

## **BUTTE INTERAGENCY RESCUE GROUP**

### **TECHNICAL RESCUE RESPONSE SYSTEM OPERATIONS MANUAL**

#### **I. AUTHORITIES**

*The Butte Interagency Technical Rescue Group, (BIRG) is established as a cooperative organization under the authority of the Butte County Fire Chiefs Association and the Butte County Sheriff's Office. The Butte County Fire Chiefs Association and Butte County Sheriff's Office provide direction, policy and guidelines. The County of Butte, Sheriff's Office and Fire Department, along with the Town of Paradise and the cities of Chico, Oroville, Gridley, Biggs and Butte County Sheriff's Search & Rescue are all voluntary participants of the Butte Interagency Rescue Group, which endorse this operations manual and which also sets the parameters under which technical rescues are performed.*

#### **II. PURPOSE**

**The purpose of this document is to coordinate a Technical Rescue Response System for the provider agencies charged with the authority and responsibility to deliver such service to the citizens of Butte County. In addition, this document also applies to all operations involving an interagency response regardless of jurisdiction or boundaries.**

This plan is intended to provide a systematic approach to achieve and coordinate a program that will maintain a cadre of certified Rescue Personnel and the necessary equipment immediately available to provide technical rescue capability as defined in this document.

The Plan recommends:

- (A) Minimum numbers of trained and qualified rescue personnel.
- (B) Minimum standards for operating procedures, training, equipment and supplies.
- (C) A training, competency currency, and qualification program.
- (D) Operational control of resources to avoid duplication of services.
- (E) Liaison with other rescue service providers and technical assistance resource.
- (F) A system of continuous planning, constant analysis, coordination, evaluation, and improvement of the Technical Rescue Response System.

### **III. GOALS**

- (A) To provide technical assistance to the Incident Commander at the scene of rescues.
- (B) To provide a cost-effective Rescue Response System.
- (C) To coordinate the efforts and activities of the participating agencies with other agencies' personnel and resources.
- (D) To provide guidelines for purchasing and standardization of equipment by Butte Interagency Rescue Agencies.
- (E) To gain maximum, effective utilization of all response units assigned rescue responsibilities.
- (F) To ensure that continuity exists at all levels of rescue, training, and qualification.
- (G) To establish and maintain an organizational liaison between the Butte County Fire Chiefs' Association, the Butte County Training Officers Association, the Butte County Sheriff's Office and Butte County Sheriff's Search and Rescue Unit for the purpose of system evaluation and revision as required.
- (H) To clarify the organizational responsibilities of rescue service provided relative to rescue response involvement.
- (I) To effect rescue and protect human life.

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## **100 BIRG ORGANIZABITION**

### **1.10 ORGANIZATION AND RESPONSIBILITIES**

#### **POLICY**

The Butte Interagency Rescue Group shall maintain a functional organization with the purpose of setting policy, providing training and coordinating between all agencies involved in order to meet the purposes and goals of BIRG.

#### **PROCEDURE**

##### **BIRG Management Organization;**

1. Chair Person
2. Co-Chair Person
3. Six Working Units with a Leader
  - a. Over the Edge
  - b. Confined Space
  - c. USAR
  - d. Water; Static
  - e. Water; Dynamic
  - f. Air Operations
4. Working Unit Members
5. Agency Representatives
  - a. Butte County Search and Rescue
  - b. Chico Fire Dept.
  - c. CAL FIRE/Butte County Fire
  - d. Oroville Fire Dept.
  - e. Paradise Fire Dept.

##### **Management Meetings;**

1. Meetings are to be held on an every other month basis, on the third Thursday. starting in January.
2. Meeting attendees (management group)
  - a. Chair Person
  - b. Co-Chair Person
  - c. Working Unit Leaders
  - d. Agency Representatives
3. Minutes of all meetings shall be recorded and distributed to all agencies.

##### **Position Responsibilities;**

1. Chair Person
  - a. Chair the Rescue Group and assure proper execution of the group goals and objectives. He will also serve as the official representative with the Butte County Fire Chiefs' Association.
2. Co-Chair Person
  - a. Support Chair person and fill in as needed.

