type and number, prefaced by the Region. For the examples above, the apparatus operators will identify themselves on the radio as “Region F, Engine 1”, “Region C, HazMat 2”, or “Region A, Rescue 1”, etc.
- v. CAD Apparatus Designator
 - 1. For ease of dispatching, the CAD designator will be similar to the radio designator. The apparatus in the example above would be built in the CAD system as F-ENG1, C-HMT2, A-RES1, etc. Some variation might be necessary based on unique characteristics of each CAD system. The system and its operators will determine if further information, for example, the Apparatus Placard Number, will be associated in the computer with the assigned CAD designator for further identification of the resource.
- vi. MABAS and other adjoining State identifiers
 - 1. The Apparatus Placard Number, Radio Designator, and CAD Designators will all be identical for any out-of-state apparatus responding into an affected Missouri jurisdiction. Each designator will be comprised of the: ESF, ST/TF, State abbreviation, resource type, and sequential number of the requested unit.
 - a. Examples of these would be:
 - i. Apparatus Placard Number: 4-ST1-IL-ENG1
 - ii. Radio Designator: “Illinois Engine 1”
 - iii. CAD Designator: IL-ENG1
 - i. Apparatus Placard Number: 9-TF2-KS-RES2
 - ii. Radio Designator: “Kansas Rescue 2”
 - iii. CAD Designator: KS-RES2
 - i. Apparatus Placard Number: 10-IA-HMT4
 - ii. Radio Designator: “Iowa HazMat 4”
 - iii. CAD Designator: IA-HMT4

- vii. NOTE: It is up to the requesting jurisdiction as to whether the dispatch agency will create units in the CAD for Mutual Aid resources. If no CAD is used, the CAD designators can alternatively be used on T-Cards, forms, or other resource tracking tools.

3. Staging

- a. It is recommended that every region have a minimum of one pre-designated level two staging area for large scale disasters and pre-deployment needs.
- b. If a resource request is made to the State, the authority making the request shall designate a level one staging area.
- c. Staging areas may change based on the needs of the incident when responders are en route or during the incident.

4. Documentation

- a. NIMS standards of documentation will be utilized for state mutual aid.
- b. For hazardous materials, there are mandatory reporting guidelines for a person having lost control of a hazardous material. They are as follows:
 - i. Any release of hazardous substances in quantities equal to, or in excess of those determined pursuant to Section 101(14) or 102 of the Comprehensive Environmental Response, Compensation and Liability Act of 1980;
 - ii. Any release of petroleum including crude oil or any fraction thereof, natural gas, natural gas liquids, liquefied natural gas, or synthetic gas usable for fuel (or mixtures of natural gas and such synthetic gas) in excess of fifty gallons for liquids or three hundred cubic feet for gases or which creates a visible sheen on any waters of the state.
 - iii. Any release of a hazardous waste which is reportable under sections 260.350 to 260.430;
 - iv. Any release of a hazardous substance which requires immediate notice under Part 171 of Title 49 of the Code of Federal Regulations.

5. Declination

- a. Due to the need for local jurisdictions to ensure that they are able to provide service to their citizens, there shall be no liability imposed against any jurisdiction or its personnel for declining to provide mutual aid response assets to a requesting jurisdiction

F. Emergency Management Assistance Compact (EMAC)

- a. *For more information on the Emergency Management Assistance Compact please refer to Annex ?. (In Development) Until the EMAC Annex is complete, all coordination for EMAC will go through the Statewide Mutual Aid Coordinator, the SEMA EMAC Coordinator, and SEMA, collectively.*

VII. Roles and Responsibilities

A. Department of Public Safety

1. The Department of Public Safety is responsible for maintaining MOSCOPE.

B. Division of Fire Safety:

1. Shall act as the liaison between the FIREMAP, the Department of Public Safety and state government.
2. Is responsible for taking appropriate action on requests for mutual aid received through the plan's Fire Mutual Aid Coordinators (Area/County, Regional, and Statewide).
3. Will maintain departmental resource lists through Fire Department Registration.
4. Will coordinate and manage fire suppression, rescue, HazMat, and applicable K9 resources during emergencies.
5. Is responsible for the Statewide Fire Mutual Aid Coordinator.

C. Statewide Fire Mutual Aid Coordinator:

1. Through and with the Regional, Area, and County Fire Mutual Aid Coordinators, is responsible for coordination, response, tracking, information sharing and demobilization of all fire suppression, rescue, HazMat, and applicable K9 resources, on behalf of the Division of Fire Safety.
2. Is part of the EMAC A-Team and will be contacted for any request involving fire suppression, rescue, HazMat, and applicable K9 resources.
3. Administrative and response responsibilities include:
 - a. Maintaining situational awareness within the state, and sharing information with federal, state, regional and local stakeholder partners.
 - b. Serving as a liaison and interacting with other agencies and disciplines for planning, training, exercise and response purposes
 - c. Ensuring that alternate coordinator and regional coordinator positions are filled and operating effectively.
 - d. Conducting meetings with area, county, and regional coordinators, gathering resource data, updating plans, and any other administrative functions needed.
 - e. Monitoring of MoSCOPE, and Annex A thereof, for any changes needed in terms of legislation, activation, and implementation.
 - f. Maintaining current records of fire organizations, equipment and personnel that can be called upon during plan activation.

