

# SCOTTS VALLEY FIRE PROTECTION DISTRICT



<b>STANDARD OPERATING PROCEDURES DATE APPROVED: APPROVED:</b>	<b>ARTICLE: II</b>	<b>SOP: 2401</b>
	<b>SECTION: 2400 RESPONSE PROCEDURES</b>	
	<b>SUBJECT: INCIDENT RESPONSE ASSIGNMENTS</b>	
	<b>JULY 14, 2010</b>	
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**Purpose:** To establish the standardization of apparatus and personnel assignments for the response to various types of incidents within the Scotts Valley Fire Protection District.

**Scope:** This procedure is to be followed by all members and officers of the district. Authority to deviate from this procedure, as to the number and type of apparatus, rests with the incident commander, who is responsible for the results of any decision. The distribution of staffing, as outlined, is to be observed in all cases.

## Definitions:

***First-In (AKA - Lead):***

That piece of fire apparatus expected to arrive first on the scene of the incident.

***Second-In (AKA - Backup):***

That piece of fire apparatus expected to arrive second at the scene of an incident. Normally used to assist and support first-in apparatus.

***Support Apparatus:***

That apparatus that is normally used to provide support functions at an incident; i.e., water tender, truck, haz mat, breathing support.

***Reserve Apparatus:***

A piece of apparatus normally not staffed and used to replace lead engines when they are out of service. Also staffed and utilized to supplement district resources during times of unusual activity.

***Hydrant Areas:***

All areas served by Scotts Valley Water District, Santa Cruz Water Department, San Lorenzo Valley Water District. The following CAD response zones are considered Hydrant Areas:

VF1A	VF1H	VF2D	VF2G
VF1F	VF1I	VF2E	
VF1G	VF2C	VF2F	

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***Non-Hydrant Areas:***

The following response zones are considered to be Non-Hydrant Areas:

VF1B	VF1E	VF11	VF14	VF17	VF23
VF1C	VF2A	VF12	VF15	VF21	VF24
VF1D	VF2B	VF13	VF16	VF22	

***Commercial/Industrial:***

A building or building complex occupied by a business or businesses.

***Urban/High Density Residential:***

A residential area or structure consisting of residential dwellings that contain more than three separate living units or a group of clustered living units such as condominiums or townhouses.

***Suburban:***

An area of single family dwellings in a neighborhood environment.

***Rural:***

An area of homes in a non-hydrant area or located in such an area as to be considered country or interface. Normally the unincorporated areas.

***Local Responsibility Area (LRA):***

All incorporated areas or developed land with hydrants, paved streets, and a suburban or urban environment. Legal authority for all fire protection rests with the fire district.

***Mutual Threat Zone (MTZ):***

Those areas identified that exist within an LRA but provide a reasonable expectation that a fire in these areas would normally spread and extend into an SRA.

Agreements are in place with Cal Fire to provide non-traditional resources (crews, dozers, aircraft) into the threat zone at no cost to the district.

***State Responsibility Area (SRA):***

Those areas identified by Cal Fire under the Public Resources Code as to have watershed value and are primarily wildland. The district and Cal Fire have joint protection responsibility in these areas.

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## Procedure:

### 1. Geographic Responsibilities - Overview

#### A. Erba Lane Station (VF 1)

- All areas south of the intersection of Scotts Valley Drive and Willis Road:
  - Including Pasatiempo, Rolling Woods, Graham Hill Road.
  - North bound Hwy 17 between Mt Hermon Rd. and Granite Creek Rd.
- All CAD zones identified by VF1 Prefix

#### B. Glenwood Station (VF2)

- All areas north of the intersection of Scotts Valley Drive and Willis Road.
  - Including Cadillac Drive and Hacienda areas.
  - Southbound HWY 17 from Granite Creek Rd to Mt Hermon Rd.
- All CAD zones identified by VF2 prefix

### 2. Incident Types and Responses

Computer Aided Dispatch (CAD) will recommend and dispatch appropriate resources for specific incident types using a response matrix specific to each CAD zone.

***Note: There are a minimum of 50 different types, each type has a recommended response matrix of resources by type and closest location.***

The company officer shall determine the appropriate code (Code 2, Code 3) of response to an incident. The threat to either life, property, or the environment would normally merit a Code 3 response. However, traffic, weather, and the impacts of using warning lights and sirens should also be evaluated when making a decision.

### 3. Officer in Charge Prerogative

It is ultimately the responsibility of the officer in charge to determine that the appropriate resources have been dispatched to any given incident. If it is determined that an inappropriate resource has been dispatched to an incident, the officer in charge shall modify the response as he/she deems necessary to fit the district protocol.

