

## 8. PRE-PLANNED FIRE AND EMS RESPONSE SYSTEMS

Each municipality within Cumberland County will be required to submit and utilize pre-planned Fire and EMS Responses, commonly referred to as a "*phantom box*" system, for dispatching.

EMS Chiefs, Fire Chiefs and other appropriate municipal officials should mutually involve themselves with the formulation of the predetermined response plan. This planning process will ensure mutually agreeable responses.

The Box Cards utilized will be standard throughout Cumberland County and will be completed as required by this manual. All alarms must be completed as the department wishes. EMS listings shall be coordinated through the official(s) responsible for medical response within the municipality. The EMS listing in this reference area will be used by the Communications Center to determine response for medical emergencies. The apparatus reference will be located on the bottom of the card and must meet the following minimal individual unit listings. The apparatus listings reflect functionality and are not determined by unit designations. (Engines may be listed under Tanker reference, etc.)

Ambulance	20
Medic	9 (Companies/Stations minimum)
Air	5
Engine	15
Tool (motorized)	5
Truck	10
Tanker	5 hydranted areas, 15 non hydranted
Rescue/Squad	10
Foam	Discretionary
Brush -	5, 10 in areas of high vulnerability
RIT Unit/Team	Discretionary
Special Police	5
Traffic Units	5

The response systems will meet all requirements set forth by this Communications Procedural Manual.

## 8.1

### **DEFINITIONS OF INCIDENTS**

**Structure Fire** - Any fire involving, within, impinging or endangering a structure. Also included are gas leaks, smoke or odors, or any other condition which indicates a fire or hazard which can potentially affect a structure. This criteria shall solicit a minimum of a first alarm response on the Box Card.

**Investigation Inside Structure** – Any call that is first party (occupant) reported of an odor from inside a single family structure that warrants immediate examination by the fire service. The Communications Center will interrogate the caller for potential conditions and, if there are no additional conditions, this alarm level will be dispatched. If relevant conditions exist, (smoke, fire and/or related medical conditions), or the structure is multi-family or commercial, the Communications Center will dispatch the appropriate alarm assignment.

**Automatic Alarm** - Any automatic fire alarm detection device or system (smoke, heat, sprinkler or other fire suppression system) which is connected to an alarm monitoring agency, or any other report of alarm system activation which is not defined under "Reduced Automatic Alarm." This level of alarm response will be dispatched if no relevant conditions (smoke, fire and/or related medical conditions) exist. If relevant conditions exist, the Communications Center will dispatch the appropriate alarm response.

**CO Detector Activation with patients**- Any CO detector activation with reports of ill patients.

**Reduced Automatic Alarm** - Any single family residential alarm detection device (smoke, heat or carbon monoxide) which is first party (occupant) reported, in which no relevant conditions are evident. The Communications Center will interrogate the caller for potential conditions and, if none exist, this alarm level will be dispatched. If relevant conditions exist (smoke, fire or related medical conditions), or the structure is multi-family or commercial, the Communications Center will dispatch the appropriate alarm assignment.

**Barn** - Any building which stores farm products, farm animals and/or farm machinery.

**Vehicle Fire - Automobile** - Any fire involving an automobile, motorcycle, small truck or any other automotive vehicle designed for passenger transportation.

**Vehicle Fire - Truck or Other Large Vehicle** - Any fire involving medium to large truck which is not thought to be carrying a hazardous material. This would include commercial use vehicles designed for hauling or construction, mass transportation vehicles, motor homes and camping trailers.

**Aircraft Fire** – Any fire or spill involving an aircraft.

**Accident - Motor Vehicle** - Any transportation accident involving a motor vehicle, but not including mass transportation vehicles.

**Accident – Unknown Injuries** – Any transportation accident Involving a motor vehicle in which all callers are reporting unknown injuries.

**Accident - Motor Vehicle with Entrapment** - Any transportation accident in which the victim is either entrapped or confined.

**Accident – Involving Fire** - Any transportation accident involving a motor vehicle that is reported to be on fire.

**Accident - Motor Vehicle with Entrapment and Fire** - Any transportation accident in which a victim is entrapped or confined and a vehicle is reported on fire.

**Accident – Involving Hazardous Materials** - Any transportation accident involving a motor vehicle that is reportedly carrying hazardous materials.

**Accident – Vehicle Into Structure With Fire** - Any transportation accident involving a motor vehicle that is reported to be on fire and into a structure.

**Accident – Vehicle Into Structure With Fire and Entrapment** - Any transportation accident involving a motor vehicle that is reported to be on fire and into a structure with a victim entrapped or confined.

**Accident – Other Rescue** - Any call in which individual is entrapped or in a position in which special equipment is required to remove the victim to safety.

**Accident - Pedestrian/Bicyclist** - Any transportation incident in which a pedestrian or bicyclist has been injured by a motor vehicle. This category should only be completed if Fire/Rescue support would be required to mitigate the incident.

**Accident - Mass Transportation** - Transportation incidents involving buses, aircraft or other modes of transportation in which there is a potential of injury to seven or more victims. This category may also be used by the Communications Center for any reported incident with multiple injured victims. *A minimum response of 7 BLS units and 2 ALS units will be dispatched.*

**Land Rescue** - Any call indicating the need for assistance in removing or locating a subject due to mental/physical health or trauma related injuries from an area that is considered to be “inaccessible terrain” and where access to the subject shall be accomplished by specialized vehicles (UTV, snowmobiles, etc.) or on foot.

**Water Rescue** - Any call indicating a drowning or potential drowning in which the victim has not been moved to safety or where circumstances are unknown.