- g. Disseminating changes to the plan to the participants of the Fire Mutual Aid system.
 - h. Participating in exercises, after action and plan critiques when conducted.
4. Activation responsibilities include:
- a. Coordinating requests and response between regions. Staffing SEOC ESF #4 and #9
 - b. Maintaining situational awareness statewide and disseminating situational information to plan participants.
 - c. Facilitating reimbursement processes.
 - d. Facilitating after action processes for each activation of Fire Mutual Aid.
 - e. Acting as fire service liaison and making necessary notifications to state agencies and other response partners and stakeholders.
 - f. Upon Level 3 Activation of the SEOC and staffing of ESF 10 by the Department of Natural Resources occurs:
 - i. Provide situation report and ensure transfer of all information to ESF 10 representative.
5. **Regional Fire Mutual Aid Coordinators (to include alternates/deputies):**
- 1. Are responsible for maintenance and coordination of the plan at the regional level.
 - 2. Are selected by the Missouri Association of Fire Chiefs to serve at the pleasure of the MAFC Board of Directors.
 - 3. Administrative duties of the regional coordinators include:
 - a. Selecting alternate/deputy regional coordinator(s) and area/county plan coordinators in the region as needed.
 - b. Utilizing and assisting in the compilation of resource data from area and county coordinators, including a record of current fire organizations in the region, along with their equipment and personnel that could be used by this plan during an activation. This coincides with the Fire Department Registration list with the Division of Fire Safety.
 - c. Conducting annual meetings with area and county coordinators to collect resource data, resolve issues, and fill vacancies.
 - d. Assisting with, or developing, a regional mutual aid plan specific to the region represented.
 - 4. Activation responsibilities include:

- a. Serving as coordinator of the plan in the assigned region.
- b. Coordinating requests and deployment of the resources associated with the plan.
- c. Assigning, or acting as, a liaison to the affected area.
- d. Communicating status reports and updates.
- e. Participating in each activation after action process.

E. Area/County Fire Mutual Aid Coordinator(s):

1. Area/County Plan Coordinators are selected by the regional coordinator.
2. Administrative duties of the area/county coordinators include:
 - a. Utilizing, and assisting the Regional Coordinator in the compilation of, resource data, including a record of current fire organizations in the area/county, along with their equipment and personnel that could be used by this plan during an activation. This coincides with the Fire Department Registration list with the Division of Fire Safety.
 - b. Identify additional contacts for each fire agency in the area/county represented.
 - c. Assist with ensuring each fire agency within the area/county represented has registered (annually) with the Division of Fire Safety.
 - d. Ensure each fire agency within the area represented has the capabilities to communicate utilizing the identified mutual aid frequencies for disasters.
 - e. Establishes relationship with local EOC's within represented area/county.
 - f. Assists and/or develops a local mutual aid plan for area represented.
3. Activation responsibilities include:
 - a. Coordinating resources activated within assigned area/county.
 - b. Maintaining situational awareness within the area/county, and sharing information both up to the Regional Coordinator and down to local agencies.
 - c. Assisting plan participants with incident documentation and the processing of reimbursement documents.

F. Local Representation:

1. The Fire Chief or Senior Fire Service Official of each local entity providing fire protection will serve as fire service representative to their respective Area/County Coordinator.

G. State Emergency Management Agency:

1. As directed by the Department of Public Safety, is responsible for maintaining MOSCOPE.
2. Is responsible for activating the MOSCOPE.

H. Department of Natural Resources

1. During SEOC activations, DNR shall deploy, track, maintain, and demobilize Hazardous Materials Mutual Aid resources with the assistance of the Division of Fire Safety.

