

**ROSS VALLEY FIRE DEPARTMENT  
STAFF REPORT**

For the meeting of: July 9, 2014

To: Board of Directors  
From: Mark E. Mills, Fire Chief  
Subject: Chief's Update

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**RECOMMENDATION:**

For the Board's information

**FLEET**

All apparatus in service

**FACILITIES**

Station 18

Station 19

Station 20

Station 21

No significant changes or repairs are being made at this time.

**PERSONNEL**

A leadership seminar was presented by Howard Cross on July 7-9, 2014 at Station 19. Mr. Cross is a nationally renowned instructor from the National Fire Academy and specializes in leadership development. In addition to the National Fire Academy, Mr. Cross also provides leadership development to numerous Fortune 500 companies.

**ACTIVITIES**

**FIRE PREVENTION**

Resale Inspections	41
Construction Permits	35
Planning Applications	7
Fire Permits	9
Field Inspections	68

## Planned and coordinated Howard Cross Leadership Seminar

June 11 – Fire board meeting

June 20 – Battalion Chief reorganization meeting

June 20 – Post Incident Analysis meeting

June 20 – MMWD meeting for Fawn Drive Fire Flow Improvement Project

Battalion Chief Hanson attended:

Chief Mills attended:

June 10 Met with Retired BC McCarthy

June 10 Met with Rob Braulik, Debbie Stutsman, JoAnne Lewis, Carla Small, Katie Hoertkorn

June 10 Attended San Anselmo Town Council meeting

June 11 RVFD Board meeting

June 14 & 15 Worked at the Fairfax Festival

June 24 Met with labor representative Capt. Scott Porter

June 24 Attended San Anselmo Town Council meeting

June 25 Attended San Anselmo staff meeting

June 26 Attended FASIS Board meeting

June 27 Met with Todd Lando on vegetation management

July 1 Met with Retired Chief Meagor

July 2 Management Committee meeting

July 2 Fairfax Town council meeting

July 3 Met with David Coggeshall

July 7,8,9 Howard Cross leadership seminar

Wildfire season has officially arrived in Northern California as evidenced by the Butts Fire in Napa County. High temperatures, low humidity, winds, and low fuel moistures lead to exponential fire growth which quickly over-run local resource capabilities. As the initial Incident Commander (IC), anticipates the need for additional resources mutual aid is summoned from the closest providers. The Ross Valley Fire Department is a signatory of the California Master Mutual Aid Agreement and participates in the Office of Emergency Services (OES) engine program. As such, the Department is responsible for responding to mutual aid requests with the OES fire engine and personnel.

The Department is also responsible for providing supervision on a rotational basis for strike team assignments. A strike team is specific combination of the same kind and type of resources, with common communications, and a leader. The strike team leader is the incident command system (ICS) position responsible for supervising a strike team. The leader reports to a Division/Group Supervisor or Operations Section Chief. This position may supervise a strike team of engines (STEN), crews (STCR), dozers (STDZ), or tractor/plows (STPL). Currently, Chief Mills, Battalion Chief Hanson, and Battalion Chief Mahoney are in the rotation for the Department. The leader and engine matrix is attached.

Additionally, Chief Mills is a member of a Type II Federal Incident Management Team (IMT). An IMT is a comprehensive resource (a team) to either augment ongoing operations through provision of infrastructure support, or when requested, transition to an incident management function to include all components/functions of a Command and General Staff. A Type II Team consists of 44 standard positions, 14 trainees, and 26 alternates. Federal management teams consist of members from the U.S. Forest Service, local government, and retired U.S. Forest Service personnel. An IMT:

- Includes command and general staff members and support personnel
- Has statutory authority and/or formal response requirements and responsibilities
- Has pre-designated roles and responsibilities for members (identified and able to be contacted for deployment)
- Is available 24/7/365

Upon arrival, the IMT's Incident Commander (IC) will meet with the local IC and the Agency Administrator (County Executive, City Manager or Mayor, etc.) to determine what they desire/expect from the IMT, and to obtain any necessary delegation of authority. The incoming IC will then brief the rest of the incoming IMT about their role/expectations. The IMT will then integrate as requested into the current ICS structure.

