

Santa Barbara City Fire Department - Standard Operating Procedures Organizational Operations	Code: O-III-6
Hazmat Team Administration	
Chpt: III Hiring / Staffing	Revised: 1/17/12 Pages: 3

A. Intent

B. It is the intent of the Santa Barbara City Fire Department to provide emergency response to incidents involving flammable, explosive, toxic, radioactive, and otherwise hazardous materials that pose an unusual threat to life, property and the environment. Such emergency response shall be limited to the City of Santa Barbara and surrounding communities and jurisdictions as provided for by existing mutual aid response agreements.

II. SCOPE

A. This document shall constitute an administrative standard operating procedure and shall define and describe the following issues regarding the Hazardous Materials Response Team:

B. AUTHORITY

1. It is the intent of the Department to comply with all existing Federal, state, and local statutes, laws, and ordinances including, but not limited to:

- a) Title 8, California Health and Safety Code Section 5192
- b) Emergency Planning and Community Right-to-Know Act (SARA Title III - EPA)
- c) Hazardous Materials Operational System (ICS-HM-120-1) as adopted by the State Fire Marshal
- d) The Santa Barbara County Hazardous Materials Area Plan.
- e) NFPA Standard 472
- f) Existing Santa Barbara City Fire Department Standard Operating Procedures and other internal documents and procedures

C. HAZMAT TEAM ORGANIZATION

1. The Santa Barbara City Fire Department's Hazardous Materials Response Team shall consist of designated members of the Santa Barbara City Fire Department. By mutual agreement, members of the Santa Barbara City Fire Department's Hazardous Materials Response Team and members of the Montecito Fire Protection District and the Carpenteria/Summerland Fire Department shall comprise the South Coast Hazardous Materials Response Team

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and shall operate as a single entity for the purposes of emergency response, training operations, and utilization of equipment and materials.

2. Unless otherwise noted, the terms HazMat Team and Team shall refer to the members of the Santa Barbara City Fire Department Hazardous Materials Response Team.

D. TEAM COMPOSITION

1. The Hazardous Materials Response Team shall consist of nine (9) regular members of the Santa Barbara City Fire Department. Composition of the team with regard to rank shall be at the discretion of the Fire Chief.

E. TEAM MEMBER QUALIFICATIONS

1. Members of the Hazardous Materials Response Team members shall meet all applicable standards and hold all applicable certifications as required. All team members shall meet minimum physical requirements as stipulated by the Fire Department HazMat Team Medical Examiner.

F. ASSIGNMENT TO THE TEAM

1. When a vacancy occurs on the team, a bulletin will be issued announcing the vacancy. Department members will be given the opportunity to submit applications to the Team Coordinator for review. Applicants seeking appointment to the team may cite experience, education, specialized training, and other pertinent information.

2. Applicants will be interviewed by the Team Coordinator. Upon consulting with the Team Leader, the Team Coordinator will then make recommendations to the Division Chief. Based on the Team Coordinator's recommendations and general staffing requirements, the Division Chief will make his/her recommendations to the Fire Chief. The Fire Chief shall retain sole discretion in assigning members to the team.

3. Accordingly, continuing membership on the HazMat Team is at the discretion of the Fire Chief.

G. TEAM MEMBER ROTATION

1. The length of a member's commitment to the Team would be three (3) years. At the end of three (3) years, the member may leave the Team and transfer to any vacancy that currently exists within the department following all rules contained in the Seniority Station Pick (see [O-III-5](#)).

2. The member also has the ability to extend his/her commitment to the team with two, one year options. If a desired vacancy becomes available within one of

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the two year time frames, that member may apply for the vacancy following the Seniority Station Pick S.O.P., and there must be a person interested in filling the HazMat vacancy. At the end of the second year option, the member would be subject to the seniority bid system.

3. In the event of an administrative position coming open, members who have previously completed their 3 year commitment to the hazmat team and are currently involved in a subsequent tour on the hazmat team may bid for administrative positions only. The member will be held to the subsequent 3 year commitment as far as normal station bids are concerned.

4. Former team members shall be ineligible for reassignment to the team for a period of two (2) years unless otherwise stipulated by the Fire Chief.

H. TEAM MEMBER RESPONSIBILITIES

1. Team members shall act in accordance with and meet all requirements as stipulated by the above regulatory agencies and authorities. As a condition of continued HazMat Team membership, team members shall maintain a level of competence commensurate with their emergency response responsibilities and ensure that all applicable certifications and any other conditions of membership be maintained.

2. Team members shall maintain an attendance record to all regularly scheduled HazMat team meetings and training exercises of seventy (70) percent or greater. Failure to meet minimum attendance requirements shall be cause for administrative review and/or removal from the team.

I. TEAM ADMINISTRATION AND COORDINATION

1. Administration of the team shall be the responsibility of the Division Chief. Team coordination shall be the responsibility of the HazMat Team Coordinator.

J. TEAM LEADERSHIP

1. With the approval of the Fire Chief, members of the South Coast HazMat Team shall select a Team Leader and a Team Training Coordinator from within the ranks of the South Coast HazMat Response Team on an annual basis. The Team Leader shall report to the Team Coordinator and shall assist in managing the daily and emergency operations of the team.

2. The Team Training Coordinator shall report to the Team Leader and shall be responsible for developing a comprehensive training program that meets or exceeds the training requirements of Title 8, California Health and Safety Code Section 5192. The Team Training Coordinator shall advise the department Training Officer of hazardous materials training requirements and opportunities, as they become known.