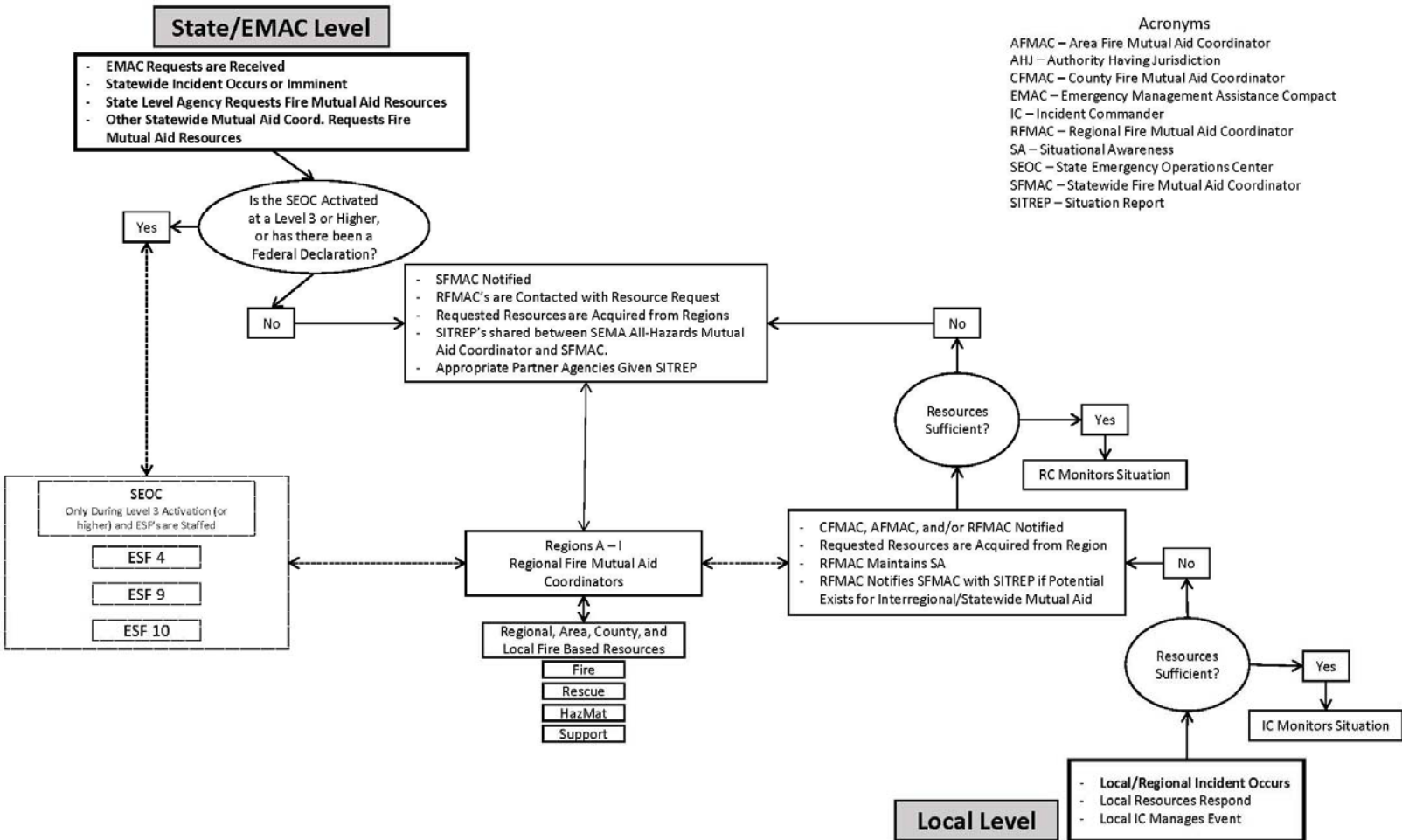
VIII. Plan Update and Maintenance

- A. MOSCOPE, to include the FIREMAP, will be reviewed in even calendar years (biennial), or as needed.
- B. The coordination of the Missouri Mutual Aid System for Fire Mutual Aid, including development, revision, distribution, training and exercising, is the responsibility of the Division of Fire Safety and Missouri Association of Fire Chiefs.
- C. The Emergency Response Plan Committee will oversee this process for Annex A, Fire Mutual Aid Plan (FIREMAP). The committee will be composed of the following:
 1. Statewide Fire Mutual Aid Coordinator (Chairperson)
 2. Regional Fire Mutual Aid Fire Coordinators (one representative from each of the nine regions)
 3. Missouri Division of Fire Safety (one representative)
 4. Executive Director of Missouri Association of Fire Chief

Appendix A

Fire Mutual Aid Flow Chart

Statewide Fire Mutual Aid



Appendix B

Mutual Aid Resource Request Form

Event Tracking #:	Event Name:	
Date:	Time:	Response Level: (Pre-Position, Immediate, or Delayed):
Requesting Agency:		
Contact Information (Name/Phone):		
Request Received By:		Request Forwarded To:
Resource Requested:		
Mission:		
Logistical Needs (Gas, Water, Food, Lodging, etc.):		
Force Protection Needs (Law, EMS, etc.):		
Advance Team Needed (yes/no):		IST Needed (yes/no):
Other Logistical Needs:		
Apparatus Size/Weight Restrictions?		
Air Resource Info: <ul style="list-style-type: none">- Landing Zone Details:<ul style="list-style-type: none">- Location (Coordinates): Lat: _____ Long: _____- Or, Directions: - Size (Approximate):- Obstructions/Hazards: - Oxygen Resupply:- Fueling:- Hanger Specifications:		
Estimated Duration of Deployment (H=Hours/D=Days):		
Staging Location:		
Reporting To:		
On Scene Date/Time Requested:		
Communications:		
Resource(s) Coming From (Department(s) and Apparatus ID) (Attach ICS 204):		

