



CITY OF REDDING

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May 25, 2016
P-100-050-050

Matthew Oliphant, President
International Association of Fire Fighters (IAFF), Local 1934
PO Box 991188
Redding, CA 96099

Subject: Side Letter of Agreement to Memorandum of Understanding (MOU) between the City of Redding and IAFF Local 1934 Regarding Rescue Systems 1 Program

Dear Matthew:

Pursuant to Article 20: Miscellaneous, Section 20.24 of the MOU regarding the Rescue Systems 1 Program, this letter will memorialize the attached agreement reached between the City of Redding and IAFF Local 1934 to immediately implement the Redding Fire Department Standard Operating Procedures (SOP) in effective the date of this side letter:

- SOP 6.18 Rescue Systems 1 (RS1) Program
- SOP 6.18 Appendix A Urban Search and Rescue (USAR) Incident Checklist
- SOP 7.4 Rescue Systems 1 (RS1) Maintenance of Skills Program and Program Eligibility
- SOP 7.4 Appendix A Rescue Systems 1 Program Eligibility

If the Association concurs with the foregoing, please sign and date the enclosed copies of this letter, return one to me, and keep the other copy for your records.

Sincerely,

Sheri DeMaagd
Personnel Director

The Association concurs with the above:

Matthew Oliphant, IAFF President

6-24-16

Date

c: Gerry Gray, Chief of Fire
Barry Tippin, Assistant City Manager
Bill Avery, Labor Negotiator

Kurt Starman, City Manager
Council Members
Steve Allen, Labor Representative

REDDING FIRE DEPARTMENT STANDARD OPERATING PROCEDURE			
CATEGORY:	Tactics	SOP Number:	6.18
INITIATED BY:	Gerry Gray, Fire Chief	Effective Date:	02/01/16
APPROVED BY:		Revision Date(s):	04/04/16
SUBJECT:	Rescue Systems 1 (RS1) Program		Page 1 of 4

PURPOSE: To provide guidance on the implementation and standards of Redding Fire Department's Rescue System 1 (RS1) Program.

A. References:

1. MOU between City of Redding and IAFF Local 1934.
2. Rescue Systems 1: California State Fire-Training Curriculum.
3. NFPA 1006, 1500, 1670 and 1983.
4. Firescope ICS 420-1
5. Redding Fire Department SOP's: Tactics 6.3, Incident Accountability; 6.4, Emergency Operations; and 6.5, Technical Rescue Response Policy; Training 7.4, Rescue Systems 1 (RS1) Maintenance of Skills Program and Program Eligibility; and General 1.10, Low Angle Rope Rescue Operational (LARRO).

B. Policy:

1. Command of Urban Search and Rescue (USAR) incidents in the City of Redding and Buckeye Fire Protection District will generally be the responsibility of the Redding Fire Department.
2. Incident Command shall be the responsibility of the first-due company until such time as the incident expands beyond the capabilities of that company.
3. A Safety Officer shall be designated for every USAR incident. Absent a formal designee, the Incident Commander assumes the duties and responsibilities of the incident Safety Officer.
4. A Rescue Systems 1 qualified Rescue Group Supervisor shall be designated for every USAR incident. Absent a formal designee, no USAR activities shall take place until that position has been filled with a qualified individual.
5. The Rescue Group Supervisor will determine the appropriate amount of resources and key positions to mitigate the incident based upon their training and the California State Fire Training curriculum for Rescue Systems 1.

6. Requests for additional personnel and equipment will go through the Incident Commander.

C. OPERATIONAL PROCEDURES FOR USAR INCIDENTS:

1. RESPONSE:

- a. Safety should be the first operational thought.

2. ESTABLISH THE INCIDENT COMMAND SYSTEM (ICS):

- a. First-due Company Officer to assume initial command of the incident. ICS shall be used throughout the incident.

3. SIZE UP THE INCIDENT:

- a. Determine the number of victims.
- b. Provide for rescuer safety.

4. ISOLATE AREA, DENY ENTRY:

- a. Utilize air monitoring equipment where there is potential for an unsafe atmosphere.
- b. Establish an exclusion perimeter. This perimeter should surround the working/rescue area. Only authorized personnel shall operate within this exclusion perimeter.
- c. Secure the exclusion perimeter by using rope, tape, cones, barricades, natural features, vehicles, etc. Law enforcement and road department may be critical resources in this effort.

5. HAZARD ASSESSMENT:

- a. If an incident involves any rescue hazard or operation above the scope of LARRO, a Rescue Group Supervisor's position will be filled with a Rescue Systems 1 qualified employee.
- b. The Rescue Group Supervisor will determine if the USAR incident falls within the scope and training of the Redding Fire Department.

SUBJECT:	Rescue Systems 1 (RS1) Program		
SOP NUMBER:	6.18	EFFECTIVE/REVISION DATE:	04/04/16
			Page 2 of 4

- c. The Rescue Group Supervisor will request the appropriate resources and equipment to mitigate the incident through the Incident Commander.

