

KNOX COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

# FIRE AND RESCUE

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## ANNEX F OF THE KNOX COUNTY EMERGENCY OPERATIONS PLAN

7/16/2021



*For all Agencies, Participant Organizations and Staff serving Knox County*

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Fire and Rescue

Primary Agencies: Fire and EMS Agencies serving Knox County

Support Agency: Knox County Emergency Management

## **I. INTRODUCTION**

### **A. Purpose**

The Fire and Rescue Annex is an extension of the Knox County Emergency Operations Plan (EOP) dealing specifically with firefighting and rescue operations. This document is a coordinated plan for an organized and systematic approach to the best possible response to the difficulties created in the event of a major fire or rescue incident.

### **B. Scope**

This annex has been developed to address the needs of all of Knox County regarding the issues of fire and rescue operations during an emergency or disaster event. The plan identifies the responsibilities, functions, operational procedures, and working relationships between governmental entities and other support groups. The primary goal of this plan is the protection of lives and property.

### **C. Policy**

It is the policy of Knox County to develop plans and procedures that incorporate the concepts of the National Incident Management System (NIMS), the Incident Command System (ICS) and the National Preparedness Goal (NPG).

### **D. Core Capabilities**

This annex addresses the following Core Capabilities as defined in the National Preparedness Goal:

- Fire Management and Suppression
- Mass Search and Resource Operations

## **II. SITUATION AND ASSUMPTIONS**

### **A. Situation**

Knox County is at risk for a major fire or rescue incident that could significantly impact the health, safety, and property of those living in the county.

## **B. Assumptions**

1. Existing fire personnel and equipment will be able to handle most emergency situations through the use of existing mutual aid agreements. When additional support is required, assistance can be obtained from state and federal agencies.
2. Departments in Knox County will implement the Incident Command System (ICS) in accordance with NIMS standards when dealing with emergencies.
3. Situations in which the Emergency Operations Center (EOC) is activated, incident command personnel will coordinate their activities with the appropriate EOC personnel.
4. Departments will work to continually identify response priorities and potential shortfalls in fire and rescue response for countywide disasters. Departments will work to identify solutions to address any shortfalls.

## **III. CONCEPT OF OPERATIONS**

### **A. General**

1. Ultimate responsibility for providing fire and rescue services lies with local government.
2. The responsibilities of fire and rescue operations in disaster situations differ from normal daily duties in that departments may be called upon to perform additional tasks.
3. All emergency operations will follow the protocols outlined in the NIMS and ICS.
4. Incident command may need to coordinate their operations with other disaster response forces.
5. Incident command will coordinate and report their on-scene activities with the appropriate personnel in the county EOC when activated.
6. During complex events, a Unified Command may be established.
7. The status of persons injured or missing will be reported to the EOC. The American Red Cross will assist with the process of identifying missing individuals and unidentified injured persons.
8. Information concerning damage assessment, department status, and resources will be reported to the EOC.
9. All inquiries from the media and the public will be directed to the designated Public Information Officer (PIO). Information will be released through the PIO to the media for dissemination to the public.

### **B. Radiological and Hazardous Materials Response**

1. Personnel in the fire services have been trained to provide radiological monitoring. Monitoring equipment and instruments to perform assigned tasks in a radiological environment are available and are maintained by the Knox County Emergency

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Management Agency (EMA). Radiological response is addressed in Annex M of the Knox County EOP.

2. Hazardous materials response is addressed in Annex O of the Knox County EOP.
3. The first fire department on the scene will establish incident command and alert other response organizations of the type and status of the incident. The Incident Commander is responsible for advising response organizations either directly or through EOC of the risks associated with the threat and of the methods for addressing the incident.
4. Additional support for radiological assistance may be obtained by calling the Ohio Emergency Management Agency.
5. Fire Department personnel will assure that dosimeters are read at appropriate frequencies and that dose records are maintained for response personnel.
6. Procedures for addressing the radiological decontamination of response personnel, equipment, supplies, instruments and facilities are addressed in organizational SOPs.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### A. Organization

1. The person assigned to the role of Fire and Rescue Coordinator in the EOC is responsible for the overall coordination of all responding departments within the county during large-scale emergency operations.
2. All fire and EMS departments with jurisdictions in Knox County are listed in Tab "A" of this annex.

