



This document outlines the planning and organizational responsibilities of the Firefighting (ESF #4) coordinating agencies for the Yolo Operational Area

Yolo Operational Area Firefighting Executive Summary

Emergency Support Function
#4 - Annex to local Emergency
Operations Plans

Version 0.2

Revised: December 2018

PARTICIPATING AGENCIES



HANDLING INSTRUCTIONS

1. The title of this document is the *Yolo County Operational Area Firefighting (ESF #4) Annex Executive Summary*
2. The information gathered herein is to be used for training and reference purposes within the Yolo Operational Area. Reproduction of this document, in whole or in part, without prior approval from the Yolo County Office of Emergency Services is prohibited.
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CONTENTS

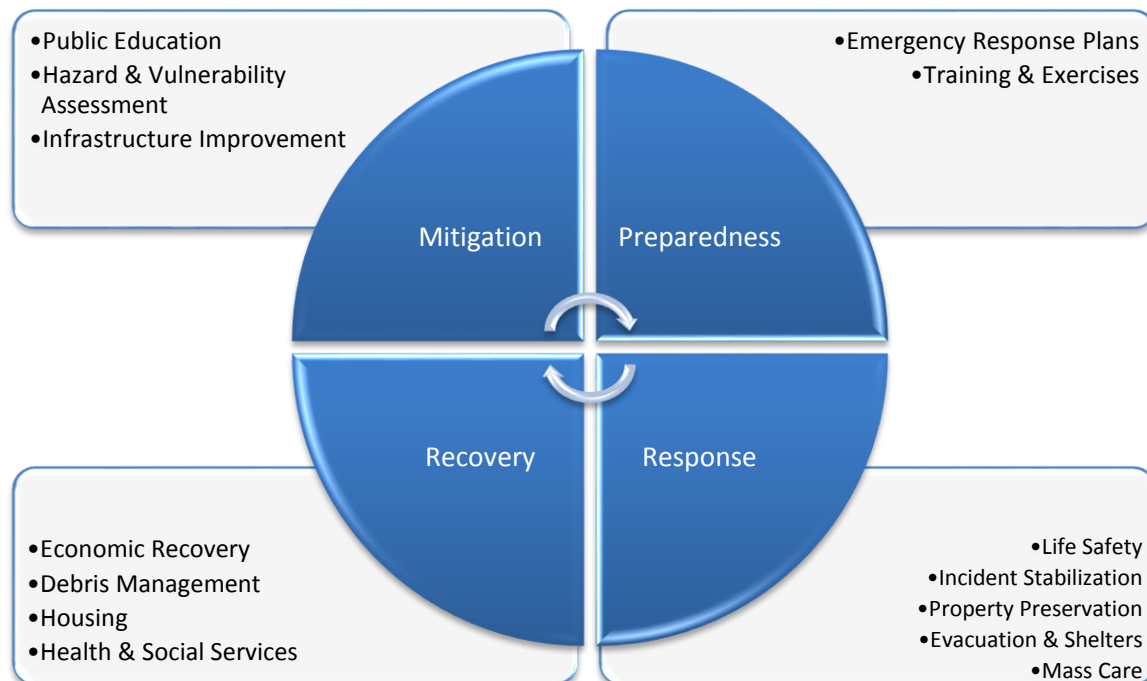
Participating Agencies.....	2
Handling Instructions.....	3
Contents.....	5
Introduction.....	7
Overview.....	7
Purpose.....	7
Scope.....	8
Goals.....	8
Annex Maintenance and Administration.....	9
Stakeholders.....	10
Lead Coordinator.....	10
Supporting Agencies and Departments.....	13
Emergency Management Community.....	14
State Agencies.....	14
Federal Agencies.....	14
Concept of Operations.....	16
Mitigation.....	16
Preparedness.....	16
Response.....	17
Recovery.....	18
Appendix A: Yolo Operational Area Planning Groups.....	19
Appendix B: Documentation Maintenance Responsibilities.....	21
Appendix C: Acronyms.....	22
Appendix D: Version History.....	24