6. RESCUE SYSTEMS 1 ACTIVATION PROCEDURES:

- a. The Incident Commander may request SHASCOM to respond additional Redding Fire Department resources that are staffed with Rescue Systems 1 qualified personnel to assist with evaluation and mitigation of the incident.
- b. The Incident Commander may utilize SHASCOM to request additional Rescue Systems 1 qualified personnel as needed via voice pager and text messaging. Those individuals will contact the Incident Commander for assignment.

7. RECOMMENDED NOTIFICATIONS:

- a. SHASCOM – Provide details of incident.
- b. City of Redding Risk Management Division (via SHASCOM).
- c. The law enforcement agency having jurisdiction.

8. VICTIMS:

- a. Rescue – Only after completing a risk versus benefit assessment.
 - 1. The term “rescue” applies to victims. Victims are those individuals who are trapped in a life-threatening environment.

9. DOCUMENTATION:

- a. Each ICS position is responsible for documenting the actions taken by them or those individuals under their direct supervision throughout every phase of the USAR incident. All documents must be submitted to the Incident Commander upon termination of the incident.

10. INCIDENT TERMINATION:

- a. Upon termination of the incident, the Incident Commander will be responsible for conducting a Post Incident Analysis (PIA) with as many of the incident responders as possible. The Incident Commander may also consider utilizing a more formal setting depending on the complexity of the incident and lessons learned. Additionally, a written summary of the PIA should be considered for Department-wide distribution.

11. TRAINING:

SUBJECT:	Rescue Systems 1 (RS1) Program		
SOP NUMBER:	6.18	EFFECTIVE/REVISION DATE:	04/04/16
			Page 3 of 4

- a. At minimum, all public safety members of the Redding Fire Department shall be trained to the Low Angle Rope Rescue Operational (LARRO) level and shall receive refresher training as outlined in Redding Fire Department SOP 1.10, Low Angle Rope Rescue Operational (LARRO).
- b. A select number of personnel shall be trained to the level of CSFM Rescue Systems 1 (RS1) and will participate in Rescue Systems 1 maintenance of skills training as outlined in Redding Fire Department SOP, Training 7.4.

Attachments:

Appendix A – Urban Search and Rescue (USAR) Incident Checklist

Appendix B-1 – Redding Fire Department – Rope Rescue Incident Organization

Appendix B-2 - LARRO Checklist

SUBJECT:	Rescue Systems 1 (RS1) Program		
SOP NUMBER:	6.18	EFFECTIVE/REVISION DATE:	04/04/16
			Page 4 of 4

APPENDIX A
SOP TACTICS 6.18

URBAN SEARCH AND RESCUE (USAR) INCIDENT
CHECKLIST

04/04/16

Initial Actions	
<input type="radio"/>	Are you in a safe location?
<input type="radio"/>	Establish ICS.
<input type="radio"/>	Establish Incident Command Post.
<input type="radio"/>	Obtain a dedicated tactical frequency.
<input type="radio"/>	Identify a Rescue Systems 1 qualified Rescue Group Supervisor.
<input type="radio"/>	Establish an exclusionary zone.
<input type="radio"/>	Provide report on conditions and need for additional resources.
<input type="radio"/>	Are all key Rescue positions filled by Rescue Systems 1 qualified personnel? <ul style="list-style-type: none"> • Confirm with Rescue Group Supervisor.

Rescue Systems 1 Response Matrix	
<input type="radio"/>	Does this incident pose an immediate threat to public safety?
<input type="radio"/>	If situation permits, has this incident been assessed by a Redding Fire Department Rescue Systems 1 qualified employee? <ul style="list-style-type: none"> • <i>If both circles are checked, the Incident Commander may request additional resources based upon the recommendation of the Rescue Systems 1 qualified employee who assessed the incident.</i> <ul style="list-style-type: none"> ➤ Upon making the request, be prepared to provide routing and/or staging instructions for USAR equipment and personnel, incident name and assigned tactical frequency.

Incident Conclusion	
<input type="radio"/>	Conduct a Post Incident Analysis (PIA) of all operations. <ul style="list-style-type: none"> • The Incident Commander may also consider utilizing a more formal setting depending on the complexity of the incident and lessons learned.

**REDDING FIRE DEPARTMENT
STANDARD OPERATING PROCEDURE**

CATEGORY:	Training	SOP Number:	7.4
INITIATED BY:	Gerry Gray, Fire Chief	Effective Date:	02/01/2016
APPROVED BY:		Revision Date(s):	04/08/16
SUBJECT:	Rescue Systems 1 (RS1) Maintenance of Skills Program and Program Eligibility		Page 1 of 2

PURPOSE: To establish a training standard for maintaining a list of Rescue Systems 1 (RS1) qualified personnel.

A. References:

1. MOU between City of Redding and IAFF Local 1934.
2. Rescue Systems 1: California State Fire Training Curriculum.
3. NFPA 1006, 1500, 1670 and 1983.
4. FIRESCOPE ICS 420-1.
5. Redding Fire Department SOP 2.14, Distribution of Overtime.
6. Sample Training Schedule (attachment).