**Wildfire** - Any fire involving brush, grass, leaves, foliage or any mountain fire.

**Wildfire Involving a Vehicle or Equipment** - Any fire involving brush, grass, leaves, foliage or any mountain fire in which a vehicle or piece of machinery is on fire.

**Wildfire Involving a Structure** - Any fire involving brush, grass, leaves, foliage or any mountain fire in which structure is endangered or involved.

**Haz Mat Fire - Non-Structure** - Any hazardous materials fire which is not endangering a structure.

**Haz Mat Fire - Structure** - Any hazardous materials fire which involves or endangers a structure.

**Haz Mat Investigation - Outside** - Any non-fire hazardous materials release which is not endangering a structure.

**Haz Mat Investigation - Inside** - Any non-fire hazardous materials release which occurs inside or endangers a structure.

**Investigation Outside Structure** - Any call which indicates potential of an unknown source because of an unusual accumulation of odors or a smoke condition that warrants immediate examination by the fire service.

**Miscellaneous** - Any fire not defined above. Example: Trash, wires, service call.

## 8.2 **NUMBERING SYSTEM**

The numbering system used in the Cumberland County Box System is intended to provide a uniform coding for both property hazard type and first due command responsibility.

Example - Box 65-01 (XX - ##)

XX - Denotes the first due referenced engine company where this response area is their primary first due area. For those municipalities in which a municipal designated chief has been appointed or another company's chief officers are considered as having primary command responsibility (their fire company is not first due), this number can be used to reflect this command authority.

If a company responds "1st due" in multiple municipalities, their company number will be prefixed with a 1, 2, 3, etc., depending upon the number of municipalities involved.

Example:

1st due in their home municipality "**65-01**"

1st due in another municipality "**165-01**"

1st due in another municipality "**265-01**"

Box Numbering is as follows:

- A. Boxes XX-01 through XX-10, area boxes
- B. Boxes XX-11 through XX-20, apartment complexes, hotels, and motels.
- C. Boxes XX-21 through XX-30, institutional property, hospitals, nursing homes, correctional institutions.
- D. Boxes XX-31 through XX-40, educational property, schools, colleges.
- E. Boxes XX-41 through XX-50, churches.
- F. Boxes XX-51 through XX-55, social organizations, clubs.
- G. Boxes XX-56 through XX-70, manufacturing, factories.
- H. Boxes XX-71 through XX-75, utilities, communications, defense facilities.
- I. Boxes XX-76 through XX-85, businesses.
- J. Boxes XX-86 through XX-90, shopping centers.
- K. Boxes XX-91 through XX-95, storage property.
- L. Boxes XX-96 through XX-100, special unoccupied property, railroads, highways (major), lumber yards, etc.
- M. Boxes XX-200 - Special Hazardous Materials Resources.
- N. Boxes XX-300 - Specialized Mass Casualty Resources.
- O. Boxes XX-400 - Special Water Supply Resources.

***Note - if the number of box responses for a specific box classification for a given 1st due area are depleted (i.e. 13 area boxes, versus 10***

***available area box numbers) these classification numbers may be prefixed numerically. Example - XX-101.***

### **8.3 SUBMITTING PROCEDURES**

- 8.3A All response plans submitted shall also include an up-to-date list of all streets/roads showing divisions of same with corresponding phantom box numbers. Those streets which are subdivided into different phantom boxes must be divided at an established landmark, i.e. street, address, stream, etc. Municipal Street Address Guide (MSAG) shall be included with the response plan submission. The MSAG shall show complete range of addresses for all thoroughfares in the municipality.
- 8.3B It will be the municipalities responsibility to update their street listings as needed and notify the appropriate County municipal street address coordinators.
- 8.3C All streets will be listed in alphabetical order when submitted.
- 8.3D All special phantom boxes shall be submitted in a separate list form in alphabetical order with appropriate addresses included.
- 8.3E It is required that the least amount of area / special boxes needed to identify different response areas be submitted. Duplicate boxes (boxes with the same responses, but different box numbers applied) create significantly more implementation time and serve no purpose with regard to dispatch.
- 8.3F Major changes in your pre-plan response system must be mailed to the 9-1-1 Operations Manager. Minor changes may telephoned or e-mailed by the responsible Fire/EMS Chief.
- 8.3G All pre-plan response systems must be received a minimum of 60 days prior to their effective date to allow sufficient time for preparation. Should problems be found in the information sent, this time may be extended by the 9-1-1 Operations Manager. The changing or modification of box boundary areas may increase the implementation time.
- 8.3H All proposed pre-planned response systems should be reviewed by the 9-1-1 Operations Manager. This review

should occur prior to obtaining official municipal authorization to implement and prior to distribution to other agencies.

- 8.3I A letter to authorize implementation must accompany the pre-planned response system. Authorization must come by signature of the municipal officials: i.e. Supervisors, Commissioners or Council. The letter must also indicate those persons authorized to make modifications or changes. The pre-planned response system will not be initiated unless a letter of authorization has been received.
- 8.3 J *Mutual Aid* - This letter of municipal authorization and the pre-planned response system are appropriately construed to represent a mutual aid agreement between the services designated to provide response and those municipal officials recognize the pre-planned response system as their municipal emergency response plan.
- 8.3K During events of extended equipment commitment due to man-made or natural disasters, usage rates may be applied. This rate is applicable to situations when reimbursement proceedings are appropriate and individual rates have not been established. The current rate schedule is located in Appendix V of this Communications Procedural Manual.