

**AUTOMATIC AID RESPONSE AGREEMENT**

This agreement is entered into between Spokane County Fire Protection District No. 9 (hereafter referred to as "Fire District 9") and the Spokane Valley Fire Department (hereafter referred to as "SVFD"), municipal corporations of the State of Washington, on this 13<sup>th</sup> day of August, 2019.

**RECITALS**

1. This agreement is entered into under the authority of RCW 52.12.031(3).
2. Each of the Agencies owns and maintains apparatus for the suppression of fires and for the provision of emergency medical services. Each of the Agencies also retains fire fighting personnel who are trained to provide various levels of emergency medical services.
3. Each of the Agencies has the necessary apparatus and personnel to enable it to provide services to the other Agency in the event of an emergency.
4. The geographical boundaries of each Agency are located in such a manner as to enable each Agency to render automatic-aid to the other.
5. It is the purpose of this agreement to establish automatic aid response system between the Agencies to this agreement to enhance services and efficiencies for fire suppression, emergency medical and rescue services to each of the Agencies.
6. Both agencies agree for the purpose of this agreement, Automatic Aid shall mean assistance dispatched automatically by contractual agreement without request and Mutual Aid shall remain aid provided to another agency upon request of that agency.

**AGREEMENT**

The Agencies, to carry out the purposes and functions described above and in consideration of the benefits to be received by each of the Agencies, agree as follows:

1. **Duration of Agreement:** This Agreement shall become effective upon the execution of this Agreement by the Fire Board of Commissioners of Fire District 9 and the Board of Commissioners for Spokane Valley Fire department and shall automatically renew itself from year to year thereafter, until terminated. Any party may terminate its participation in the Agreement at any time by giving written notice to the other party at least sixty (60) days prior to the date of termination.
2. **Administration:** For purposes of liaison and the administration of this agreement, the Fire Chief of each agency party to this Agreement, or his/her designee, is designated as its representative, and collectively, they shall be responsible for administration of this Agreement.
3. **Coverage Areas.** This agreement is entered into between the agencies to create an automatic aid process where responses to incidents are made by the closest and most appropriate resource. Agencies agree to respond to any reported fire, EMS, rescue or service related incident with the appropriate apparatus into the jurisdiction of the other agency who are party to this Agreement. Said responses shall not require any specific request but shall be automatic upon dispatch by SREC.
4. **Response Procedure.** Upon receipt of a dispatch from SREC to an incident within the agencies jurisdictional area the agency (s) in closest proximity to the call for service will be dispatched and immediately respond apparatus and personnel, regardless of jurisdiction. The host Agency will provide additional equipment and personnel as or if, necessary. Each agency agrees to request dispatch of a closer unit from the host agency if the initial dispatched apparatus is out of position.
5. **Modifications.** A consensus summary of operational considerations and expectations, as discussed by senior staff members of each agency, is outlined in Appendix A. Modifications to the content of Appendix A may be made with the concurrence of each agency Fire Chief and or his/her designee. Amendments to Appendix A will be attached to the original Inter-local Agreement with each chief's dated initials indicating acceptance.
6. **Costs and Reimbursements.** The services provided by each party pursuant to this Agreement shall be provided at no cost to either party. In the event a state or federal emergency is declared, or eligibility for 3<sup>rd</sup> party reimbursement exists, this Agreement shall not constitute a waiver of the rights of the parties to claim reimbursement(s).

**APPENDIX A**

**Spokane County Fire District 9  
&  
Spokane Valley Fire Department**

**Automatic Aid Operational Issues**

Issues for consideration:

1. Agreement restrictions or exceptions

- a. Both agencies agree this document has no mileage, unit or call type restrictions other than the exceptions listed. This agreement is for true auto-aid between both agencies. Prior to implementation, both agencies will have functional AVL capability. For call types within jurisdictional boundaries, the host agency shall utilize their regular deployment model.
- b. Call types subject to auto-aid deployment shall be 11F, 11C, 11W, 31E, 40F, 40H, 46D, 46F, 46P, 35F, 14M, 14H and 14E. Both agencies will send two (2) career companies to 31D calls in a pre-determined agreed upon area. This may be modified at any time in accordance with Agreement item 5 – modifications to Appendix A.
- c. District 9 volunteer engines will not be part of the initial dispatch into SVFD response areas, unless a request for move-up of volunteer resources has been initiated.
- d. AMR Paramedics may cancel fire resources when they are responding and AMR is on-scene and determined the additional resources are not needed.
- e. Prior to implementation of any new call types and/or changes to resource allocation(s) for specific call types, each agency agrees to coordinate with the other agency to ensure there are no adverse operational impacts on the agency.

2. Philosophy on upgrades to 11W's, Rescue, etc.

The leadership of both Agencies would rather over-request proactively than under-request in reaction. Companies may be returned if additional resources are not necessary. Companies should not hesitate to contact 20 officers for any guidance or support.

3. 20 Officer Responses Into One Another's Jurisdictions

- a. It is not expected that an agency will automatically respond a 20 officer to a neighboring auto aid department to accompany their dispatched resources. If the 20 officer is in close proximity and available to assist, they should initiate contact with the host 20 officer and make them available for response if requested.
- b. Within Fire District 9 jurisdiction, two 20 officers are dispatched on 11F and 11C responses. This shall include the Fire District 9 20 officer and the next closest 20 officer regardless of jurisdiction (Fire District 9, SVFD or SFD).

