



BERRIEN COUNTY
FIRE CHIEF'S ASSOCIATION
BERRIEN COUNTY, MICHIGAN



Call to Order: 0830-0940

Date: May 15,2024

PRERSENTATION:

Old minutes: Old minutes emailed out. Motion to accept old minutes by: Chief Steinke. Seconded by: Chief Mattix. Motion passed. None opposed.

Treasurer's Report: Beginning balance: \$7533.99: Deposits: \$50.00 (dues); Check: \$206.50 (CK 1161); Ending balance: \$7377.49. Motion to accept treasurers report by: Chief Harper. Seconded by: Chief Chairello. Motion passed. None opposed.

Bills: None

Communications:

General Communications:

Thank You card from BC Dispatch for the food during dispatcher appreciation week.

New Chief/Visitor:

Great Lakes Drone: None

EMS:

Medic-1: The CTE and adult EMT course is completed. Hoping to have some new EMT's on the road soon. Discussion on MCI survey. Only seven responded. Will put MCI survey back out.

S.M.C.A.S.: None

Med Flight: None

Med Control: DR Beyer present to discuss physician response. There are currently six physicians available to responded. They are MD1-MD6. DR Beyer stated they respond to structure fires to help and assist with rehab. They have active911 and MPSCS 800 radios. They can be requested to any scene and do monitor 800 radio traffic and respond to calls when available. They will not take command, but are willing to help. New med control board member: Christen Patterson. EMS representative.

Dispatch/911: Radio credits have been exhausted. New credits will be in place once new official agreement has been signed. Agreement will go before the board next few weeks. Once new agreement is signed there will be radio credits available again. Departments that have already received a bill for new add radios can wait for the credits or can pay the bill if do not want to wait. The county will not support CAD integration with ESO as ESO will not accept the data through email. Rapid SOS has a feature I am Responding. Buchanan City is currently using I am Responding. Staffing: Four in training. Currently down four dispatchers, plus the four in training. Question on locution. There is some talk on it. Need additional staff. Dispatcher Sarah present. She was the dispatcher during the Niles/Niles Township mayday call. Discussion on the mayday call. Deputy Chief Gowen will share the after action report once it is completed. Discussion on the alert tone during mayday. Alert tone go out over mayday talkgroup and 11F911. Discovered 11FG5 is not recorded, during the after action investigation. Niles Fire has moved to 11FG4 due to 11FG5 not recorded and has discovered that some mutual aid agencies do not have 11 FG5. SGT Albers reminded everyone that it was training that saved the firefighters and got them out of that situation.

Discussion on boxcards. Mayday guideline states next alarm level to be dispatched when mayday called. If departments do not have boxcard., **WHAT IS DISPATCH TO DO?** We are all dependent on each other, as no agency can handle a structure fire on their own. About half of the departments currently do not have boxcards.



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Communications Committee: The radio communications presentation has been completed and sent out. The video will be available on the BCFA website as well. Please share with your department members and discuss your departments radio procedures with your members. Question on not enough explanation on what needs a 11FG. That is for each department to discuss amongst themselves, to decide what will work best for your department. Next meeting June 18, 2024.

Policy Guideline Committee: The Incident Command draft has been condensed and emailed out. Additional items moved to training document. Discussion on document, any questions, comments, need additional time? Chief Chairello stated Document is ready to be accepted. One chief requested additional time as just received it today. Additional discussion on these need to be called recommended guidelines as we have no means of enforcement. Deputy Chief Gowen made motion to accept the new incident command guideline. Seconded by Chief Florey. Motion passed. None opposed.

BCFA: Next meeting June 05, 2024 at Niles Twp. station 2. July meeting moved to July 10, 2024, at North Berrien. Car show moving forward. Still looking for fire trucks. Had 11 firetrucks last year. Looking for more this year. Continue to look for sponsors. BCYF August 11-17, 2024.

Training: Firefighter 1 and 2 graduation is tonight. 1900. RIT class in September.

Emergency Management: Senior PGA is Memorial weekend.

MABAS: Discussion on the tornados that went through the Kalamazoo area. Several divisions were on alert but were not needed. NFL draft in Detroit was a success. MI-MABAS deployed coordinators to work with Detroit Fire. MI-MABAS deployed 75 radios that were used by EMS. Lesson learned to establish points of contact during these planned events. MITF-1 deployed a 17 member team to Texas to help with the flooding. MITF-1 will be doing a three day readiness exercise at Camp Grayling May 14-16. Multiple MABAS 101 class around the state. New division approved; Midland County as division 3306.

Other Comments:

Sheriff: Peace Officers memorial noon today at peace officer's Memorial in ST Joe. First Responder appreciation luncheon on Saturday. Two in the LMC police academy. Reminder training is important. Thank You to the Sheriff for directing traffic last night.