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INTRODUCTION

OVERVIEW

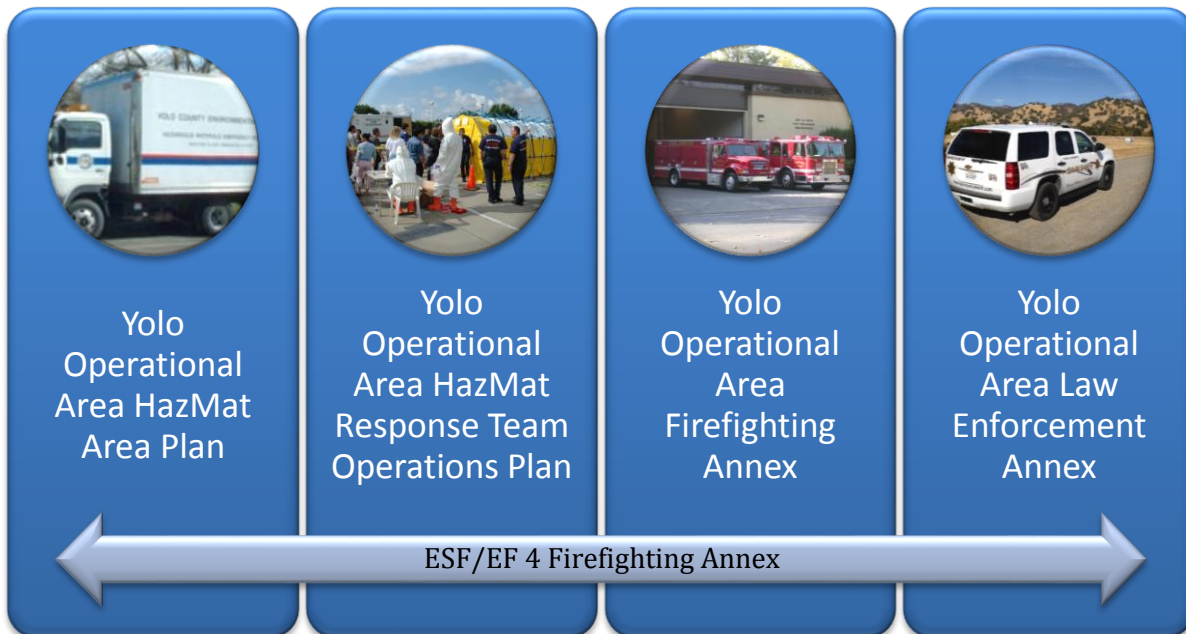
The Yolo Operational Area Emergency Support Function (ESF) #4 – **Firefighting Executive Summary** represents an alliance of discipline-specific stakeholders who possess common interests and share a level of responsibility to provide emergency management service related to firefighting activities within the Yolo Operational Area. The ESF #4 stakeholders will work together within their statutory and regulatory authorities to effectively and efficiently coordinate during all four phases of emergency management:



The Yolo County Operational Area Firefighting (ESF #4) plan is an annex to the County of Yolo Emergency Operations Plan (EOP), City of Davis EOP, City of West Sacramento EOP, City of Winters EOP, City of Woodland EOP, Yolo County Housing EOP and the Yocha Dehe Wintun Nation EOP.

PURPOSE

The purpose of the ESF #4 Firefighting Annex is to describe the coordination elements of fire and rescue activities that are necessary to protecting life and property throughout the Yolo Operational Area.



SCOPE

The ESF #4 Firefighting Annex applies to all agencies associated with fire and rescue throughout the Yolo Operational Area. The following are responsibilities of ESF #4:

- Methods for coordinating multi-agency resources during major incidents
- Methods for forecasting fire behavior and assessing fire, weather and terrain conditions on an incident
- Standard terminology for incident management
- Multi-agency incident communications
- Multi-agency training on FIRESCOPE developed components and products/services
- Common mapping systems
- Incident information management
- Regional operational coordination centers for regional multi-agency coordination

ESF #4 stakeholders work together within their statutory and regulatory authorities to coordinate in an all-hazards approach. During emergency response, department and agencies retain their respective administrative authority, but coordinate within the ESF #4 structure in order to uphold the mission of protecting life and property within the Yolo Operational Area.

GOALS

This section identifies the goals for ESF #4 to support its further development and ongoing maintenance over the coming years.

- Prepare for and prevent, cohesively respond to, and effectively mitigate and recover from the effects of an emergency.
- Integrate and standardize ESF #4 emergency management activities within SEMS/NIMS.
- Proactively develop and support mutual aid and other forms of assistance. Implement

improvements to the Operational Area's Function #4 capabilities.

- Identify, coordinate, and engage the Operational Area's ESF #4 stakeholders.
- Train and exercise the activities of ESF #4.
- Provide input and planning assistance for any Hazard specific annexes developed which contain Communication information.

ANNEX MAINTENANCE AND ADMINISTRATION

Various members are responsible for the on-going maintenance and administration of ESF #4 plans, Field Operations Guides, Standard Operating Procedures, resource directories, exercises, etc., these are outlined in [Appendix B](#).

STAKEHOLDERS

LEAD COORDINATOR

For the development of the Operational Area level, the lead coordinator has been designated based upon authorities and responsibilities held on both the regulatory and response levels. The lead coordinator for ESF #4 is the Yolo Operational Area Fire and Rescue Mutual Aid Coordinator. The Fire and Rescue Mutual Aid Coordinator is responsible for facilitating the development, maintenance, and implementation of ESF #4 with input and assistance from the stakeholders.

The Fire and Rescue Mutual Aid Coordinator is responsible for the management oversight of ESF #4 and is assigned to lead ESF #4 based upon its authorities, resources, and capabilities in the EOP. As the lead coordinator for ESF #4, the Fire and Rescue Mutual Air Coordinator provides the leadership, ongoing communication, coordination, and oversight for ESF #4 throughout all phases of emergency management.