Name for Resource Contact:		Phone for Resource Contact:	
Time En Route:	Estimated Time of Arrival:	Time on Scene (or Staging):	
Demobilization Date/Time:		Departure Date/Time:	
Reassigned To (if applicable):			
New Mission (if applicable):			
Time En Route:		Estimated Time of Arrival:	
		Time on Scene (or Staging):	
Demobilization Date/Time:		Departure Date/Time:	
NOTES:			
Distribution:			
Requesting Department Name:			
Attention:		Fax/Email:	
Responding Department Name:			
Attention:		Fax/Email:	
Mission Verified By:			
Mutual Aid Coordinator:			
Signature:			
Date/Time:			
Assigned Mission Number:			

Appendix C

Communications

The key to the successful operation of the various resources into a region will depend heavily upon the ability of these agencies to communicate effectively amongst each other. It is reasonable to assume that in the wake of a major disaster, the existing communication system in the affected area may be inoperable or severely compromised.

Radio programming requirements for agencies participating in the Statewide Fire Mutual Aid Plan.

- VHF only radios will be required to program/carry all of the VHF frequencies listed in the ICS205. Agencies with 700/800 MHz only radios must carry the 700/MHz frequency listed in the ICS 205.
- Agencies with Missouri Statewide Interoperability Network (MOSWIN) capable radios must carry all of the interoperable talkgroups listed in the ICS 205.
- It is recommended all agencies carry all of the MOSWIN, VHF and 700 MHz frequencies listed in the communications plan Missouri Field Operations Guide, MO FOG.
- Note in the ICS 205 below, “REG C” MOSWIN I/O’s are for illustration purposes only. The actual Regional MOSWIN I/O Call, I/O’s, FIRE, and/or EMS, are determined by what Region (A, B, C, D, E, F, G, H, or I) the incident is located in.
- See St Louis and/or Kansas City FOG for local interoperable policies outside of this ICS 205.

For statewide activations, the MOSWIN talkgroups and frequencies listed below may be utilized and referred to with the appropriate designations.

During an activation of the State Emergency Operations Center (SEOC), ESF’s 4/9, 8, and 10 will work with ESF 2 for any updates or modifications to the Standing ICS 205.

Outside of a SEOC activation, all ICS 205 development needs to go through the Missouri Interoperability Center (MIC).

Note: All communications on these channels and talk groups shall be in the clear. Encryption is not allowed.

INCIDENT RADIO COMMUNICATIONS PLAN				Incident Name State Fire Mutual Aid				Date/Time Prepared 1/4/2019		Operational Period Date/Time Standing/As needed	
Line	Ch #	Zone	Function	Channel Name/TG Name	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	Tx Tone/NAC	Mode A, D or M	Remarks
1			Logistics	REG C IO CALL	Call channel	\$01CE:3515	0	\$01CE:3515	0	D	In Region Coordination/travel
2			Command	REG C IO 1	Command	\$01CE:3511	0	\$01CE:3511	0	D	IC Operations
3			Reserve	C FIRE 1	exterior tactical	\$01CE:3618	0	\$01CE:3618	0	D	Fire/rescue/HAZMAT
4			Reserve	C FIRE 2	exterior tactical	\$01CE:3619	0	\$01CE:3619	0	D	Fire/rescue/HAZMAT
5			Reserve	VCALL10	Call channel	155.7525N	CSQ	155.7525N	156.7	A	Multi-Discipline Coordination
6			Dispatch	VFIRE 21	Fire Ops	154.2800N	156.7/CSQ	154.2800N	156.7	A	PSAP coordination
7			Command	VFIRE 22	Fire Command	154.2650N	156.7/CSQ	154.2650N	156.7	A	State/Region Coord Cmd
8			Command	VFIRE 23	Fire Regional Coord	154.2950N	156.7/CSQ	154.2950N	156.7	A	Regional Mutual Aid
9			Tactical	VFIRE 24	Fire Ops	154.2725N	156.7/CSQ	154.2725N	156.7	A	Incident Operations
10			Tactical	VFIRE 25	Fire Mutual Aid Ops	154.2875N	156.7/CSQ	154.2875N	156.7	A	State/Region Mut Aid Ops
11			Staging	VFIRE 26	Fire Mutual Aid Staging	154.3025N	156.7/CSQ	154.3025N	156.7	A	Staging
12			Reserve	7FIRE63	Fire Ops	769.89375N	\$293	769.89375N	\$293	D	Fire/rescue/HAZMAT
13			Reserve	C EMS 1	EMS	\$01CE:3624	0	\$01CE:3624	0	D	EMS
14			Reserve	C EMS 2	EMS	\$01CE:3625	0	\$01CE:3625	0	D	EMS
15			Tactical	VMED29	EMS	155.3475N	156.7/CSQ	155.3475N	156.7	A	in/exterior tactical
16			Logistics	MO IO CALL	Call channel	\$01CE:10313	0	\$01CE:10313	0	D	Out of region coordination/travel
17			Logistics	SEMA Common		0.00000	0	0.00000	0	D	Reg Coord - MO SEOC
Prepared By (Communications Unit) MO DPS MO Interoperability Center - Division of Fire Safety - Fire Mutual Aid							Incident Location: Region A through I				