Old Business:

Departments checking in. Sill working to build into CAD.

501C3: Need permeant address. Use Berrien Springs.

New Business: Question from Chief Weich on who comprises the communications committee? How do committees work? Committees are supposed to bring back recommendations for the group to discuss. Seems like its it own separate entity making decisions. LT DeLaTorre stated it was formed the same way policy guideline committee was. Asked for committee members, and committee meets regularly to discuss issue that come up and bring back to the body. It is not a closed committee. Current members: Chief Myers; Chief Flick; Chief Mattix; Asst Chief Kabelman; Deputy Director Connell; LT DeLaTorre; Dispatch Director Sampsell. Gerry stated he would post the members of both committees on the BCFA website. LT DeLaTorre asked if anyone interested in joining either committee, communications, or policy guideline. Deputy Chief Gowen expressed interest for himself and NC Dispatch for the communications committee.

Next Meeting: June 19, 2024. Lincoln Twp. 0830.

Adjourn: Motion to adjourn by Chief Weich. Seconded by Chief Florey. None opposed.

Meeting adjourned: 0940.

BERRIEN COUNTY FIRE CHIEFS ASSOCIATION

INCIDENT COMMAND SYSTEM STANDARD OPERATING GUIDELINE

Purpose

This guideline identifies the responsibilities of incident command, and a consistent approach to incident command, to improve fireground management and safety, along with a standardized vision of the strategies that will be used on the fireground.

Guideline

To provide firefighters with firefighting options that allow for safer incident outcomes. Most importantly utilizing the most efficient resources, clarifying strategy, and developing an incident action plan that ensures strong management and coordination of resources.

Responsibilities

It is the responsibility of members of the Berrien County Fire Chiefs Association to follow this policy to allow for effective and efficient command and interoperability on the fireground.

Initial Size-up and Initial Radio Report:

The initial Radio Report should include the following:

- Announcement of arrival on the scene
- Building/Area Description
- Occupancy type
- Problem Description:
 - Conditions
 - Location of the Problem
 - Initial Incident Action Plan (Tasks, Locations, and Objectives)
- Strategy Declaration:
 - Offensive Strategy - Interior Fire Attack
 - Defensive Strategy - Exterior Defensive
- Resource Determination
 - Requesting any additional resources needed.
 - Requesting responding units downgrade to non-emergency or cancel.
- Assume and Name Command.

360° Size-up:

A 360° size-up with a thermal imager is recommended at all incidents and should be completed before entry into a structure:

- If an officer encounters a developing situation requiring immediate action, that officer should assign another member of his/her crew, if possible, to address the developing situation and the officer should continue with the 360° size-up.
- If unable to complete the 360° size-up, due to building size or obstructions, the IC should delegate an individual or company to continue the process so that all sides of the incident are visualized. Every attempt should be made to get a basement report in this situation.

Follow-Up Report:

The IC will announce a follow-up report after completing the 360 stating:

- Whether 360° size-up is complete/incomplete.
- Results of the 360° size-up and safety concerns or hazards.
- A basement report – is there exterior access?
- Confirmation of strategy or changes to the IAP.

BERRIEN COUNTY FIRE CHIEFS ASSOCIATION

INCIDENT COMMAND SYSTEM STANDARD OPERATING GUIDELINE

- Provide the geographic location of the first-in apparatus and Accountability location.

Issuing assignments to arriving crews:

- Arriving crews should Level 1 Stage. Upon arrival, the IC should assign crews according to the needs of the IAP and the next tactical objective. ***The IC should not assign tasks to crews that are still responding unless the task is to alter their direction of approach.***
- Whenever assignments are issued, the order model should be used, and each company should be told their task, location, and objective (TLO).
- Arriving crews should be told where to position their apparatus if it is needed to accomplish a tactical objective.

Command Transfers:

- The Command Officer coming on scene summarizes the current IAP; with the Task, Location, and Objective of each assigned unit in the Hazard Zone; and will request a CAN report from the IC.
- The current IC should confirm or correct the summarized IAP and TLO of assigned units and provide a CAN Report.
- The incoming Command Officer should contact Dispatch and announce their:
 - Assumption of command.
 - Current strategy for the incident.
 - Request for additional resources if needed.

Assigning Sectors, Divisions, and Groups:

- When three (3) or more companies are assigned to the same geographical area, the IC should designate one company officer or preferably a Chief Officer as the Tactical Level Supervisor.

Review, Evaluation, and Revision (Ongoing Size-ups):

- The IC should conduct an ongoing size-up and change the operational strategy or tactics as needed. Additional size-ups should occur whenever significant events occur. The “20-Minute Incident Clock” should be used by the IC to help forecast the incident and assess the current IAP.