4. Communications
  - a. SREC shall dispatch neighboring auto aid department resources on both radio channels/talkgroups (assisting / host departments).
  - b. Units from an assisting auto aid department will respond and communicate on the host agencies radio channel/talkgroup, unless advised to do otherwise through SREC or incident commander.
  - c. When multiple units from the assisting agency are dispatched into a host agency, the host 20 officer should receive a page.
5. Investigator call out / notification requirements

For any fire where an investigator has not been dispatched, contact the host 20 officer for determination of need.
6. Knox keys

Request response of host agency unit as necessary.
7. Gate combinations

Agencies will provide one another map related information.
8. Mapbook coordination

SCFD 9 and SVFD will provide one another with necessary map information in either electronic or hard copy formats.
9. Responses from other than station location

In the event AVL is not functional, officers will request closer unit response if out of position with delayed response to dispatched address.
10. For cardiac arrest, significant trauma, challenging medical

For "Echo" calls request dispatch of additional EMS, manpower + any other necessary resources; i.e., CARES, chaplain, decon, etc.
11. High call volume time periods (wind storms, ice storms, Red Flag, etc.)

Service calls should be handled by host agency in accordance with policy and procedure or at the direction of the Area Coordinator.
12. Extended Incidents for Standby, Overhaul, etc.

Host agencies shall work to release equipment from the other jurisdiction as soon as possible. If it is anticipated that an assisting agency unit(s) are needed on-scene for significant period of time (> 30 minutes), the incident commander should consider notification of 20 officer for replacement by host agency unit.

13. Training
  - a. Both agencies agree to conduct regular inter-department training; tabletops, classroom, multi-company scenarios (extrication, live fire, tech rescue, hazmat, wildland – urban interface, FF safety...MAYDAY / RIT, etc.). Advance scheduling for extended training will facilitate planning for station move ups and / or staffing backfill as deemed appropriate by the agencies.
  - b. Involvement of 20 officers and training staff shall be on-going.
14. Incident report information

Each department will make appropriate incident related data entries into their individual records management system and share inter-jurisdictional information on an agreed to regular schedule.
15. Use of Appropriate and Accepted Practices
  - a. The agencies will use the Spokane County Field Operations Guide as the primary accepted practices for the management of incidents.
  - b. The agencies agree to meet quarterly to discuss operational practices, procedures and guidelines. Senior staff members will review recommendations for adoption, modification or rejection.
16. Damage to Equipment / Cost Incurred While Involved in Response to Host Agency Jurisdiction
  - a. Hold Harmless.
  - b. Host agency will bill responsible party if cost recovery is an option.
17. Personnel Attire, Appearance and Conduct
  - a. Each department shall ensure their personnel are in compliance with their applicable policies and procedures with respect to attire, appearance and conduct and will deal appropriately with concerns identified.
  - b. Each department will investigate and follow-up with the other in the event of a legitimate complaint or concern.
18. Citizen Complaint

Personnel responding into the host jurisdiction will refer any citizen complaint to the host agency on-duty / call 20 officers immediately.
19. Inventory of Specialized Equipment

Each agency will share inventory information of specialty equipment (e.g. TIC's, 4 gas detectors, HCN detector, foam, CAFS) with each other.

20. After Action Review

At a minimum, an informational review of all significant incidents shall take place on-scene prior to releasing units (tailboard hot wash). On more significant or larger incidents, both agencies shall work together to develop an after action review. When possible first alarm assignments will meet and discuss the information presented in the AAR.

21. Unusual/ High Profile Occurrence

Any unusual or high profile incident that occurs in a jurisdiction that is handled by other than a host unit, shall result in the immediate notification of the host agency's 20 officer.

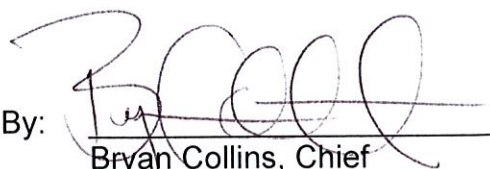
- 7. **Termination of Response.** The equipment and personnel of the authority having jurisdiction (host agency) or the other Agency party to this agreement may be cancelled by the first arriving apparatus, after the first arriving apparatus has completed a scene assessment and the IC determines that additional resources are not needed. If the other Agencies resources arrive on scene, they shall be released from service by the Incident Commander as soon as conditions warrant or in the event an emergency should occur in the other Agencies jurisdiction.
- 8. **Liability.** Each Agency agrees to assume responsibility for all liabilities that occur or arise in any way out of the performance of this agreement by its personnel only and to save and hold the other Agency, its employees and officials, harmless from all costs, expenses, losses and damages, including cost of defense, incurred as a result of any acts or omissions of the Agencies employees relating to the performance of this agreement.
- 9. **Insurance.** Each Agency agrees to maintain adequate insurance coverage for its own equipment and personnel.
- 10. **Non-Exclusive Agreement.** The Agencies to this agreement shall not be precluded from entering into similar agreements or first response agreements with other municipal corporations.
- 11. **Benefits.** This agreement is entered into for the benefit of the Agencies to this agreement only and shall confer no benefits, direct or implied, on any third persons.
- 12. **Service Enhancements.** Each agency agrees that enhancement to service shall not be used to support layoff or reduction of personnel nor shall it be used to support an annexation effort by either party.
- 13. **Notification:** All notices herein require shall be in writing and delivered in person to the Fire Chief of each agency.
- 14. **Modification.** This agreement may only be modified by mutual agreement of all Agencies hereto, executed in the same manner as this agreement, except as noted in Agreement item 5 – modifications to Appendix A.

**SPOKANE COUNTY FIRE  
PROTECTION DISTRICT NO. 9**

By:   
Jack Cates, Chief

Date: 8/13/19

**SPOKANE VALLEY  
FIRE DEPARTMENT**

By:   
Bryan Collins, Chief

Date: 8/19/2019