B. Policy:

1. All Rescue Systems 1 qualified personnel will be responsible for adhering to this Standard Operating Procedure.
2. The Redding Fire Department will coordinate and schedule on-going Rescue Systems 1 maintenance of skills training for Rescue Systems 1 qualified personnel who have been accepted into the program.
3. The training schedule for the year will be established no later than October 1 of the previous year.
4. Considering the availability of Rescue Systems 1 qualified instructors, training dates will be distributed as evenly as possible, allowing equal opportunity to all three shifts.
5. At a minimum, there will be two sessions of training offered each year, with each of the sessions covering all four (4) disciplines (Rope/Low Angle Rescue, Ladder Rescue Systems, Emergency Building Shores and Heavy Objects/Breaching and Breaking).

- a. Session 1 will occur during the following months:
 - February
 - March
 - April
 - May

 - b. Session 2 will occur during the following months:
 - September
 - October
 - November
 - December

 - c. Additional training opportunities may be offered on a voluntary basis.
6. Rescue Systems 1 maintenance of skills training will be conducted off duty.

 7. The Redding Fire Department will send a minimum of two (2) personnel per year and a maximum of four (4) personnel per quarter within a year to Rescue Systems 1 training until the maximum number of 35 personnel is reached within the program.

 8. The Battalion Chief of Training will be responsible for tracking and recording each member's training.

C. Procedures:

1. Rescue Systems 1 qualified personnel are authorized and encouraged to attend more than the minimum training requirement.

2. Maintenance of the callback list with regard to identifying Rescue Systems 1 trained personnel will be updated January 15 and July 15 of each year. In the event additional personnel become Rescue Systems 1 qualified, the callback list will be updated when the employee submits a copy of their California State Fire Training certificate to the Battalion Chief of Training.

3. This policy will be revisited on or about 15 days prior to the implementation of the new "Rescue Systems 1 Training Schedule" that occurs on October 1 of each year.

Attachments:

- Example – Rescue Systems 1 Training Schedule
- Appendix A – Rescue Systems 1 Program Eligibility

SUBJECT:	Rescue Systems 1 (RS1) Program and Program Eligibility		
SOP NUMBER:	7.4	EFFECTIVE/REVISION DATE:	04/08/16
			Page 2 of 2

EXAMPLE
SOP TRAINING 7.4

2016 Rescue Systems 1 Training Schedule

Session #1

February – 18 & 19

Heavy Objects/Breaching & Breaking (Station #6 Training Grounds: 0830 - ?)

March – 14 & 15

Emergency Building Shores (Location TBA: 0830-?)

April – 18 & 19

Ladder Rescue Systems (Location TBA: 0830 - ?)

May – 11 & 12

Rope Rescue (Location TBA: 0830 - ?)

Session #2

September – 15 & 16

Rope Rescue (Location TBA: 0830 - ?)

October – 13 & 14

Ladder Rescue Systems (Location TBA: 0830 - ?)

November – 21 & 22

Emergency Building Shores (Location TBA: 0830 - ?)

December – 15 & 16

Heavy Objects/Breaching & Breaking (Station #6 Training Grounds: 0830 - ?)

NOTE: Training start and end time will be dictated by attendance, training content, and class location. Therefore, prior to the beginning of training, the training attendance roster will be completed, and an approximate training end time will be determined by those in attendance, and lunch accommodations will be determined based upon the approximate training end time (If training is projected to extend beyond the lunch hour, lunch will be provided by the Department).

APPENDIX A
SOP TRAINING 7.4
RESCUE SYSTEMS 1 PROGRAM ELIGIBILITY

1. Participation in the Rescue Systems 1 (RS1) program is voluntary.
2. The Redding Fire Department will maintain up to 35 (thirty-five) Rescue Systems 1 qualified personnel.
3. To be considered Rescue Systems 1 qualified, a member must have done one of the following:
 - a. Attended a California State Fire Training Rescue Systems 1 course and received a California State Fire Training certificate.
 - b. Be in possession of a California State Fire Training certificate for Rescue Systems 1, and have attended a minimum of one (1) training day for each discipline (Rope/Low Angle Rescue, Ladder Rescue Systems, Emergency Building Shores, Heavy Objects/Breaching and Breaking) in the previous 365 days.
4. Employees who do not make the minimum training requirement will not be considered Rescue Systems 1 qualified until they have attended training for the needed discipline.
5. If a Rescue Systems 1 qualified member has not attended any training in any Rescue Systems 1 discipline in a 365-day period, they will be removed from the program.
6. Should there be a vacancy in the program, it will be filled from an eligibility list established by the Redding Fire Department. Positions on the list will be filled in the following manner:
 - a. Employees will be placed on the eligibility list based on the order in which they apply after they have successfully completed the required training. Employees who complete the training on the same date and apply within seven (7) calendar days of that date, will have their eligibility position determined by their Redding Fire Department seniority date in accordance with IAFF Local 1934 MOU, Article 10.1, Seniority.
 - b. Employees are not required to maintain or refresh their certification to remain in their current position on the eligibility list.
 - c. Employees will be given eight (8) months to become Rescue Systems 1 qualified after receiving an offer from the Redding Fire Department to become a member of the Rescue Systems 1 program.
7. Employees assigned to the Rescue Systems 1 program shall participate in on-going training as outlined by this SOP.