

2024

# RESPONSE READINESS REVIEW **GUIDE**



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PREPARED BY THE OREGON STATE FIRE MARSHAL

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# 2024 RESPONSE READINESS REVIEW GUIDE

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# PURPOSE & USE

The 2024 Mobilization Readiness Review Guide is the fifth edition and the result of many conversations between Oregon State Fire Marshal (OSFM) staff and our structural fire service partners. This document will assist Oregon fire agencies in creating and maintaining a healthy mutual aid system that allows for collaboration and relationships at the local, regional, and state levels.

This guide provides a checklist for fire chiefs and Fire Defense Board chiefs to assess their local capability to engage in statewide response through the OSFM.

This document supplements the Oregon Fire Service Mobilization Plan, which assumes the existence of the systems and agreements outlined in this document. This document neither supersedes any information in the current mobilization plan nor does it seek to establish rules or regulations; instead, this guide promotes conversations to strengthen the Oregon Fire Mutual Aid System (OFMAS) as a whole.



## QUESTIONS OR COMMENTS

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# 2024 RESPONSE REDINESS REVIEW TIMELINE

**April 29, 2024:** Fire Defense Board Chief Training and State Fire Defense Board Meeting, *Bend, Oregon*

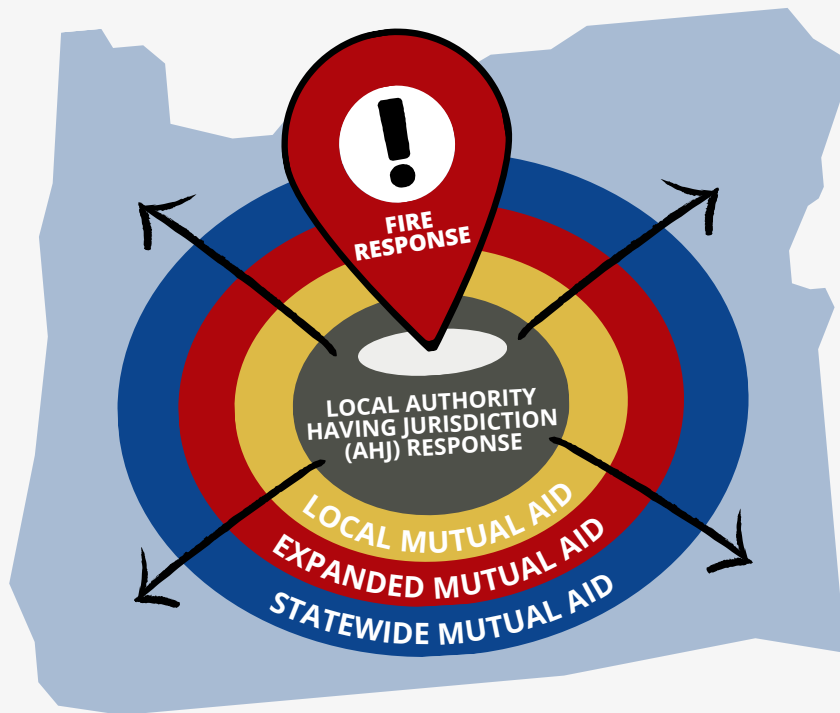
**May 21-22, 2024:** Task Force Leader Symposium, *Grand Ronde, Oregon*

**June 5-6, 2024:** Annual Fire Defense Board chief drill with the OSFM Agency Operations Center (AOC), *Statewide*



# OREGON FIRE MUTUAL AID SYSTEM (OFMAS)

The Oregon Fire Mutual Aid System (OFMAS) is how Oregon responds to incidents at all levels: local, regional, statewide, and interstate.



## 1. LOCAL RESPONSE

Initial attack by AHJ or nearby agencies.



## 2. LOCAL MUTUAL AID

Local agency agreements used to bring in partners from neighboring jurisdictions.



## 3. EXPANDED MUTUAL AID

Local agency agreements which may be county wide or inter-county used to bolster capability.



## 4. STATEWIDE MUTUAL AID

Conflagration or other state-level response by resources mobilized by the State Fire Marshal.