Continue, Support, and Terminate Command:

- Once all fireground factors have been mitigated the incident can be de-escalated, and command can be transferred to a lower-ranking officer. The same Command Transfer is used whether transferring command up or down.
- On-scene companies should conduct gross decontamination, rehab, and an on-scene After-Action Review (AAR) before demobilizing.

Personnel Accountability Reports

A PAR should be required when:

- Any personnel are unaccounted for, missing, or trapped.
- When critical incident benchmarks have been met.
- There is a change from offensive to defensive operations.
- Any sudden hazardous event related to the incident – hostile fire event or collapse.
- Any time the IC believes such is necessary.
- A “NO-PAR” policy will be in effect once a MAYDAY has been transmitted. This means that unless an operating unit DOES NOT have a PAR, PAR information is not to be transmitted.

BERRIEN COUNTY FIRE CHIEFS ASSOCIATION

INCIDENT COMMAND SYSTEM STANDARD OPERATING GUIDELINE

Fireground Priority Traffic

The following procedure will be used to clear radio traffic for priority communication when necessary to address potentially dangerous circumstances.

- To clear all radio traffic on the fireground talk group, the firefighter requesting exclusive use of the talk group must announce their unit ID and declare "**PRIORITY TRAFFIC.**" No other radio traffic should be transmitted until the nature, location, and type of situation is identified.
- The "**PRIORITY TRAFFIC**" declaration must be given to the IC (or a Tactical Supervisor if assigned) and is reserved for reporting critical information that will most likely require a significant adjustment to the IAP or the incident's overall strategy.

Fireground Emergency Traffic

The IC is the only person who can initiate an **emergency traffic** report. Companies operating in and around the Hazard Zone will contact the IC with **priority traffic** reports, and the IC will determine the need for emergency traffic and the corresponding tones. If the IC declares the need for emergency traffic they will then give directions to units operating on the fireground.

Emergency Evacuation Signal

Personnel on the fireground will **maintain radio silence** except to transmit traffic relevant to a Mayday, Priority Traffic, or Status Change. Emergency traffic will receive the highest communications priority from Dispatch and the IC. Once the situation has been mitigated (PARs obtained, Mayday cleared), the IC should contact Dispatch and clear the Emergency Traffic.

Offensive to Defensive Strategic Shift

The announcement of a change to a defensive strategy will be made as follows:

- The emergency alert tone is transmitted along with 3 long blasts of an air horn.
- Announce to all units:
 - We are shifting to the defensive strategy.
 - All units must "exit" or "abandon" the structure.
 - **Exit**—An orderly withdrawal where interior lines and equipment will be removed and repositioned/shut down when changing to a defensive strategy.
 - **Abandon**—An emergency retreat where all hose lines and heavy equipment are left in place, and all members in the Hazard Zone will exit the structure as quickly and safely as possible.
 - All units must report PARs upon exit.

Safety Officer

The Safety Officer can bypass the chain of command when it is necessary to correct unsafe acts. The IC must be immediately informed of these corrective actions. If a Safety Officer is not assigned, the IC is also the Safety Officer. The responsibilities of the Safety Officer include:

- Monitor and assess safety hazards and unsafe conditions.
- Suggest measures to reduce risks to firefighting personnel.
- Inform IC of safety problems and hazards
- Assure Personnel Accountability has been established and is being monitored.
- Coordinate firefighter rehab with EMS and IC

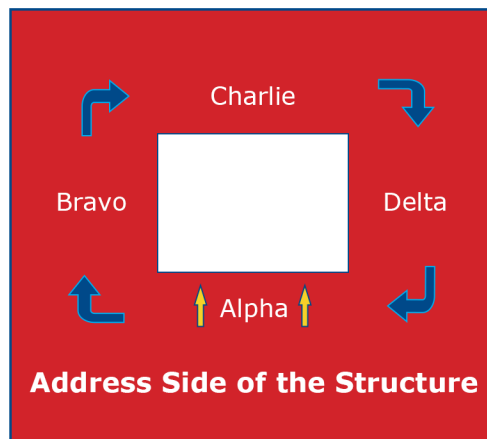
BERRIEN COUNTY FIRE CHIEFS ASSOCIATION INCIDENT COMMAND SYSTEM STANDARD OPERATING GUIDELINE

Procedures for Implementing Branches

Branches may be established for the following reasons:

- At a large incident or as an incident continues to escalate and the number of resources exceeds a manageable span of control.
- The most common branches implemented at an incident will be the EMS Branch or the Water Supply Branch, the terms EMS Command and Water Command should NEVER be used on the fireground!