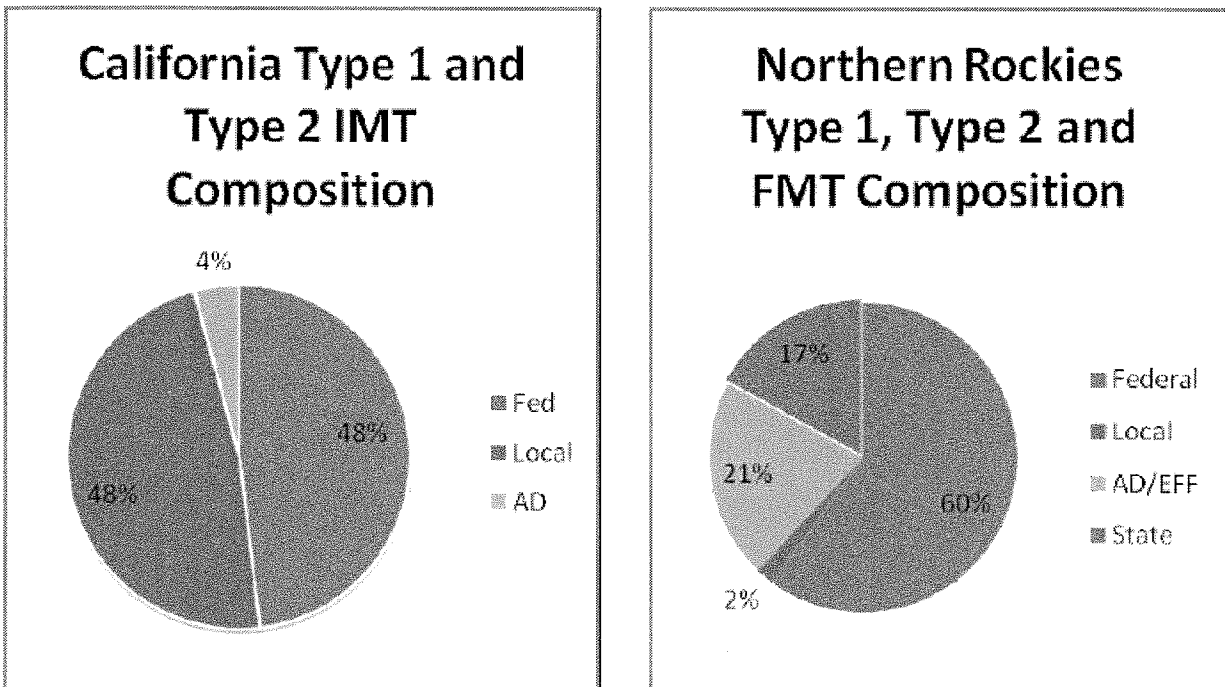


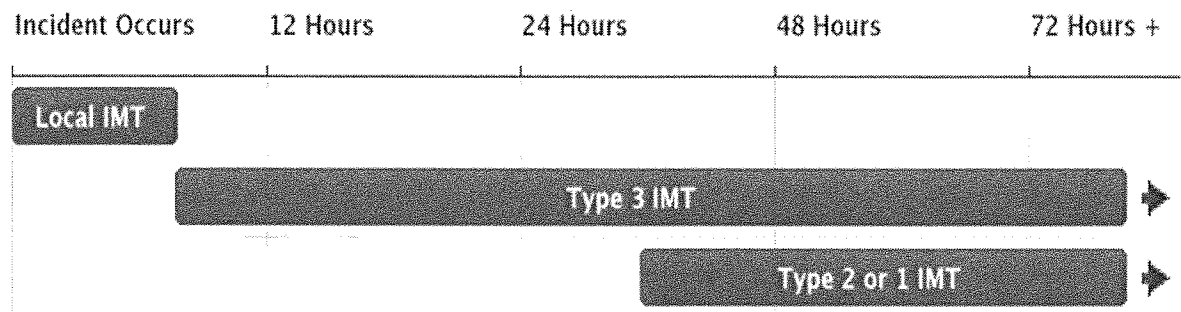
Figure 6. Distribution of participants by agency type during 2011

The Type II IMTs respond to a variety of different types of calls after local resources have been depleted or the incident has become too complex for local officials to mitigate.

### Type of Incidents

- Natural disasters, e.g., hurricanes, floods, tornadoes, fires etc.
- Terrorist incidents
- Train derailments, aircraft incidents, and other large/complex accidents
- Public event requiring the cooperation and joint participation of two or more agencies or jurisdictions
- Coordination of on scene operations
  - Management and coordination of efforts
  - Procedures for assigned functional areas
  - Development and modification of an incident action plan (IAP)

Typically, Type II Teams respond after local management teams (Type III teams) have exceeded their capacity or scope of work. A timeline showing the typical timeframes for response and operations of the different types of IMTs is shown below.