## 5. INTERSTATE MUTUAL AID

State-level agreements allowing resources from other states to respond.

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# LOCAL FIRE DEPARTMENT / DISTRICT CHECKLIST

This checklist will aid in strengthening local organizations and capability within a fire defense district. This checklist should be used to drive local readiness activities before participating in a statewide response.

- Local fire departments or districts communicate regularly with fire defense board chief and information from the the OSFM is shared locally.
  - Communications from the OSFM to Fire Defense Board chiefs should be shared with all agencies in a Fire Defense Board district.
- Local fire agencies have updated and signed agreements with all mutual aid partners and they participate actively in mutual aid calls.
- Local fire agencies have agreements with local Oregon Department of Forestry offices and other partner agencies.
  - The foundation of OFMAS is an initial attack along with mutual aid at the local level.
- Local fire agencies are versed in the mobilization plan.
  - The mobilization plan contains specific information relevant to all tiers of the statewide system. The OSFM provides mobilization plan training opportunities at multiple levels.
- Resources use mobilization plan standards for equipment and personnel for in-district and mutual aid response.
  - Meeting mobilization plan standards locally aids in understanding and ensures the continuity of operations.
- The area uses task forces or strike teams locally to provide mutual aid.
  - There has been success in building a process to mobilize within the fire defense district in the same manner as mobilizing through the OSFM. This is not a requirement but should be a consideration.
- Local fire chiefs know how and when to request support through a conflagration, immediate response (IR) including air support, or pre-positioning.
- All local fire agencies have workers' compensation insurance for their staff and volunteers.

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# FIRE DEFENSE BOARD CHIEF READINESS CHECKLIST

Below is a checklist to assist Fire Defense Board Chiefs in assessing readiness to mobilize statewide through the OSFM.

- The Fire Defense Board holds regular meetings with all member agencies.
  - Meetings should be semi-annually, at a minimum, and ensure that the points outlined in this guide have been discussed.
- The Fire Defense Board chief understands the mobilization plan and knows where in the plan to find information on personnel training requirements, apparatus typing, and equipment standards, and what mobilization costs are reimbursable.
- The Fire Defense Board chief and their alternates know how to access, use, and submit the weekly online form to report resource availability to the OSFM Agency Operations Center (AOC).
- The Fire Defense Board chief and their alternates understand the process to request a conflagration, immediate response (IR), or pre-positioned resource.
  - Whether requesting or responding to a conflagration, it's important to understand the process to participate. The process is outlined in the mobilization plan and OSFM training.
- The Fire Defense Board chief and their alternates participate in the OSFM's annual Fire Defense Board Drill on June 5 or 6, 2024.
- The Fire Defense Board chief and their alternates have participated in pre-season meetings with partners to include the OSFM regional mobilization coordinator, county commissioners, county emergency manager, Oregon Department of Forestry, federal agencies, and law enforcement.
- The Fire Defense Board chief is encouraged to work with adjacent defense board districts to roster a task force or strike team when unable to do so with local resources (or work with regional mobilization coordinator to do this with them).

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# STATEWIDE MOBILIZATION APPARATUS CHECKLIST

Below is a checklist for apparatus mobilized by the OSFM as part of a task force or strike team. Typing information is found in the mobilization plan.

- All engines carry the equipment listed in Appendix F of the mobilization plan.
- All engines improved/unpaved road and draft capable.
- Type I and II engines carry structural PPE to include SCBAs.
- Apparatus to be mobilized have communications capability as described in Appendix G of the mobilization plan, including having a mobile and/or portable radio with the State FIRE NET frequency.
- Apparatus to be mobilized as “ALS capable” will be staffed with personnel that meet their agency's guidelines for training and equipment and are operating under the direction of their local physician advisor.
- Apparatus have a contingency plan for accessing fuel, certified fire apparatus repair and water supply.





