

## **D. APPENDIX IV: EMERGENCY SUPPORT FUNCTION 4 - FIREFIGHTING**

**PRIMARY AGENCY:** Department of Insurance, Division of State Fire Marshal

**SUPPORT AGENCIES:** Department of Agriculture and Consumer Services, Division of Forestry; and the Florida Fire Chief's Association

### **I. INTRODUCTION**

The purpose of Emergency Support Function 4 is to provide State support to local governments and to describe the use of State resources to detect and suppress urban, rural and Wildland fires resulting from, or occurring coincidentally with a significant disaster condition or event.

### **II. CONCEPT OF OPERATIONS**

#### **A. GENERAL**

Firefighting involves managing and coordinating firefighting support to local governments for the detection and suppression of fires, as well as mobilizing and providing personnel, equipment, and supplies in support of local governments.

#### **B. ORGANIZATION**

The Department of Insurance, Division of State Fire Marshal's Office is the primary agency for Emergency Support Function 4. Supporting the Fire Marshal's Office will be a representative from the Florida Fire Chiefs' Association and the Department of Agriculture and Consumer Services, Division of Forestry, during Wildland fires resulting from or occurring coincidentally with a significant disaster condition or event. Representatives from primary and support agencies will be present in the State Emergency Operations Center on a 24-hour basis. Emergency Support Function 4 will respond directly to the Emergency Services Branch Chief who reports to the Operations Section Chief (**see Section IV. A. 2. Figure 2 of the Basic Plan**)..

#### **C. NOTIFICATION**

1. Upon notification by the State Warning Point of a potential or actual event requiring response, the emergency contact person for the Department of Insurance, State Fire Marshal's Office will notify all other Emergency Support Function members by telephone, pagers, or through the communications facilities at the State Warning Point.

2. All support agency contact persons for Emergency Support Function 4 will be instructed to alert their contacts throughout the State to ensure that all-available resources are on standby.
3. Resource inventories will be confirmed for possible use.

**D. ACTIONS**

1. Preparedness

Utilizing the Florida Fire Chief's Association *Fire - Rescue Disaster Response Plan*, planning, coordinating and mobilizing resources from fire service organizations statewide through the seven fire regions is accomplished. The Florida Fire Chief's Association and the State Fire Marshal's Office coordinate training on utilizing the Disaster Response Plan statewide.

2. Response

- a. State and other local resources from outside the disaster area are committed through coordination with other agencies that have fire fighting resources.
- b. Transportation will be provided, if available, or it may be the responsibility of the resource agency. This may require coordination with Emergency Support Function 1. In addition, resources may be pre-positioned, if necessary.
- c. Agencies of Emergency Support Function 4 may serve the State Emergency Response Team in Field Operations (i.e., the Forward State Emergency Response Team, Impact Assessment Teams: Rapid Response Team, Preliminary Damage Assessment Team, Disaster Field Office operations, Recovery Center operations, intrastate and/or interstate mutual aid assistance, etc.).

3. Recovery

- a. Department of Insurance, Division of State Fire Marshal personnel are members of the State's Rapid Impact Assessment Teams, utilized for damage assessment.
- b. Upon request, Emergency Support Function 4 will provide fire fighting personnel and resources for recovery efforts.

### III. RESPONSIBILITIES

#### A. PRIMARY AGENCY- DEPARTMENT OF INSURANCE, DIVISION OF STATE FIRE MARSHAL

The Department of Insurance, Division of State Fire Marshal's Office is the primary agency in Emergency Support Function 4. As the primary agency, they coordinate with the support agencies in directing fire fighting resources and response activities.

#### B. SUPPORT AGENCIES

##### 1. Florida Fire Chief's Association

Will work with the Department of Insurance by forwarding requests for fire fighting assistance to the five regional response zones designated in the State of Florida *Fire - Rescue Disaster Response Plan* (prepared by the Florida Fire Chief's Association).

##### 2. Department of Agriculture and Consumer Services, Division of Forestry

- a. Serve as primary agency during a State Emergency Operations Center activation for a wildfire.
- b. Will request and coordinate the use of all State controlled and/or Forestry Agency Compact assets that are ordered for control of wildfires.

### IV. FINANCIAL MANAGEMENT

All disaster respondents, city/county or otherwise, who assist due to requests from the Emergency Support Function 4, must submit their preliminary reimbursement request to the Department of Insurance within 15 business days of stand down orders. The final request must include the following:

- A. **Salaries** - Provide a schedule for all employees, the time they worked, their pay rate and matching rate, separating regular time from overtime. (samples provided)
- B. **Travel** - Provide copies of the travel vouchers you have paid due to disaster response. The appropriate Finance Director must certify travel vouchers as true expenditures.
- C. **Equipment** - Provide a detailed description of the equipment used to assist, detailing the type and size, pump size and horsepower, where the equipment

was used, number of hours per piece, per day, and type of work each piece performed (samples provided).

**V. REFERENCES AND AUTHORITIES:**

- A. Federal Emergency Support Function 4 Annex
- B. Fire Suppression Draft – Forestry
- C. The Guidelines of the State Emergency Response Team for Wildfire Events," 1999 version.
- D. The Florida Fire Chief's Association, *Fire-Rescue Disaster Response Plan*.
- E. "Memorandum of Understanding with Emergency Support Function 8," (March 1999).