The convention calls for frequency lists to show five digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. Use Remarks for any clarifications, to show gateway channels or other information. All channels are shown as if programmed into a hand held, mobile or control station radio. A Repeater must be programmed with the Rx and Tx reversed. A Base Station is simplex typically.

Missouri Statewide Interoperable Network (MOSWIN):

Communications within an incident may also be assigned to one or more MOSWIN talk groups. MOSWIN P25 digital trunked interoperable talk groups may be used by emergency responders throughout the State of Missouri for communications for everyday mutual aid response in the event of a major incident, or during a planned local, regional or statewide event. See MO FOG for standard operation procedure.

These talk groups provide communications capabilities to command and operational personnel that are responsible for incidents requiring multiple jurisdictions and assets.

The following guidelines apply when using MOSWIN per the MOSWIN Interoperable Talk Group Standard Operating Procedures:

5.1 The incident commander (IC) should request an incident be moved to a regional talk group from "County All". "County All" serves as the calling talk group. Moving to a regional I/O will allow continuing communications during the emergency incident. *

5.2 It will be the responsibility of the incident commander (IC) to collaborate with their primary dispatch center to arrange the movement of the incident to a Regional I/O. It shall be the responsibility of the primary dispatch center to ensure that the regional talk group(s) is available for use.

5.3 The incident commander (IC) will have the responsibility to establish the COMMAND CHANNEL for the incident. The IC will then assign the Region Fire TAC, Region LAW TAC, or Region Emergency Medical Service (EMS) TAC as the working incident talk group or on scene talk group between units

5.3.1 While enroute, outside resources shall communicate on the Region Call or Statewide Call. The resource shall utilize this talk group to communicate with the IC, obtain directions, check in to the incident, and be directed to the appropriate talk group as needed.

** As detailed in the standing ICS 205 and/or subsequent ICS 205's developed by ESF 2 if necessary to meet the communications needs of the incident responders.*

When SEOC is not activated, see Missouri Interoperable Field Operations Guide and contact MOSWIN systems administration.

As agreed upon by representation from each mutual aid discipline:

As outlined in NIMS, common terminology for all voice transmissions must be utilized.

Appendix D

Supply Checklist

This is a recommended list of items to consider when deploying.

- Food/Water
- Full uniform and discipline specific gear
- Infectious Disease Control Kit (gloves, goggles, pocket mask etc.)
- Shirts
- Sweatshirts
- Pants
- Socks
- Boots
- Jackets
- Underclothing
- Personal toiletry (soap, shampoo, deodorant, toilet paper, shaving kit, towels)
- Medicines
- Bed roll, pillow
- Eye glasses/contacts
- Money
- Identification
- Sunscreen

In addition, each organization sending equipment must provide means for paying for fuel.

Appendix E

Mutual Aid Agreement (Template)

WHEREAS, the jurisdictions/departments of _____ and _____ have deemed it to be critical to the safe, efficient, and expeditious recovery of their community from the effects of the disaster occurring on _____, and as a result of the implementation of the State Fire Mutual Aid System, enter into this supplemental mutual aid agreement to provide the personnel, equipment, and materials necessary to conduct required life safety response actions; and,

WHEREAS, each party entering into this compact recognizes that this disaster event transcends political jurisdictional boundaries and that intergovernmental coordination is essential in managing this emergency; and,

WHEREAS, each jurisdiction is responsible for responding to an emergency situation and using all available resources to protect the health, safety, and property of the citizens of the affected jurisdiction(s).

WHEREAS, it is desirable and necessary that all available resources of those jurisdictions and their various departments and agencies be made available to respond to this emergency; and,

WHEREAS, Missouri law provides for the execution of such mutual aid agreements among political subdivisions of the State, public safety agencies, fire departments, fire protection districts, and/or volunteer fire protection associations, as authorized by the respective jurisdiction's elected body.