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# STATEWIDE MOBILIZATION PERSONNEL CHECKLIST

Once you have set your fire agencies up for success locally, ensure all agencies and personnel who mobilize through the OSFM have completed training and understand appropriate documents. Below is a checklist of requirements for personnel mobilized by the OSFM as part of a task force or strike team. Personnel requirements can be found in Appendix E in the mobilization plan.

- All personnel meet the minimum training requirements for the position they are filling per National Wildfire Coordinating Group (NWCG) guidelines and the mobilization plan:
  - Trainee or assistant task force or strike team leaders are qualified as engine bosses at a minimum.
  - All engines have a qualified engine boss.
  - Along with meeting NWCG standards, all personnel mobilized by the OSFM are qualified as NFPA Firefighter 1.
- Personnel have completed RT-130 annually and carry a fire shelter.
- Personnel are prepared to remain at an incident for a minimum of seven days, up to 14 days, for conflagrations or pre-positioning and 72 hours for immediate response incidents.
- Personnel understand and are committed to following the code of conduct and safety expectations as outlined in the mobilization plan.
- Personnel are covered by a workers' compensation policy carried by their home agency.
- Personnel from each agency are prepared to make necessary purchases such as fuel during travel to and from an incident.
- Personnel understand the OSFM paperwork requirements.
- Personnel are familiar with the OSFM's Structural Protection Plan and how it is applied in the field.
- Strike team/task force leaders have been identified, completed required training, reviewed the current task force leader guidebook, and understand the local plan for being notified of a mobilization

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# STATEWIDE MOBILIZATION PERSONNEL CHECKLIST

OFMAS resources can be mobilized out of Oregon through established agreements, including the Emergency Management Assistance Compact (EMAC). An EMAC mission request comes through Oregon Emergency Management and is then filled by the OSFM through the standard mobilization process. Below is a checklist for agencies interested in participating in an EMAC mission through the OSFM. These items are in addition to the information in the previous checklists for in-state response

- Review Appendix L of the Oregon Fire Service Mobilization Plan. This appendix covers some of the differences between an in-state mobilization and an EMAC mobilization.
- Be prepared to enter into an Intergovernmental Agreement (IGA) with the Oregon Emergency Management on short notice. This agreement is necessary for Oregon firefighting resources to perform work out of state and must be signed by an individual with the appropriate authorities to represent your agency. The OSFM will provide this agreement and it cannot be completed before the request.
- Be prepared to complete an EMAC Request for Assistance Form (REQ-A). This form will include an estimate of the costs that will be incurred by the agency during the mission. You will need to know the wages and benefits of your responding personnel and their backfill. The OSFM will provide this form for you to complete when you are requested.
- Personnel should be prepared to be mobilized for up to 16 days: two travel days and 14 days assigned to the incident.
- Personnel should be prepared to make necessary purchases such as fuel during travel to and from the incident and understand which receipts will be required for reimbursement.
- Understand that individual mission requests through EMAC may have different requirements for personnel, personal protective equipment, or mission expectations (for example, personnel mobilized to California are expected to wear uniforms in camp).



# OSFM PROGRAM FOCUSES

HOW THE OSFM CAN SUPPORT YOUR AGENCY

DEPUTY STATE FIRE MARSHALS	REGIONAL MOBILIZATION COORDINATORS	FIRE RISK REDUCTION SPECIALISTS
<p>FIRE CODE ENFORCEMENT &amp; INSPECTIONS</p> <p>FIRE INVESTIGATIONS</p> <p>CODE INTERPRETATION GUIDANCE</p> <p>HEALTHCARE FACILITIES</p> <p>FIRE DEPARTMENT ACCESS &amp; WATER SUPPLY PLANS</p>	<p>MOBILIZATION SUPPORT &amp; REQUESTS</p> <p>MUTUAL AID ASSISTANCE &amp; GUIDANCE</p> <p>INCIDENT RESPONSE NEEDS</p> <p>MOBILIZATION PLAN ASSISTANCE</p>	<p>WILDFIRE PREPAREDNESS</p> <p>COMMUNITY RISK REDUCTION PLANNING &amp; FUNDING ASSISTANCE</p> <p>HOME IGNITION ZONE TRAINING &amp; TECHNICAL ASSISTANCE</p> <p>EDUCATION &amp; OUTREACH</p> <p>COMMUNITY EVENTS</p>



## WILDFIRE RESPONSE

HOW THE OSFM MOBILIZES RESOURCES

**Oregon Fire Mutual Aid System (OFMAS)**

is the system made up of 300+ fire agencies across the state. The Oregon State Fire Marshal can mobilize and coordinate these structural firefighters and first responders to respond to emergencies like wildfires, Hazmat incidents, and floods.