3. Working Unit Leader
  - a. The Unit Leader sits as a chair person for his assigned discipline. The unit is made up of a chair person and one or more reps from each participating agency.
  - b. The Unit Leader will hold meetings @ a minimum of 2 per year or more as needed;
    1. Set Standard Operating Guidelines for the BIRG, within assigned discipline.
    2. Plan and execute training drills for the BIRG as assigned by the Management group.
    3. Monitor and assess operational methods, and initiate change as needed.
4. Working Unit Members
  - a. To serve as a representative from his/her agency in accomplishing the tasks of the specific Unit
5. Agency Representative
  - a. The Agency reps role in attending management meetings will be to interact within the management group concerning all aspects of the BIRG.  
The Agency Rep is to bring ideas and concerns from their respective agency to the group and to report back to that agency as needed.

## 1.20 POLICY CHANGES

### POLICY

It is the goal of BIRG to maintain an ongoing evaluation of procedures and methods in order to provide for safe and efficient rescue operations. BIRG will provide for a method in which SOG's can be evaluated and changes made as needed.

### PRODEDURES

Any member of BIRG can initiate a request for policy review and change by submitting a "Request for Policy/Standard Change" form (Appendix "A"). The procedure for addressing change in procedure within BIRG is as follows;

1. Submit a request form to the appropriate Working Group with an attachment detailing the proposed change and an explanation for the needed change.
2. The unit will address the submitted request form and determine the need for change and either approve or deny the request. If the Working Group determines there is a need it will be the responsibility for said Group to develop changes as needed and submit changes to the BIRG management group.
3. Upon completion of changes the Working Group Leader will submit detailed changes to the BIRG Management Group for discussion and approval.

4. The approved changes will then be submitted, by the BIRG Chairperson, to the Butte County Fire Chiefs and the Butte County Sheriff for final approval.
5. Upon this final approval the BIRG Management Group will determine the need for and duration of a training program.
6. Upon completion of the training time the BIRG Management Group will determine an implementation date.

### 1.30 OPERATIONAL POSITIONS

#### POLICY

The Working Groups within BIRG shall establish position levels at which an individual can function at an incident based on training requirements. These levels shall be established within the following guidelines.

#### PROCEDURES

Awareness: This level represents the minimum capability of a responder who, in the course of their regular job duties, may be called upon to respond to, or may be the first on the scene of, a technical rescue incident. This can involve search, rescue and recovery operations. Members of the team at this level are generally not considered rescuers. Primary training issues include personal safety, incident safety, size up, report on conditions, resource ordering, IC issues, and overview of technical rescue by type and support roles.

Operational: This level represents the capability of hazard recognition, equipment use, and techniques necessary to safely and effectively support, and participate in, a technical rescue incident. This can include search, rescue and recovery operations, but usually under the supervision of technician level personnel.

Technician: This level represents the capability of hazard recognition, equipment use, and techniques necessary to safely and effectively coordinate, perform and supervise technical rescue incidents. This can involve search, rescue and recovery operations.

Specialist: This level represents a specialty position within a given discipline, i.e.; crew Chief, within the air ops working unit. A working unit is not required to specify a specialist position.

Team Leader: This position is a technician level rescuer with leadership training and experience. The team leader is a line level supervisor with strong technical skills and is capable of technical decision making, delegation of work assignments, and a working knowledge of the Incident Command System. The team leader position will be appointed by the individual agency and recognized by BIRG.

## **200 DEFINITIONS**

### **2.10 RESCUE TYPES**

#### **POLICY**

BIRG shall identify the following types of rescue scenarios

#### **DEFINITIONS**

**Over the Edge:** Any rescue which will require rappelling, haul systems or the use of rescue rope to secure personnel, equipment or vehicles, either high angle or low angle, which does not involve a structural collapse or confined space.