NOW, THEREFORE, THE MENTIONED JURISDICTIONS DO OFFICIALLY AGREE AS FOLLOWS:

1. _____ (Responding Agency) agrees to assist _____ (Requesting Agency) by furnishing the necessary equipment, personnel, and/or materials to supplement the requesting agencies resources in conducting disaster related emergency protective actions. It is understood that no party shall be required to unduly deplete its resources in furnishing such assistance. If the Responder is unable to meet the Requestor's need for resources, the Requestor will be advised immediately.
2. This agreement supplements the existing State Fire Mutual System and that all such relevant processes and procedures identified in that system will be used by all parties to this agreement.
3. It shall be the responsibility of each participating jurisdiction to formulate procedural plans and programs for inter-jurisdiction cooperation and for the effective mobilization and de-mobilization of its resources in the performance of these emergency protective measures.
4. In formulating such plans, and in carrying them out, the party jurisdictions, insofar as practical, shall:
 - a. Protect and assure uninterrupted delivery of services, medicines, water, food, energy and fuel, search and rescue, and/or critical lifeline equipment, services, and resources, both human and material.
 - b. Provide, to the extent authorized by law, for temporary suspension of any local statutes so that the jurisdiction requested to render mutual aid can take action necessary to provide/make available the resources covered by this agreement in accordance with the terms hereof and the State Fire Mutual

Aid System; provided that it is understood that the jurisdiction rendering aid may withhold resources to the extent necessary to provide reasonable protection for themselves.

5. Documentation of hours worked, equipment used, and materials expended will be maintained by the Responder and provided to the Requestor as required for documentation of eligible expenses and reimbursement. Reimbursement rates will be as identified in Attachment A to this supplemental agreement.
6. It is expressly understood that any mutual aid extended under this agreement is furnished in accordance with RSMo Chapter 44 Section 44.090, Chapter 70 Section 70.837, Chapter 320 Section 320.090, and other applicable provisions of law. Management of an incident shall remain with the jurisdiction in which the incident occurred. Agencies providing assistance shall assign an agency representative to report to the official in charge/incident commander. The official in charge/incident commander may mission assign responding mutual assistance agencies, but each agency's representative retains supervision of their personnel and resources and may withdraw their resources at any time.
7. The provisions of this agreement shall not limit or restrict the duties and obligations of the State of Missouri to respond to emergencies within the jurisdictional confines of parties to this agreement or for any other jurisdiction that may be impacted by a disaster.
8. The Responder may assume in whole or in part such loss, damage, expense, or other cost, or may loan such equipment or donate such services to the Requestor without charge or cost. Any two or more party jurisdictions may enter into supplementary agreements establishing a different allocation of costs among those jurisdictions.
9. Each party jurisdiction shall provide for the payment of compensation and death benefits to injured members of the emergency forces of that jurisdiction and representatives of deceased members of such forces in case such members sustain injuries or die as a result of rendering aid pursuant to this compact, in the same manner and on the same terms as if the injury or death were sustained within their own jurisdiction.
10. Parties to this agreement will request that personnel and equipment not under their direct authority honor the conditions of this agreement and support calls for assistance in response to a disaster.
11. The Requestor shall indemnify, defend, and hold blameless the Responder arising from the performance of duties in response to an emergency incident pursuant to this agreement. Officers or employees of a party jurisdiction rendering aid in another jurisdiction pursuant to this agreement shall be considered agents of the Requestor for tort liability and immunity purposes; and no party jurisdiction or its officers or employees rendering aid in another jurisdiction pursuant to this agreement shall be liable on account of any act or omission in good faith on the part of such forces while so engaged or on account of the maintenance or use of any equipment or supplies in connection therewith. Good faith in this article shall not include willful misconduct, gross negligence, or recklessness.

12. This agreement shall become effective as to each party when executed by the party, and shall remain operative and effective as between each and every party that has heretofore or hereafter executed this agreement, until the party terminates participation in this agreement. Execution of this agreement shall be as follows:

Jurisdiction/Department

Name (Print)

Position/Title

Signature

Date

Jurisdiction/Department

Name (Print)

Position/Title

Signature

Date

ATTACHMENT A

SCHEDULE OF REIMBURSEMENT RATES

LABOR:

Classification	Rate
_____	_____
_____	_____
_____	_____
_____	_____

EQUIPMENT:

Item	Rate
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

MATERIALS:

Item	Rate
_____	_____
_____	_____
_____	_____

(NOTE: Additional pages may be used as necessary. Labor rates should include any applicable fringe benefits. If standard FEMA rates are to be used indicate "FEMA Rates" in the applicable line.)

Appendix F

Statutes

44.090. Mutual-aid agreements — participation in statewide mutual aid system — reimbursement for services provided, benefits. —