The Fire and Rescue Mutual Aid Coordinator facilitates consistency among ESF #4 stakeholders and can provide general information regarding the breadth of ESF #4 stakeholder capabilities. During an emergency response, the Fire and Rescue Mutual Aid Coordinator can serve as an information conduit between the core functions and the Emergency Operations Center. The Fire and Rescue Mutual Aid Coordinator provides information regarding the capabilities and activities of ESF #4 primary and supporting agencies and helps direct questions and issues to the appropriate agency.

General responsibilities of the Fire and Rescue Mutual Aid Coordinator include:

- Identifies subject matter experts within EF #4.
- Coordinates with Lead Agency/Department counterpart at the EOC – including any delegated authorities to the Coordinator during the operational period.
- Establishes communication with EF #4 stakeholders and Core Function Leads.
- Participates (or coordinates with Lead Agency counterpart) in Action Planning, section and branch meetings scheduled during the operational period.
- Actively coordinates with EF #4 stakeholders at other locations on incident response activities, consistent messaging, and technical assistance.
- Acts as a conduit of information from the EF #4 stakeholders to the EOC on EF #4 stakeholder's intelligence and resource capabilities.
- Maintaining Fire Defense Resource Inventories.
- Maintaining Area Mutual Aid Plan.
- Dispatching of Fire and Rescue Mutual Aid Resources.
- Annual Submission of Fire and Rescue Resource Inventories to Regional Fire and Rescue Coordinators.
- Shares information and status updates with all EF #4 stakeholders.

As emergency incidents escalate across jurisdictional boundaries, many components of the Multi-agency Coordination System (MACS) are activated and integrated through the Fire and Rescue Mutual Aid Coordinator. The Fire and Rescue Mutual Aid Coordinator is assigned to facilitate activities and actions among stakeholders and ensure they are coordinated according to established response system agreements, processes and procedures. The Fire and Rescue Mutual Aid

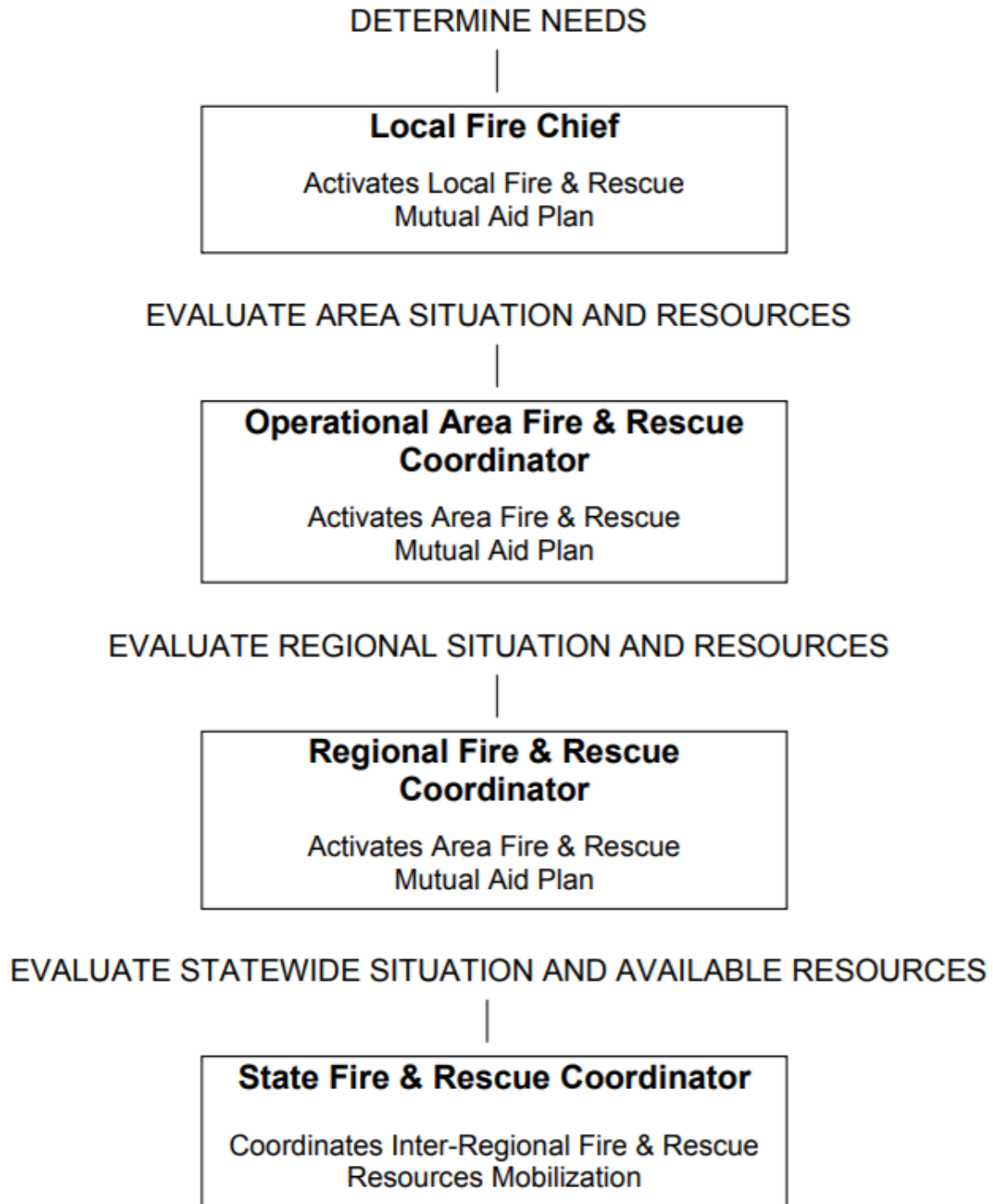
Coordinator manages a comprehensive up-to-date emergency incident status. Components of this include:

- Current statewide fire and rescue resource status information
- Red Flags and Warnings
- Current Cal Fire Incident Information
- Daily and Weekly Situation Reports
- National 7-day Significant Fire Potential Outlook
- Inci-Web Incident Information System and Status
- Northern and Southern California Daily Weather Outlook
- Northern and Southern California Coordination Centers Situation and Condition Reports
- Maps and satellite imagery
- Mapping tools
- Availability of incident command teams

Emergency assistance exists in many forms that can be accessed by the Fire and Rescue Mutual Aid Coordinator, who will provide the subject matter expertise within an EOC to ensure that resource requests are filled utilizing the appropriate alternatives listed below:

- California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA)
- Assistance by Hire
- Local Agreements
- Cooperative Fire Protection Agreement
- California Fire Assistance Agreement
- Direct Protection
- Tasking of local agencies

Responsibilities of the Operational Area Coordinator

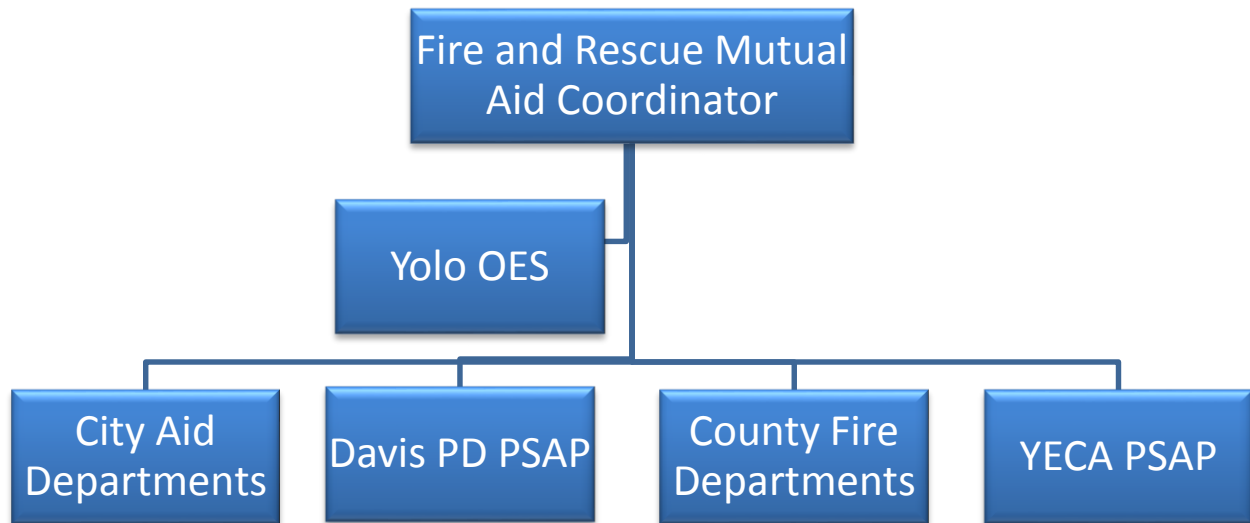


SUPPORTING AGENCIES AND DEPARTMENTS

Other agencies and departments that play roles assist in the development of ESF #4. These supporting stakeholders have responsibilities in assisting the coordination of all phases of emergency management:

Department/Agency	Division/Group	Responsibility
City Fire Departments Yocha Dehe Wintun Nation Fire Department University of California Davis Fire Department Yolo County Fire Protection Districts Yolo County Administration Office Yolo County Sheriff's Office Yolo County District Attorney's (DA) Office Yolo Emergency Communications Agency (YECA) City of Davis	Cities of Davis, West Sacramento, Winters and Woodland	Have City firefighting and rescue responsibilities.
	Yocha Dehe	Has firefighting, EMS and rescue responsibilities for the Yocha Dehe Wintun Nation
	UC Davis	Have firefighting and rescue responsibilities for the UC Davis Campus.
	Unincorporated Yolo County	Have County firefighting and rescue responsibilities.
	Operational Area Office of Emergency (OES) Services	Function #4 Executive Summary maintenance & updates. Serves as the primary coordinating agency for Operational Area Emergency Management.
	Search and Rescue Team	Has search and rescue responsibilities for the County.
	Arson Investigation Team	Oversees arson investigations.
	Investigations and Prosecutions Divisions	Has investigative and prosecutorial responsibilities for incidents.
	Dispatch for Fire	Has dispatch, alert, and notification responsibilities excluding the City of Davis.
	Public safety Answering Point (PSAP)	Has dispatch, alert, and notification responsibilities for the City of Davis

The ESF #4 planning organization establishes a planning structure, organization and decision making process to support the development and ongoing maintenance of the function. This organization includes representation from all stakeholders that support ESF #4 within the Yolo Operational Area. The organizational chart illustrates the major planning partners involved in the development of ESF #4.