### Emergency Conflagration Act.

This can only be invoked by the Governor. The Act authorizes the movement and utilization of "firefighting assets in response to a fire, a heightened danger of fire, or a significant reduction in available firefighting resources." It is used only for fires that involve or threaten **life and structures**.



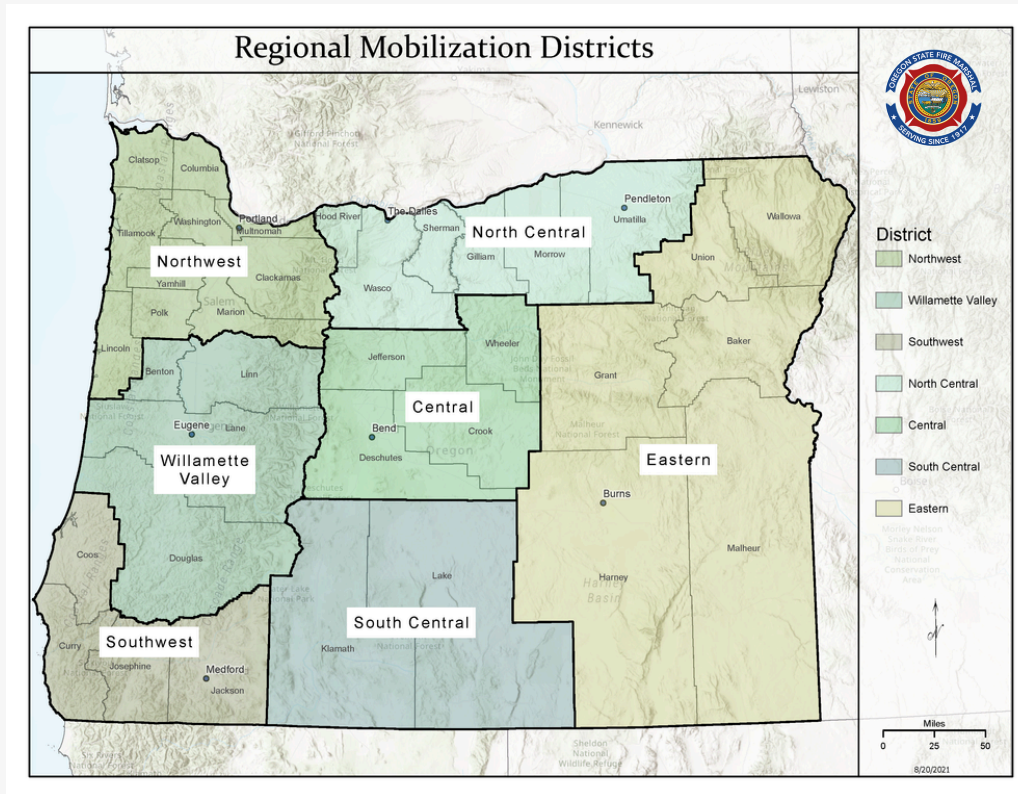
### Pre-positioning

The OSFM mobilizes **structural task forces** through the Oregon Fire Mutual System (OFMAS) to pre-position those resources in an area of the state ahead of a **forecasted event** where additional capacity may be needed to respond.



### Immediate Response

The OSFM mobilizes resources outside of **regional mutual aid**. This happens after a request is made by the agency in charge of the incident. These mobilizations happen outside of a conflagration request and act as a stop gap to **add additional capacity**, without requesting a conflagration.



## REGIONAL MOBILIZATION COORDINATOR CONTACTS

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