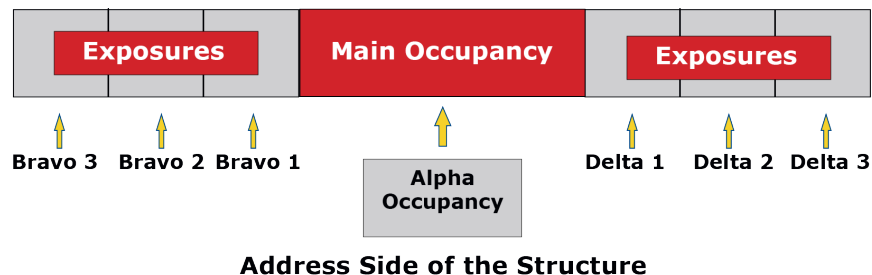
APPENDIX Geographical Area Designations

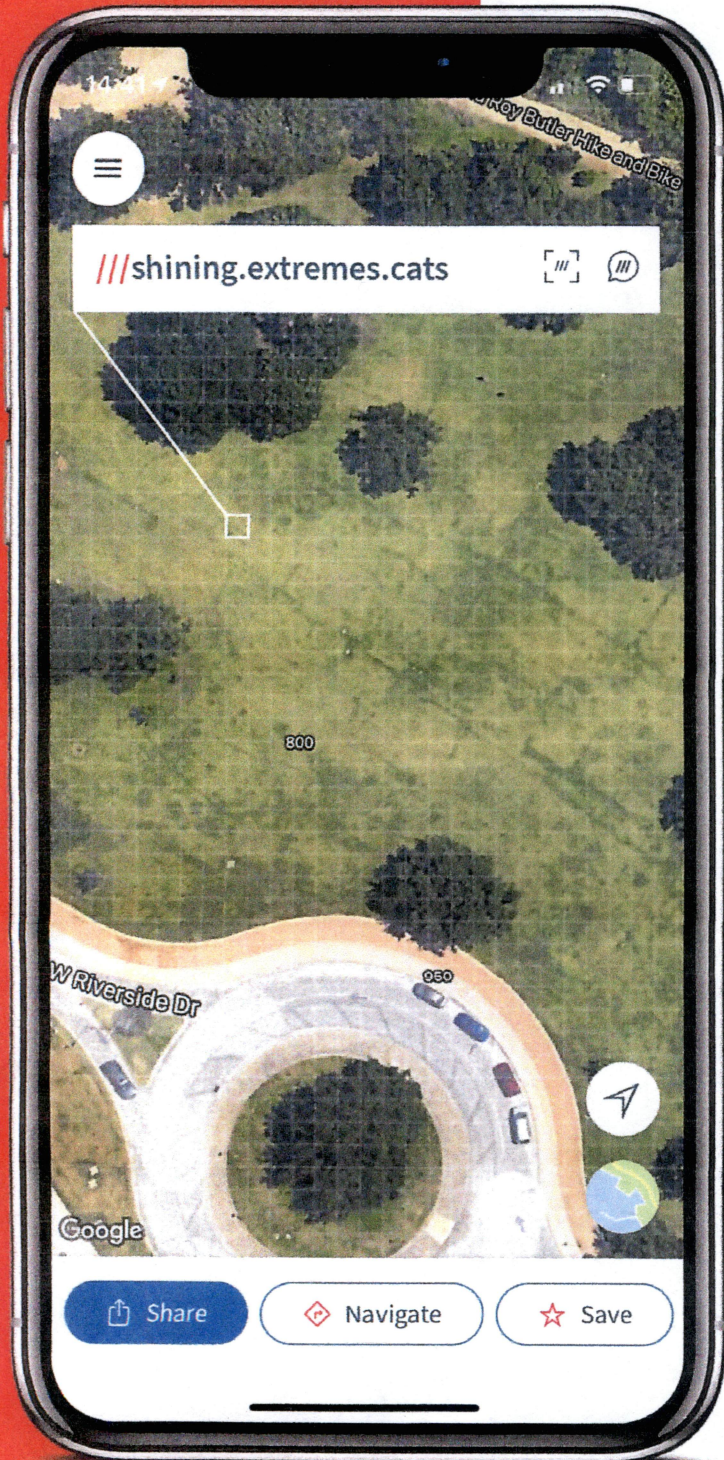


Division Designations

Floor 4- Division 4
Floor 3- Division 3
Floor 2- Division 2
Floor 1- Division 1
Sub-Floor 1- Basement 1
Sub-Floor 2- Basement 2

Exposure Types & Designations







**Use the free what3words
app to tell 911 exactly
where help is needed**

**Call the emergency services
and follow these steps:**

1. Open the app

Wait a few seconds for the blue dot to settle in one place.

2. Locate yourself

Tap  on iPhone or  on Android. The 3 words for your location will display at the top of the screen.

3. Give the 3 words

Read the what3words location over the phone.

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