EMERGENCY MANAGEMENT COMMUNITY

As described in local Emergency Operations Plans, ESF #4 will also involve other stakeholders such as:

- Pacific Gas & Electric (PG&E) – May be included in the response and recovery actions for the purpose of bringing critical infrastructure back online in targeted areas.
- University of California Davis – Coordinates with Operational Area staff specifically planning and response operations.
- CalFire
- California Department of Transportation
- U.S. Department of the Interior, Bureau of Reclamation

As the group advances, planning should include for the future participation of these and future stakeholders.

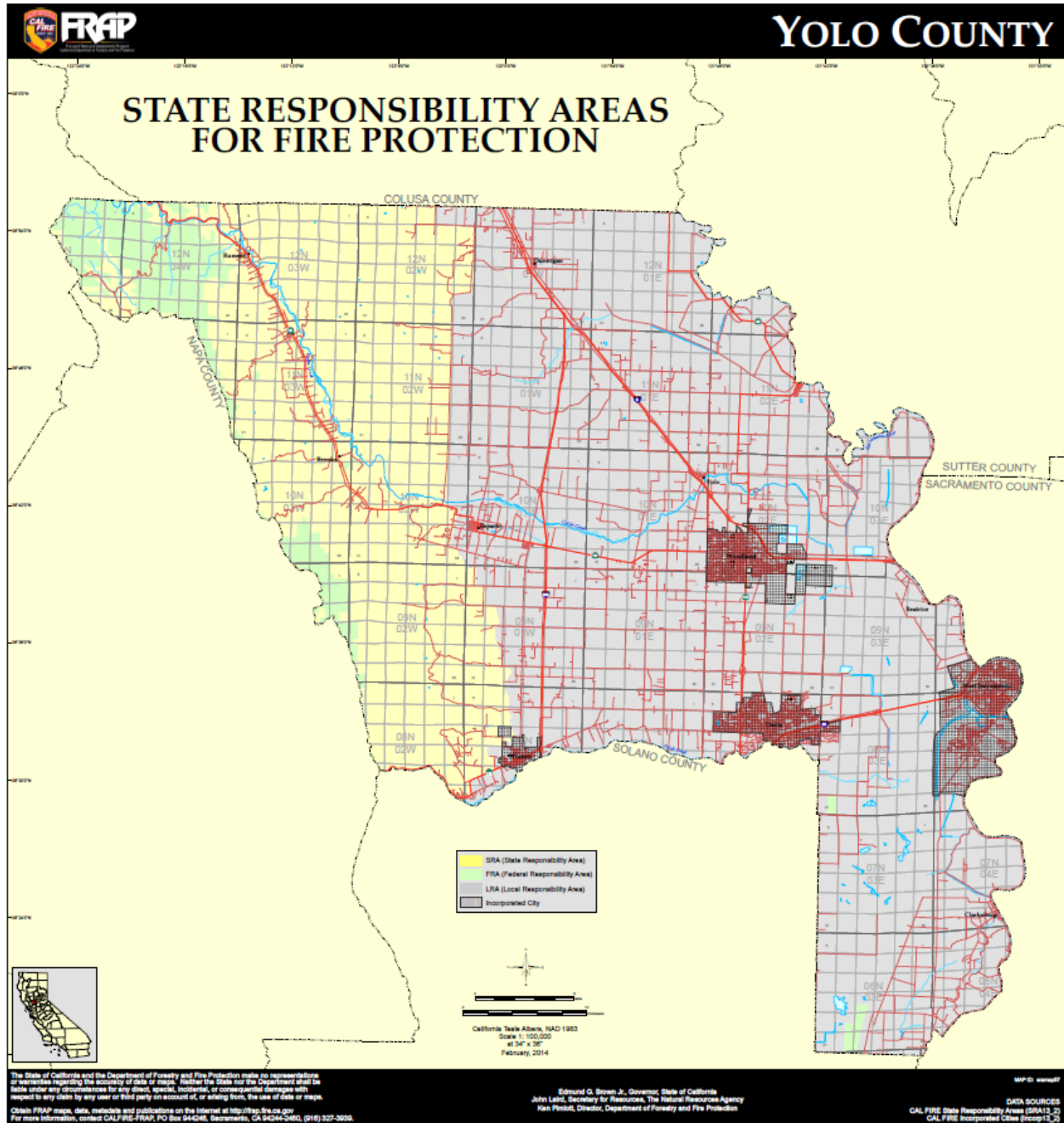
STATE AGENCIES

The role of the State Agencies will be dependent upon the specific nature of the emergency. Supporting State Agencies are those who can provide technical, policy, and subject matter expertise, and are generally requested by stakeholder agencies or the Lead Coordinator(s) during an incident. The California Department of Forestry and Fire Protection (CalFire) is the State of California agency responsible for fire protection in State Responsibility Areas of California. A map of SRA land in Yolo County can be found below.