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## 4. Code of Response

Confirmed or suspected hostile fires or incidents that pose a threat to the environment and/or property, and all incidents that are perceived as life threatening, require a Code 3 response by the appropriate resource. Code 3 examples:

- Hostile fires
- Smoke/gas in a structure
- Smoke/heat/water alarm sounding
- Significant HazMat
- Medicals- priorities B,C, D, E
- Vehicle accidents with injuries unknown.

The officer in charge ultimately determines the appropriate code (Code 2, Code 3) of response to an incident.


The first-in unit shall evaluate the scene and determine the required response for additional units.

## 5. Staffing

The following guidelines are to assist in making staff placement decisions.

- A. It is the intent of the district to provide staffing on all first out, first incident engines, with three (3) on-duty personnel.
- B. When the district experiences multiple incidents or unusual activity, staffing levels may need to be modified. This determination will be at the discretion of the officer in command.
- C. When staffing levels permit, support apparatus will be staffed and accompany the initial dispatch of engines to a fire incident. Especially in the case of rural or wildland fires, where engines are dependent on water tenders for water supplies.
- D. The use of paid call firefighter personnel and the placement of them on units responding to any incident will be left to the discretion of the company officer. It is encouraged that all paid call firefighter personnel be utilized to their fullest potential.

## 6. Response Zones

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The fire district is divided into different response zones. The criteria that determines the creation of a response zone are the following:

- 1) Geographic area
- 2) Area responsibility
- 3) Automatic aid agreements
- 4) Target hazard identification
- 5) Hwy segments

*Response zones are identified by a 4-character alpha-numeric code.  
Example: VF1A = Valley Fire/Station One/Zone "A"*

7. General Response Guidelines - Fires

Typically all fires, with the exception of trash and vehicle fires, require a multi-unit response of engines and support vehicles. All other incident types normally receive a single engine or unit as an initial dispatch. In general, CAD will recommend and dispatch the following:

***Structure Fire - Non-hydrant area***

- Four (4) Type 1 engines, 2 water tenders, duty chief

***Structure Fire - Hydrant area***

- Four (4) Type 1 engines, duty chief

***Structure Fire - Commercial Zones (VF1I, VF2E, VF1A, VF2D)***

- Three (3) Type 1 engines, One (1) Truck, duty chief

***Wildland Fire - All areas (CAD recommendations)***

- Three (3) Type 1 engines\*\*
- Two (2) water tenders
- Duty chief

**\*\* When available, E2537 should respond to all 1<sup>st</sup> alarm wildland fires in place of the Type 1 engine at station 1. If E2537 is unavailable, E2530 should respond to 1<sup>st</sup> alarm wildland fires in place of the Type 1 engine at station 2.**

All resources dispatched shall be a result of resource availability at time of

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dispatch, station location matrix, and the incident type.

8. Greater Alarms: 2nd through 6th

Greater alarms are a manner in which an incident commander can request additional resources for an incident. Each alarm brings a pre-established set of resources.

Greater alarms are established for three (3) types of incidents:

- Structure fire
- Wildland fire
- Medical

In general, each *alarm* will consist of:

- Three (3) engines
- One (1) support unit (truck, tender, rescue or breathing support dependent on incident type)
- Two (2) Duty chiefs

Particular areas (zones) may receive a greater quantity or diversity of resources per alarm due to either a higher fire hazard threat or complexity of the zone.

9. Single Engine Responses

All incidents other than suspected hostile fires will receive an initial dispatch of a single engine company. Exceptions to this rule are those incidents that may escalate into a hostile fire and will be treated as such:

- Gas in a structure
- Fire/smoke/water flow alarm in the unincorporated areas of our district, or in specified target hazards.

10. Strike Teams/Task Forces

A. Requesting

Strike teams/task forces can be requested as an additional resource in place of, or in addition to, greater alarms. Pre-determined strike team/task forces can be found in the Santa Cruz County Fire Chiefs Policies.

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B. Responding

Refer to SOP 2400, *Strike Team Responses*, for the response of district equipment and personnel to strike team and task force requests.

11. Rural / Limited Access Responses

The District has identified areas within our Fire District that require a specialized response due to the limited access to roads and driveways. These areas have been noted in CAD and a 'Rural' response class has been established. Company Officers will know the incident location has limited access when **Engine 2539** and **B2503** are included in the dispatch. This will be for all incident types. Every attempt should be made to bring a Type 3 Engine and/or a District Pick-Up (On-duty Battalion Chief), depending on the incident type.