Chief Mills serves as a Division/Group Supervisor and a Liaison Officer on Southern California Team 1. The Division/Group Supervisor is the ICS organization level between the branch and the task force/strike team. Divisions are used to divide an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the span-of-control of the operations chief. The Liaison Officer is responsible for serving as the incident's point of contact for coordinating with agency representatives from assisting and cooperating agencies. The position reports to the Incident Commander and is a member of the Command Staff. This position typically has more assistants assigned.

Becoming a member of a federal management team takes years of training and numerous responses in order to complete a comprehensive task book to demonstrate all of the skills necessary for each position. Maintaining any qualification level for the National Wildfire Coordinating Group (NWCG) requires responding in the particular discipline at least annually. The teams have a set rotation whereby they are on call for two weeks at a time throughout the year. As the rotation progress, eventually the team is on a two hour call notice. This means that the team has two hours to begin its response to the incident, realizing that it takes up to twenty-four hours for all of the members to arrive and begin functioning. The team rotation is attached.

# XMR Strike Team Leaders and Engines

Effective: July 3, 2014 (This will not rotate until a strike team completes an assignment)

**UPDATED 7/3/14**



## Strike Team Leaders:

Shift: A		Shift: B		Shift: C	
<b>Strike Team Leader (Type I or III)</b>		<b>Strike Team Leader (Type I or III)</b>		<b>Strike Team Leader (Type I or III)</b>	
Leader:	Kelly Bradley : TIB Last: 8/21/2013	Leader:	Jeff Buscher : SNR Last: 6/11/2008	Leader:	Mike Hadfield : KNT Last: 8/12/2012
Alternate:	Paul Hager : CMD Last: 9/8/2013	Alternate:	Ed Lynch : TIB Last: 8/21/2013	Alternate:	St. John : MLV Last: 05/3/13
Trainee:	Jeff Rowan : SNR Last: 9/8/12	Trainee:	Tom Welch : MLV Last: 5/15/14	Trainee:	Dan Mahoney RVY Last:
<b>Next Due Strike Team Leader:</b>		<b>Next Due Strike Team Leader:</b>		<b>Next Due Strike Team Leader:</b>	
1:	Mark Mills : RVY Last:	1:	Jeff Veliquette : NOV Last: 11/23/2013	1:	Kenny Prete : CMD Last: 05/3/13
2:		2:	Matt Barnes : SOM Last: 8/21/13	2:	G. McCarthy: NOV Last: 5/3/13
3:		3:	Pete Davis : CMD Last: 7/3/14	3:	
4:	Jeff Allen : SOM Last: 8/13/2009	4:		4:	
<b>Next Due Trainee:</b>		<b>Next Due Trainee:</b>		<b>Next Due Trainee:</b>	
1:	Scott Barnes MLV Last:	1:		1:	J. Whittet: NOV Last: 7/3/14
2:	Jim Hanson : RVY Last: 8/12/2012	2:		2:	
3:	Dmitri Menzel : NOV Last:				
<b>Unavailable:</b>		<b>Unavailable:</b>		<b>Unavailable:</b>	

## Engines:

Type I Engines (all shifts)			Type III Engines (all shifts)		
ENG:	Novato	NOV	ENG:	San Rafael	SNR
ENG:	Tiburon	TIB	ENG:	Ross Valley	RVY
ENG:	Southern Marin	SOM	ENG:	Skywalker	SKW
ENG:	Larkspur	LRK	ENG:	Mill Valley	MLV
ENG:	Corte Madera	CMD	ENG:	Marinwood	MRW
<b>Unavailable</b>					

## Notes:

- 1) This will not rotate until a strike team completes an assignment.
- 2) New additions will be placed at the bottom of the rotation.
- 3) There is a single list for STEN's.
- 4) OES Engines SNR, MRN, KFD, RVY
- 5) Text with a ~~strike through~~ indicates temporarily unavailable. Please include a return date of avail in notes

# SoCal Type 2 Team Rotation 2014

**T1 Walker**

Chief Mills

**T2 Garwood**

**T3 Wakoski**

**JANUARY**

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**FEBRUARY**

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**MARCH**

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**APRIL**

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**MAY**

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**JUNE**

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**JULY**

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**AUGUST**

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**SEPTEMBER**

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**OCTOBER**

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**NOVEMBER**

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**DECEMBER**

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			