FEDERAL AGENCIES

The National Response Framework (NRF) organizes federal resources and capabilities under 15 Emergency Support Functions (ESF). ESFs have been developed and organized for the

purpose of providing federally controlled resources to state and federal agencies during the response and recovery phases of a disaster or large scale emergency.



CONCEPT OF OPERATIONS

This section describes the ESF #4 concept of operations, which documents how the emergency function stakeholders will, through collaboration and joint activities, support each phase of emergency management.

MITIGATION

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. This is achieved through risk analysis, which results in information that provides a foundation for mitigation activities that reduce risk. Mitigation activities for ESF #4 include:

- Identify stakeholders and engage them in the development and maintenance of ESF #4.
- Complete a vulnerability assessment and prioritize actions to reduce vulnerabilities within the scope of ESF #4.
- Collaborate to pool ESF #4 resources to prevent hazards and reduce vulnerability (leveraging funding, resources and people).
- Develop strategies and processes to prevent or reduce the impact of events and reduce the need for response activities.
- Support the Yolo Operational Area Multi-jurisdictional Hazard Mitigation Plan.
- Coordinate with the Yolo County Office of Emergency Services.

PREPAREDNESS

Preparedness is a continuous cycle of planning, organizing, training, equipping, exercising, evaluating and taking corrective action in an effort to ensure effective coordination during incident response. Preparedness Activities for ESF #4 include:



- Develop and maintain the ESF #4 Functional Annex to the Emergency Operations Plan containing a concept of operations, plans, supporting documents and agreements.
- Establish decision-making and communication processes for ESF #4.
- Identify stakeholder roles, responsibilities and statutory authorities.
- Initiate and oversee pre-emergency planning and coordination activities.
- Conduct resource inventories, categorize resources, establish agreements for acquiring needed resources, manage information systems, and develop processes for mobilizing and demobilizing resources with the ESF #4 stakeholders.
- Plan for short-term and long-term emergency management and recovery operations.
- Integrate After Action Reports (AAR) and Corrective Action Planning (CAP) into the ESF #4 Annex and ESF #4 exercise process.
- Conduct regular ESF #4 meetings and assist with training events.
- Support coordination for incident prioritization, critical resource allocation, integrates

communications systems and information coordination.

- Begin to identify and document resource types for ESF #4.
- Create Emergency Resource Directory providing the list of ESF #4 resources necessary to support operations.
- Inventory agreements that are in place to support sharing or resources.

RESPONSE

Response includes activities that address the short term, direct efforts of an incident. Response includes the execution of emergency operations plans and of mitigation activities outlined to limit the loss of life, personal injury, property damage and other unfavorable outcomes. Response activities for ESF #4 include:

- Discipline-specific subject matter expertise for all activities within the EOC organization. The ESF #4 Coordinator provides subject matter recommendations and guidance involving its members.
- Assistance from support agencies.
- Guidance in resource request processing to EOC Sections.
- Recommendations on the appropriate use of resources.
- Recommendations on any requests for activation of the Safety Assessment Program (SAP).
- Expertise regarding the procedures, processes and methods for obtaining resources.
- Assistance in acquiring and processing discipline-specific intelligence and information.
- Coordination with ESF #4 within other EOC levels.
- Provide linkage to discipline specific MAC Groups and provide:
 - Collection of intelligence and information regarding the emergency to assist in setting priorities and objectives.
 - Detailed information on scarce resources, resource allocation and inventory.
 - Recommendations during the development of AARs.
- Identify and document the operating modes including:
 - **Trigger Points/Thresholds** – Identifies triggers that may indicate a need to increase the operational mode.
 - **Warning Procedures** – Identifies the procedures used to support warning emergency function stakeholder of an approaching or imminent danger prior to an incident to determine the need to increase the level of the operational mode. This should also include steps taken by the emergency function to increase readiness or to save lives and protect property prior to an incident.
 - **Alert and Notification** – Documents the alert and notification procedures for the emergency function when there is an increase in operational mode level. Confidential call lists may be developed as an appendix to the annex if not already developed in supporting operational documents.
- Documenting how stakeholders mobilize resources to support incident response and operations. This includes direct response under existing authorities or support and coordination of field-level response operations. In addition, document how resources will be tracked during mobilization and the demobilized when no longer needed. A separate, detailed Mobilization Plan will be developed as an appendix to the ESF #4 Annex.
- Documenting how ESF #4 organizes itself to support the emergency response within SEMS levels consistent with the MACS. Also documents how the emergency function will support the maintenance of the MACS.
- Documenting how ESF #4 members communicate during an emergency, including primary