- i. The executive officer of any political subdivision or public safety agency may enter into mutual-aid arrangements or agreements with other public and private agencies within and without the state for reciprocal emergency aid. Such arrangements or agreements shall be consistent with the state disaster plan and program and the provisions of section [70.837](#) and section [320.090](#). In time of emergency it shall be the duty of each local organization for emergency management to render assistance in accordance with the provisions of such mutual-aid arrangements or agreements.
- ii. Any contracts that are agreed upon may provide for compensation from the parties and other terms that are agreeable to the parties and may be for an indefinite period as long as they include a sixty-day cancellation notice provision by either party. The contracts agreed upon may not be entered into for the purpose of reduction of staffing by either party.
- iii. At the time of significant emergency such as fire, earthquake, flood, tornado, hazardous material incident, terrorist incident, or other such man-made or natural emergency disaster or public safety need anywhere within the state or bordering states, the highest ranking official of any political subdivision or public safety agency or their designee may render aid to or request aid from any jurisdiction, agency, or organization even without written agreement, as long as he or she is in accordance with the policies and procedures set forth by the governing boards of those jurisdictions, agencies, or organizations. A public safety need, as used in this section, shall include any event or incident necessitating mutual-aid assistance from another public safety agency.
- iv. When responding to mutual aid or emergency aid requests, political subdivisions or public safety agencies shall be subject to all provisions of law as if it were providing service within its own jurisdiction.
- v. All political subdivisions and public safety agencies within the state are, upon enactment of this legislation or execution of an agreement, automatically a part of the Missouri statewide mutual aid system. A political subdivision within the state may elect not to participate in the statewide mutual aid system upon enacting an appropriate resolution by its governing body declaring that it elects not to participate in the statewide mutual aid system and by providing a copy of the resolution to the director of the department of public safety or his or her designee.
- vi. The Missouri mutual aid system shall be administered by the department of public safety, which may authorize any organization to assist in the administration of the mutual aid system. The department of public safety may promulgate rules for this section. Any rule or portion of a rule, as that term is defined in section [536.010](#), that is created under the authority delegated in this section shall become effective only if it complies with and is subject to all of the provisions of [chapter 536](#) and, if applicable, section [536.028](#). This section and [chapter 536](#) are nonseverable and if any of the powers vested with the general assembly under [chapter 536](#) to review, to delay the effective date, or to disapprove and annul a rule are

- subsequently held unconstitutional, then the grant of rulemaking authority and any rule proposed or adopted after August 28, 2009, shall be invalid and void.
- vii. For the purpose of this section, public safety agencies shall include, but shall not be limited to, fire service organizations, law enforcement agencies, emergency medical service organizations, public health and medical personnel, emergency management officials, infrastructure departments, public works agencies, and those other agencies, organizations, departments, and specialized emergency response teams that have personnel with special skills or training that are needed to provide services during an emergency, public safety need, or disaster, declared or undeclared.
 - viii. It shall be the responsibility of each political subdivision and public safety agency to adopt and put into practice the National Incident Management System promulgated by the United States Department of Homeland Security.
 - ix. In the event of a disaster or other public safety need that is beyond the capability of local political subdivisions, the local governing authority or public safety agency having jurisdiction may request assistance under this section.
 - x. Any entity or individual that holds a license, certificate, or other permit issued by a participating political subdivision, public safety agency, or state shall be deemed licensed, certified, or permitted in the requesting political subdivision or public safety agency's jurisdiction for the duration of the emergency or authorized drill.
 - xi. Reimbursement for services rendered under this section shall be in accordance with any local, state and federal guidelines. Any political subdivision or public safety agency providing assistance shall receive appropriate reimbursement according to those guidelines.
 - xii. Applicable benefits normally available to personnel while performing duties for their jurisdiction are also available to such persons when an injury or death occurs when rendering assistance to another political subdivision or public safety agency under this section. Responders shall be eligible for the same state and federal benefits that may be available to them for line-of-duty deaths or injuries, if such services are otherwise provided for within their jurisdiction.
 - xiii. For the purposes of liability, all members of any political subdivision or public safety agency responding under operational control of the requesting political subdivision or a public safety agency are deemed employees of such responding political subdivision or public safety agency and are subject to the liability and workers' compensation provisions provided to them as employees of their respective political subdivision or public safety agency.

320.090. Emergency services, contracts for mutual aid operative in disasters - requirements.

- 5. Any municipal fire department, fire protection district or volunteer fire protection association, as defined by section 320.300, may enter into contracts providing for mutual aid regarding emergency services provided by such fire department, fire protection district or volunteer fire protection association. The contracts that are agreed upon may provide for compensation from the parties and other terms that are agreeable to the parties and may be for an indefinite period as long as they include a sixty-day cancellation notice by either party. The contracts agreed upon may not be entered into for the purpose of reduction of manpower by either party.

6. Any municipal fire department, fire protection association or volunteer fire protection association may provide assistance to any other municipal fire department, fire protection district or volunteer fire protection association in the state at the time of significant emergency such as a fire, earthquake, flood, tornado, hazardous material incident or other such disaster. The chief or highest ranking fire officer may render aid to any requesting fire department, fire protection district or volunteer fire protection association as long as he is acting in accordance with the policies and procedures set forth by the governing board of that governmental entity or association.
7. When responding on mutual aid or emergency aid requests, the fire department, fire protection district, or volunteer fire association shall be subject to all provisions of law as if it were providing service within its own jurisdiction.

