

Santa Barbara City Fire Department - Standard Operating Procedures Emergency Operations	Code: E-IV-2
Mutual Aid and Strike Team Assignments	
Chpt: IV Wildland	Revised: 6/27/16 Pages: 7

I. DEFINITIONS

- A. The term “Strike Team” is Incident Command System (ICS) terminology.
- B. A Strike Team is defined as:
 - 1. A set number of resources of the same kind and type, which have an established number of minimum personnel. The strike team will always have a leader, usually in a separate vehicle, and will have common communications among resource elements.
- C. A Task Force is defined as:
 - 1. A group of resources with common communications and a leader, temporarily assembled for a specific mission.
- D. An engine strike team will consist of five engines and a Strike Team Leader.
- E. It is important to understand the difference between Strike Teams and Task Forces. A task force is an assembly of mixed type resources.



Refer to the Fire Service Field Operations Guide ICS 420-1, Chpt. 11 for resource typing and minimum standards.

II. FOUR DIGIT RESOURCE DESIGNATOR

- A. Each agency within an operational area is assigned a different four digit series to differentiate agencies within that area.
- B. Santa Barbara City is assigned the 7000 number series.
- C. The four digit resource designator shall be used by all Santa Barbara City Fire units assigned as part of a mutual aid strike team or when otherwise designated by a Command Officer.
- D. All documentation and radio traffic to and from the unit or units shall utilize the four-digit number until such time as the unit/units have been released from their strike team and have returned to normal assignment within Santa Barbara.
- E. Components of the Four Digit Designator Systems are:
 - 1. The “7”, first digit, designates Santa Barbara City.

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2. The second digit designates the type of unit:

- a) 0 or 1 Staff
- b) 2 or 3 Support Staff
- c) 4 or 5 Engine Companies, 4 is first line, 5 is reserve
- d) 6 Truck Companies
- e) 7 Brush/Patrol
- f) 8 Rescue

F. 9 Specialized Equipment - Foam, Dozer, Water Tender, Hand Crew, Quick Attack, Special Response Unit, Utility.

1. The third and fourth digit indicates the station of regular assignment. The third digit may also be used to identify a back up, second, third or fourth piece of specialized equipment assigned to a fire station.

G. Chief Officer's and staff members assigned a radio call identifier will use the above block number but in the hundred series.

H. Four Digit Resource Designators for Santa Barbara City are as follows:

SQUAD 1	7601	RESCUE 1	7801
ENGINE 1	7401	TRUCK 1	7611
TRUCK 2	7621		
PATROL 1	7701	SPE RES VEH	7911
UTILITY	7921	ENGINE 1R	7501
ENGINE 2	7402	ENGINE 2R	7502
ENGINE 3	7403	HAZ MAT	7903
ENGINE 4	7404	ENGINE 4R	7504 E 304 7704
ENGINE 5	7405	REH.	7705
ENGINE 6	7406	ENGINE 6R	7506
ENGINE 7	7407	ENGINE 307	7707

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III. STRIKE TEAM INDIVIDUAL UNIT ACTIVITY DOCUMENTATION

A. There are two forms every company commander assigned to a strike team must complete. They are the O.E.S. form F-42 and the I.C.S. form 214.



<..\..\Everyone\Wildland\FS-42 form.doc>

B. Emergency Activity Record Form, O.E.S. form F-42

1. Used to record and substantiate your activity while assigned to the strike team.
2. It must be completed for any forest agency fire and its completion is necessary for Santa Barbara City to be eligible for possible reimbursement from the administering forest agency.
3. The form shall be filled out prior to being demobilized. Instructions for completion accompany each form.

C. O.E.S. Form F-42 Procedures:

1. Each Company Commander and Strike Team leader for our department shall fill out an O.E.S. F-42 form and 214 unit log and keep them for our agency. If the strike team leader is from our department you can give the form and unit log to them. (Take care to follow the instructions on the forms carefully.)
2. Upon return to the local agency, the F-42 and 214 forms shall be completed and turned over to the Operations Chief.

D. Unit Log, I.C.S. Form 214 (page 1  page 2 )

1. Known as the unit log, is used to record each and every significant activity of a specific unit during an operational period.
2. The company commander of each unit assigned to a strike team needs to begin an I.C.S. form 214 as soon as possible after initial dispatch and continue to document unit activities until such time as the unit is demobilized and returned to normal assignment in Santa Barbara City.
3. A new I.C.S. form 214 needs to be started and maintained for each operational period.
4. At the end of an operational period, the company commander should turn a copy of their I.C.S. form 214 over to their Strike Team Leader.
5. The Strike Team Leader will then compile an I.C.S. form 214 for the entire Strike Team to be turned in to the incident documentation unit.