**Confined Space:** A rescue which requires entry into 1) An area large enough for a person to bodily enter, 2) Has limited or restricted means of entry or exit and 3) Is not designed for continuous human occupancy and has one or more of the following characteristics:

1. Contains, or has potential to contain hazardous atmosphere.
2. Contains a material that has a potential to engulf on contact.
3. Has an internal configuration such that an entrant could be trapped or Asphyxiated by inwardly converging walls, or by a floor which slopes downward and tapers to a smaller cross-section.
4. Contains any other recognized serious safety or health hazard (including falls, environmental, equipment hazards).

**Trench Rescue:** A rescue requiring entry into a narrow excavation (in relation to its length) below the surface of the earth. In general, the depth is greater than the width, but the width is no greater than 15 feet.

**Industrial Rescue:** A rescue involving machinery used in the manufacturing or processing of materials.

**USAR/Structure Collapse:** A rescue involving the collapse of any type of structure where access to a victim requires entry into a hazardous or unstable area. A collapse is defined as the breakage, displacement, or permanent deformation of a structural member or connection, so as to reduce its structural integrity and supportive capability.

**Remote Area Rescue:** A rescue which is located in a remote area and will require additional logistical support to access the site with personnel and equipment. This rescue type will normally involve multiple aircraft if conditions permit.

**Static Water:** Any rescue involving a static water source where access to a victim will require the rescuer to enter water that could potentially be hazardous. Normally this type of rescue will require rescue personnel trained in SCUBA diving rescue techniques.

Dynamic Water: Any rescue involving a dynamic water source (1 knot or 1.15 mph) where access to a victim will require working near or in a moving body of water.

Cave or Mine: Any rescue involving a natural cavity in the ground where accessing a victim requires entry into the cave. (Must place request for special cave rescue team. BIRG does not do cave or mine rescue)

Flood: Any rescue involving access to a victim or victims in a geographic area that has been inundated with water.

## 2.20 OTHER DEFINITIONS

### POLICY

It shall be the policy of BIRG to adhere to definitions used within rescue operations to adhere to NFPA 1670.

## 600 TRAINING

### 6.10 CURRENCY REQUIREMENTS – TEAM MEMBERS

#### POLICY

All Rescue Technicians will maintain a specified level of training in order to function at a specified level at rescue incidents. Such level of training will be as adopted and promulgated by the Butte Interagency Rescue Group. Any member meeting these requirements will be considered current and eligible to respond to rescue incidents in a technical capacity. (A BIRG Field Operations Guide will be maintained and utilized as a training guide in addition to all referenced material)

#### PROCEDURE

Every other month, a *Working Unit* will be assigned to coordinate training for the entire Rescue Group. Each Rescue Tech should try to attend all trainings. Each participating agency will maintain training records that shall include drill attendance, certifications, etc. for each Rescue Tech.

The currency requirements for Rescue Techs govern whether or not a member will be eligible to respond to a Rescue incident. The currency rule will be as follows: In order for a Rescue Tech to be considered as current, he/she must have completed the minimum annual training requirements for their specialty. If a Rescue Tech has not met this requirement then he/she will not be utilized in a technical capacity until he/she attains currency; however, he/she can be utilized in a support role. It will be the responsibility of each agency to maintain currency.

### 6.20 CURRENCY TRAINING RECORDS

#### POLICY

Each participating agency will maintain training records for their own Rescue Techs. Additionally, the Rescue Group will publish an annual report of training hours accomplished by each Rescue Tech.

#### PROCEDURE

After the completion of each multi-agency drill, the Training Offices will gather the personnel attendance roster and disseminate this information to the member agency. Every *twelve months*, the Training Officers will publish a report of each member's current status on the team. These reports shall be forwarded to each member's employing department. Additionally, the Training Officers will report to the entire team the results of these reports. Currency is a requirement for direct team participation. Training record keeping will be coordinated with the Training Officer of each participating agency.

## 700 SAFETY

### 7.10 PERSONAL PROTECTION

#### POLICY

All rescue personnel shall be donned in the specific level of personal protective equipment (PPE) prior to entry into the Operational Zone. The level shall be determined by the Incident Commander or Safety Officer at the incident.