320.271. Information to be filed with fire marshal, by certain fire protection organizations — when — identification numbers. —

All fire protection districts, fire departments, and all volunteer fire protection associations as defined in section 320.300 shall complete and file with the state fire marshal within sixty days after January 1, 2008, and annually thereafter, a fire department registration form provided by the state fire marshal. The state fire marshal may issue a fire department identification number to each registered fire protection district, fire department, or volunteer fire protection association based upon such registration. The state fire marshal may conduct periodic reviews of the information provided on each fire department registration form, and may deny or revoke a fire department identification number based upon the information provided.

320.300. Volunteer fire protection association, definition. —

1. As used in sections 320.300 to 320.310, the phrase "**volunteer fire protection association**" means any fire department, including a municipal fire department, which is staffed by volunteers and organized for the purpose of combating fires in a specified area. The provisions of sections 320.300 to 320.310 shall apply only to volunteer fire protection associations either partially or wholly funded by membership or subscriber fees and shall not apply to fire protection districts supported by local tax revenues, or which have contracted with a political subdivision to respond to fires within the area of an association's boundaries.

320.310. Boundaries, filing with county – sole providers, when.

1. All volunteer fire protection associations as defined in section 320.300 shall identify the association's boundaries and file the same with the county administrative body.
2. Except as provided in section 320.090 and section 44.090, and except for state agencies that engage in fire suppression and related activities, those fire protection districts, municipal fire departments, and volunteer fire protection associations, as defined in section 320.300, shall be the sole provider of fire suppression and related activities. For the purposes of this subsection, the term "**related activities**" shall mean only fire prevention, rescue, hazardous material response, or special operation within their legally defined boundaries.
3. Only upon approval by the governing body of a municipal fire department, fire protection district, or volunteer fire association registered with the office of the state fire marshal, as

- required by section 320.271, shall any other association, organization, group, or political subdivision be authorized to provide the fire suppression response and related activities referenced in subsection 2 of this section within the legally defined boundaries of any municipal fire department, fire protection district, or volunteer fire association.
4. Any such association, group, or political subdivision denied approval to operate within the established boundaries of a fire department or volunteer fire association may appeal that decision within thirty days of the decision to the circuit court having jurisdiction for a trial de novo.
 5. Notwithstanding the provisions of subsections 2 and 3 of this section, ambulance services and districts which are or will be licensed, formed, or operated under chapter 190 may provide emergency medical services and nonemergency medical transport within the geographic boundaries of a fire department. Nothing in this section shall supersede the provisions set forth in section 67.300, chapter 190, or chapter 321.

Appendix G
ICS Forms
204 and 214

Assignment List - ICS 204

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____		3. Branch:
4. Operations Personnel: <u>Name</u> _____ <u>Contact Number(s)</u> _____ Operations Section Chief: _____ Branch Director: _____ Division/Group Supervisor: _____				Division: Group: Staging Area:
5. Resources Assigned:			Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
Resource Identifier	Leader	# of Persons		Contact (e.g., phone, pager, radio frequency, etc.)
6. Work Assignments:				
7. Special Instructions:				
8. Communications (radio and/or phone contact numbers needed for this assignment): Name/Function _____ Primary Contact: indicate cell, pager, or radio (frequency/system/channel) _____ _____/_____ _____/_____ _____/_____ _____/_____				
9. Prepared by: Name: _____ Position/Title: _____ Signature: _____				
ICS 204	IAP Page _____	Date/Time: _____		

1. Incident Name:	2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____
--------------------------	--

3. Name:	4. ICS Position:	5. Home Agency (and Unit):
-----------------	-------------------------	-----------------------------------

6. Resources Assigned:		
Name	ICS Position	Home Agency (and Unit)

7. Activity Log:	
Date/Time	Notable Activities

8. Prepared by: Name: _____	Position/Title: _____	Signature: _____
ICS 214, Page 1		Date/Time: _____

Appendix H

Drones/UAV

Fire Department drone operations in support of mutual aid should adhere to the following guidelines;

- 1. The drone operator must be licensed in accordance with FAA Small UAS Rule (part 107).**
- 2. The agency supplying the drone and/or operator for mutual aid purposes should have policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties. These policies and procedures should conform to the Presidential Memorandum, Memorandum on Promoting Competitiveness While Safeguarding Privacy, Civil Rights, and Civil Liberties in Domestic Use of Unmanned Aircraft Systems.**
- 3. The agency supplying the drone and/or operator should be in compliance with the Privacy Act of 1974 (5 U.S.C. 552a) (the "Privacy Act").**
- 4. The agency supplying the drone and/or operator will operate under their existing policies and procedures. Information collected and disseminated via the drone use should be in accordance with the records retention policy of the agency supplying the drone.**
- 5. Any use of drones purchased with Homeland Security funds will follow the rules and guidelines promulgated by the Missouri Department of Public Safety, Office of Homeland Security and the U.S. Department of Homeland Security.**