### B. Responsibilities

1. Fire Services within Knox County will:
  - a. Coordinate all fire services activities with other emergency response agencies through incident command and the EOC when activated. Establish on-going communication between the EOC and incident command.
  - b. Communication with the EOC will be completed either by telephone or by radio depending on the situation.
  - c. Deploy equipment and personnel to sites in greatest need during an emergency as directed by the EOC or incident command.
  - d. Assign personnel when necessary to support EOC operations.
  - e. Conduct and direct response activities in accordance with department guidelines and procedures.
  - f. Providing warnings to the public, operate warning sirens and conduct door-to-door notification in conjunction with other responders as required.
  - g. Direct evacuation efforts in coordination with elected officials of the affected jurisdiction(s) and law enforcement officers. Evacuation is addressed in Annex I of the Knox County EOP.
  - h. Direct and/or support emergency search and rescue operations.

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- i. Supply initial damage assessment reports to the EMA Director or EOC as requested to assist in developing an incident overview and prioritization of resources.
- j. Provide fire protection in public shelters.
- k. Activate mutual aid based on run cards for specific responses.
- l. Designate staging areas for equipment and personnel.
- m. Support cleanup and recovery operations in conjunction with local and state officials.

## **V. DIRECTION AND CONTROL**

Fire Services are responsible for operations within their respective jurisdiction and for providing mutual aid. Routine operations will be handled by departmental guidelines and procedures. State and federal support will be requested by the Incident Commander through the EOC.

### **A. EOC**

1. The person assigned to the role of Fire and Rescue Coordinator in the EOC will be responsible for coordinating countywide fire and rescue activities with the Incident Commander. This person will act as liaison between incident command and the EOC by processing requests for material and personnel support. This person will also be responsible for providing situational awareness to appropriate EOC staff.
2. Internal resources of all operating departments will be managed by individual departmental procedures and policies.
3. Each operating department will communicate directly with its own field forces following the chain of command and in turn will update their activities with Incident Command.

### **B. Incident Commander**

1. The first fire department to arrive on-scene shall initiate incident command and take charge of the fire and rescue field operations unless relieved of command by a higher-ranking fire officer. Transfer of command should follow ICS protocol.
2. When more than one public safety agency (i.e. law enforcement and fire) responds to the scene of the fire incident, the fire official shall maintain the role of Incident Commander or when appropriate Unified Command may be established.
3. Incident Command will relay reports on the status of the emergency to include the number of casualties, injuries, extent of damage potential for evacuation, radiation/chemical exposure levels and resource requests to the EOC.
4. In the event of the activation of mutual aid, the Incident Commander will integrate and manage fire and rescue resources from other responding jurisdictions by utilizing ICS.

## **VI. CONTINUITY OF GOVERNMENT**

### **A. Line of Succession**

1. The line of succession for each agency will follow the established chain of command within that agency.
2. The person assigned to the role of Fire and Rescue Coordinator in the EOC and successors will be designated by EMA Director in conjunction with the Knox County Fire and EMS Chiefs Association (KCFECA).
3. The Chief of the agency having jurisdiction will be the primary contact for planning and mitigation efforts. When multiple jurisdictions are affected, unified command may be established.

## **VII. ADMINISTRATION AND LOGISTICS**

- A. A resource list of all fire apparatus, equipment, and supplies for the fire and rescue services located in Knox County will be maintained in each department guidelines and procedures. This resource list is also located in Tab “C” of this annex.
- B. Reports and records of fire services activities during an emergency or disaster will be provided to and maintained by the EOC Coordinator.
- C. Mutual Aid agreements between fire and related organizations are kept on file at the respective Fire Departments. Copies of these agreements should be provided to the Knox County EMA.
- D. Mutual aid will be activated in accordance with procedures established within the mutual aid agreement.
- E. All agencies and organizations with responsibilities in fire and rescue operations during emergencies are responsible for maintaining an updated personnel roster including 24-hour emergency telephone notification numbers to EMA and to the 9-1-1 Dispatch Center.
- F. Departmental guidelines and procedures include specific methods for assigning personnel during an emergency and detail responsibilities that support this planning document.
- G. Each fire/rescue organization is responsible for providing necessary fuel and emergency power support to their response. Food and water support will be provided by the American Red Cross and/or the Salvation Army. Additional requests for resources will be coordinated through the EOC when activated.

## **VIII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. The KCFECA and all agencies involved in fire and rescue operations in Knox County are invited to be involved with review of this annex. Representatives of the KCFECA and of each agency are responsible for reviewing this annex and submitting changes to the County EMA Director. These recommendations should be based upon opportunities for

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improvement identified through exercises, actual events, and changes in organizational structure.