#### PROCEDURE

The type of rescue incident and proper level of personal protective equipment required for entry will be based on the hazard present. All entries into unknown hazardous environments shall require air monitoring.

### 7.20 SAFETY PLAN

#### POLICY

A Safety Plan will be completed and implemented as soon as possible for all technical rescues.

#### PROCEDURE

The Incident Commander or Safety Officer has the overall responsibility to develop and implement a written Safety Plan. Prior to beginning Rescue Operations, all members shall be briefed and *shall be in agreement with this plan*.

### 7.30 PERIMETER CONTROL/DESIGNATION

#### POLICY

In order to ensure safety to the public and all personnel, perimeter control lines will be established as soon as possible.

#### PROCEDURE

The Perimeter Control System utilized three operational zones: (Hot) Zone; (Warm) Zone; and Cold (support) Zone. The Hot Zone is that area where the highest risk exists. Access to this zone requires the appropriate level of personal protective equipment (PPE). The Warm Zone is that area that serves as a buffer. Only those designated personnel, the entry team and safety officer should enter this zone. This zone should be *wide enough* to ensure a safe Cold Zone. The Cold Zone is that area deemed safe and poses no threat. This zone houses all personnel not listed above, including the Incident Commander, Backup Team, Rescue Tech, etc. The Hot Zone will vary in size depending upon the hazards present.

## 800 COMMAND AND CONTROL

### 8.10 INCIDENT RESPONSE PROCEDURES

#### POLICY

It is the goal of BIRG to evaluate an incident and assemble the appropriate resources in a timely manner as well as providing for a command structure that will evaluate and manage the incident, providing for the safety of responding personnel and an effective rescue operation.

#### PROCEDURE

Incident Response Procedures; Based on information collected by the responding agency, an initial response will be initiated per that agency's standard response. The initiating agency may, based on initial information or the IC, start a full Technical Rescue Response. This full response will be handled through the Butte County mutual aid system.

1. Closest Resources: Engine/Squad

##### Initial Actions:

- Conduct Size Up and Report on Conditions
- Determines and Places Initial Resource Order
- Communicated Initial Incident Objectives to Responders
- Establish Staging Area

2. Augmented response based on the IC's request and information received by the ECC.

##### Technical Rescue Responders

- Trained Personnel
- Command Personnel
- Support Personnel
- Equipment and Resources

3. Incident Command

Establish Incident Objectives	Supervise Operations
Establish Operations Sections Chief	Re-evaluate Incident <ul style="list-style-type: none"><li>▪ Objectives based on actual operational effectiveness</li></ul>
Establish Division/Group/Teams <ul style="list-style-type: none"><li>▪ Order resources</li><li>▪ Manage Resources</li><li>▪ Establish Incident Safety Officer</li><li>▪ Coordinate Incident Activities</li></ul>	Communicate Incident Objectives

4. Technical Unit – Division/Group
  - Organize into Working Teams based on critical activities
  - Determine Tactics
  - Request Resources via IC or Operations

## 8.20 RESCUE RESPONSE REQUESTS

### POLICY

Request for team and a Rescue Technician response shall be made through the Butte County Mutual Aid System (CAL FIRE/Butte County Fire ECC). The ECC will receive requests for resources, process requests, and dispatch the closest Rescue Technicians or Specialists, regardless of jurisdiction.

The minimum response to a technical rescue incident shall be five Technicians or Specialists and a leader.

### PROCEDURE

Rescue response will be dispatched on a “closest resource” basis whenever possible, using the following guidelines:

1. The agency with primary jurisdictional authority shall ensure that an adequate response is initiated within its jurisdiction.
2. The initial rescue response is designed to be filled by the closest “on-duty” resources plus Butte County Sheriff’s Search & Rescue.
3. Specialized resources such as rescue units and helicopters shall be dispatched as described in Appendix “B” and “C”.
4. Requests for USAR companies and crews shall be typed as defined in the USAR capabilities section of the 420-I where applicable.
5. All requests for rescue resources outside of a jurisdiction shall be ordered via the operational area coordinator for fire and rescue resources.