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6. Additionally, company commanders need to bring back copies of the all their I.C.S. form 214's to be turned in to the business office.

E. A supply of both O.E.S. form F-42 and I.C.S. form 214 is maintained in each of our fire stations in a "strike team packet".

F. Captains and Acting Captains need to familiarize themselves with each of these forms, their intended use, procedures for filling them out and the location of the "strike team packet" within their assigned station.

IV. PREPARATION

A. Make sure these items are prepared and ready to go before you get the call.

B. Personal

1. Out of town bag

- a) Gear bag
- b) Sunglasses
- c) Change of clothes, socks, underwear
- d) 1 extra duty uniform
- e) Warm clothing
- f) Sunscreen/chapstick
- g) Shaving kit/soap/shampoo
- h) Towel
- i) Issued or personal sleeping bag
- j) Reading material
- k) Snack items
- l) Small binoculars
- m) Cell phone
- n) \$ 60+

C. Crew

1. Out of town box

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2. Water
3. Strike team envelope

V. PROCEDURE

A. When the request comes in for an immediate need strike team response, DO NOT DELAY, respond immediately to the assembly area.

1. Crews out in the field need to return to quarters in order to outfit the apparatus and personnel for the assignment.
2. Once equipment and personnel are ready, respond to the assembly area immediately.

B. Units responding on Automatic Aid or Mutual Aid emergencies will acknowledge response on the Command Ch. 1 frequency before switching to the assigned incident channel, for example, “Santa Barbara, Engine 4 responding, switching to SBC Command 3”.

C. After the dispatcher acknowledges the response, Engine 4 would switch frequencies from Command Ch. 1 to SBC Command 3 and state, “Control, Engine 4 responding on Command 3”.

D. Strike Team Request Protocols:

1. All Strike Team need requests will be assigned as either an Immediate Need or Planned Need. **The request type will be determined by the Incident Commander from the agency making the request for response.**

a) Immediate Need Strike Team Requests **will be sent to an Operational Area to PROTECT LIFE OR PROPERTY imminently threatened by the event.**

- Immediate need requests to incidents within Santa Barbara County or to an adjacent county will preempt strike team assembly unless otherwise instructed.
- The Strike Team Leader shall make contact with all assigned resources and inform them to go directly in route to the incident.
- The Strike Team Leader will respond directly to the incident with the first two assigned apparatus.
- It will be the responsibility of the Strike Team Leader to assemble all of the assigned resources as soon as possible at the incident scene.
- Due to the urgent nature of an Immediate Need Strike Team Request, the responding Strike Team Leader shall

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come from the closest geographical Division to the requested location. This particular instance may require deviation from the posted rotation on occasion by the Operational Area Duty Officer.

b) Planned Need Strike Team Requests **will determine how much time is needed for the response to prepare and respond per the Incident Commander. This in turn will determine the departure time for the response. SBF D members can get someone to cover their incident obligation for a planned need request. Two things must happen to make the request valid. First, the person requesting the crew trade shall utilize the current Strike Team/Strike Team Leader/Overhead Rotation document. This must be followed. Second, the request must be finalized by 0830 the day of the request along with Duty Battalion Chief notification. This request is solely the responsibility of the person looking to get relief from the assignment.**

- All planned need requests will be sent in strike team formation with a Strike Team Leader.
- All planned need Strike Team requests will start with all units rendezvousing at one of the predetermined locations.
- **If Station 8 is up in the rotation they will be utilized in the proper order according to the current Strike Team/Strike Team Leader/Overhead Rotation document.**

D. Strike team assemblage areas

1. South county assembly areas

- a) Bailard Ave/US 101 Southbound. offramp
- b) Santa Barbara County Fire Station 11
Storke Rd. at Frey Way, Goleta
Food, fueling, restrooms, telephones

2. North county assembly areas

- a) Pappy's truck stop
- b) Hwy. 101 at Betteravia Road, Santa Maria
Fuel: (gas/diesel), food, restrooms, good parking, telephones

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E. AUTOMATIC AID/MUTUAL AID RESPONSE

1. Northbound Type II eng. strike team
 - a) SBFD will send 1 engine each on the second and third request
2. Southbound Type II eng. strike team
 - a) First request - 2 engines
 - b) Second request – 1 engine
3. Northbound Type III eng. strike team
 - a) SBFD will send 1 type III engine on the **primary** request.
4. Southbound Type III eng. strike team
 - a) SBFD will send 1 type III engine on the **primary** request.
5. All firefighters will adhere to the minimum training standards set forth in the Santa Barbara Operational Area Fire Chiefs Association Training Requirements



Refer to the Santa Barbara County Mutual Aid Plan for more details.