- B. Knox County EMA will coordinate any necessary meetings to review the recommendations identified and incorporate any needed changes to this annex to include any state and federal requirements.
- C. The Knox County EMA will publish and distribute all changes to this annex and forward revisions to all responsible organizations listed in this annex.
- D. All agencies and organizations with responsibilities in fire and rescue operations during emergencies are responsible for developing and maintaining departmental SOPs, mutual aid agreements, equipment inventories and personnel roster including 24-hour emergency telephone notification numbers.

## **IX. AUTHORITIES AND REFERENCES**

### A. Authorities

- Ohio Revised Code Section 5502.21

### B. References

- Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide 101-Version 2.0
- National Preparedness Goal, Second Edition



**X. AUTHENTICATION**

\_\_\_\_\_  
President,  
Knox County Board of Commissioners

\_\_\_\_\_  
Date

\_\_\_\_\_  
President,  
Knox County Fire and EMS Chiefs' Association

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director  
Knox County Emergency Management Agency

\_\_\_\_\_  
Date

Fire and Rescue

## **XI. TABS**

TAB A – FIRE DEPARTMENTS SERVING KNOX COUNTY

TAB B – MAP OF FIRE DISTRICTS

APPENDIX 1 – KNOX COUNTY FIRE AND EMS RESOURCE GUIDE

## **TAB A – FIRE DEPARTMENTS SERVING KNOX COUNTY**

- **Bladensburg Fire District – Station 480**
  - **Station 1**

3790 Market Street, Bladensburg  
Emergency: 9-1-1  
Non-Emergency: (740) 668-4452  
Fax: (740) 668-3188
  - **Station 2**

3051 Millersburg Road, Martinsburg  
Emergency: 9-1-1  
Non-Emergency: (740) 668-6461  
Fax: (740) 668-2067
- **Central Ohio Joint Fire District – Station 420**

5138 Columbus Road, Centerburg  
Emergency: 9-1-1  
Non-Emergency: (740) 625-5646  
Fax: (740) 625-7620
- **Eastern Knox County Joint Fire District – Station 430**
  - **Station 1**

7 Walnut Street, Danville  
Emergency: 9-1-1  
Non-Emergency: (740) 599-7381  
Fax: (740) 599-6055
  - **Station 2**

23059 Coshocton Road, Howard  
Emergency: 9-1-1  
Non-Emergency: (740) 599-1573  
Fax: (740) 599-6663
- **Fredericktown Community Fire District - Station 410**
  - **Station 1**

139 Columbus Road, Fredericktown  
Emergency: 9-1-1  
Non-Emergency: (740) 694-9701  
Fax: (740) 694-1591
  - **Station 2**

18439 Earnest Road, Butler, Ohio 44822  
Emergency: 9-1-1  
Non-Emergency: None  
Fax: None

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- **Fredericktown Community Joint Emergency Ambulance District – Station 440**  
139 Columbus Road, Fredericktown  
Emergency: 9-1-1  
Non-Emergency: (740) 694-0351  
Fax: (740) 848-4103
- **Homer Fire Department – Station 470**  
1491 Homer Road N.W., PO Box 8, Homer  
Emergency: 9-1-1  
Non-Emergency: (740) 892-2505  
Fax: (740) 892-2560
- **Monroe Township Fire Department – Station 510**  
13980 Wooster Road, Mount Vernon  
Emergency: 9-1-1  
Non-Emergency: (740) 397-4115  
Fax: (740) 397-4115
- **Mount Vernon Fire Department – Station 490**  
207 West Ohio Avenue, Mount Vernon  
Emergency: 9-1-1  
Non-Emergency: (740) 393-3515  
Fax: (740) 397-7393
- **Station 492**  
102 East Brooklyn Street, Gambier  
Emergency: 9-1-1  
Non-Emergency: (740) 427-3000  
Fax: (740) 427-4000
- **Utica Volunteer Fire Department – Station 460**  
22 Spring Street, PO Box 528, Utica  
Emergency: 9-1-1  
Non-Emergency: (740) 892-2211  
Fax: (740) 892-4726
- **Utica Emergency Squad – Station 460-2**  
39 Spring Street, Utica  
Emergency: 9-1-1  
Non-Emergency: (740) 892-2369  
Fax: (740) 892-2351

### TAB B - MAP OF FIRE DISTRICTS