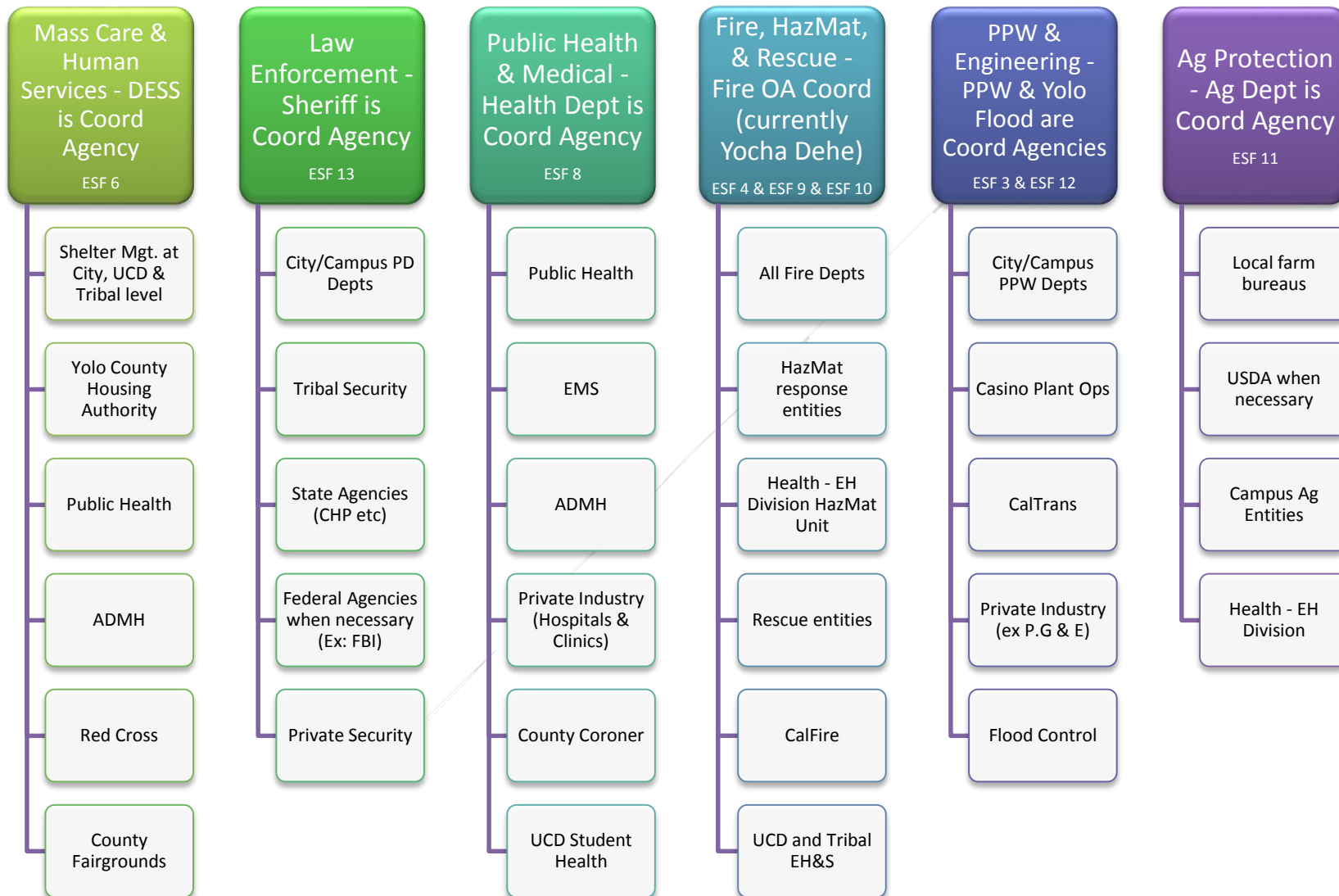
and secondary systems and system redundancy.

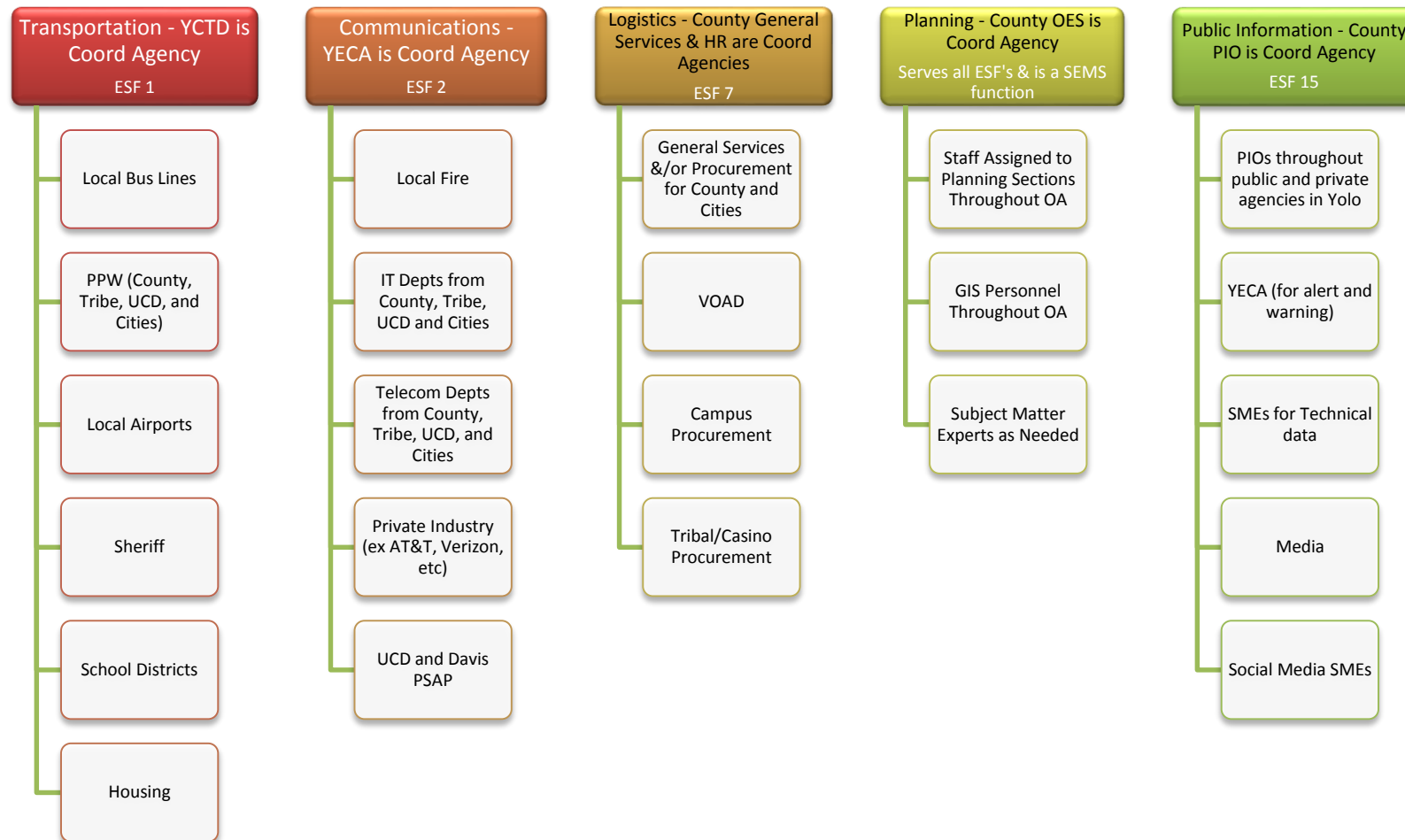
RECOVERY

The aim of the recovery phase is to restore the affected area to its pre-disaster state. It differs from the response phase in its focus; recovery efforts are concerned with issues and decisions that must be made after immediate needs are addressed. Recovery activities for ESF #4 may include:

- Supporting recovery activities with roles and responsibilities of Emergency Functions members.
- Working with other ESF #4 to organize rapid needs assessment teams to prevent duplication of efforts.
- Supporting efficient activation and sufficient staffing of Local Assistance Centers with ESF #4 members as needed.

APPENDIX A: YOLO OPERATIONAL AREA PLANNING GROUPS





ESF5 is satisfied by OES involvement in all other ESF planning aspects & ESF 14 is satisfied by the recovery planning within each ESF.

APPENDIX B: DOCUMENTATION MAINTENANCE RESPONSIBILITIES

Plan/Document Name	Description	Emergency Management Phases	Owner	Last Updated
<i>Yolo County Operational Area Firefighting (ESF #4) Annex Executive Summary</i>	Overview of ESF #4 for the Yolo Operational Area	All	Yolo County OES	December 2018
<i>Yolo Operational Area HazMat Area Plan</i>				
<i>Yolo Operational Area HazMat Response Team Operations Plan</i>				
<i>Yolo Operational Area ESF #9/13 Law Enforcement Annex</i>	Overview of ESF #9/13 for the Yolo Operational Area	All	Yolo County OES	Under development

APPENDIX C: ACRONYMS

AAR – After Action Report

ADMH – Alcohol Drug & Mental Health

ARES – Amateur Radio Emergency Service

CAHAN – California Health Alert Network

Cal OES – California Office of Emergency Services

CAP – Corrective Action Plan

EAS – Emergency Alert System

EMCOMM – Emergency Communication Plan

EMS – Emergency Medical Services

EOC – Emergency Operations Center

EOP – Emergency Operations Plan

ESF – Emergency Support Function

GIS – Geographic Information Systems

MAC – Multi-agency Coordination

MACS – Multi-agency Coordination System

NRF – National Response Framework

NIMS – National Incident Management System

OES – Office of Emergency Services

OA – Operational Area

PA – Public Assistance

SAP – Safety Assessment Program

SEMS – Standardized Emergency Management System

UCD – University of California Davis

VOAD – Voluntary Organizations Active in Disasters

YECA – Yolo Emergency Communications Agency

APPENDIX D: VERSION HISTORY

Change Number	Section	Date of Change	Individual Making Change	Description of Change