

Lake County Fire Service Standard Operating Guidelines

Mutual Aid Box Alarm System (M.A.B.A.S.) Procedures	SOG: 007 Effective Date: April 1, 2011 Approved: _____ President, Lake County Association of Chiefs of Fire Page 1 of 9
--	---

1.0 PURPOSE

- 1.1 To establish an orderly response of mutual aid to communities experiencing emergency incidents exceeding their response capabilities.
- 1.2 To provide a pre-planned response to the scene of a major emergency incident and to provide for backup apparatus/personnel in a stricken community's station(s) for a second incident.

2.0 DIVISIONS AFFECTED

- 2.1 All Fire Department personnel.
- 2.2 All Fire Dispatch personnel.

3.0 RESPONSIBILITY

- 3.1 All Officers are responsible to comply with and ensure that personnel under their command are adequately trained, fully understand, and comply with this guideline.
- 3.2 All members have the responsibility to learn and follow this guideline.
- 3.3 All Fire Dispatch personnel have the responsibility to learn and follow this guideline.

4.0 ORGANIZATION

- 4.1 The primary MABAS Dispatch Center is located at the Mentor Fire Department Communications Center.
- 4.2 The backup MABAS Dispatch Center is located at the Emergency Operations Center (EOC) — "CENTRAL DISPATCH".
- 4.3 Governing MABAS is a Committee, appointed by the President of the Lake County Association of Chiefs of Fire; and made up of the Chairman and six other participating Lake County Fire Chiefs. East and West end departments shall be equally represented.
- 4.4 The MABAS Committee recommends standards for use by participating departments.

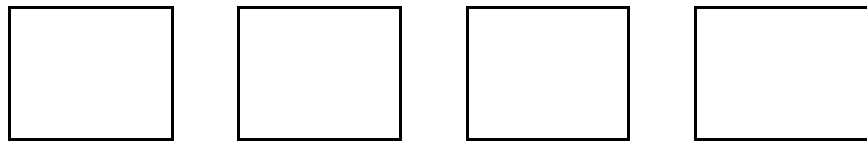
- 4.5 The Lake County Fire Chiefs adopt or reject guidelines/procedures.
- 4.6 The MABAS Committee shall critique all MABAS calls to ensure guidelines/procedures are being followed, and to identify needed updates/revisions to the critique format. (Exception: 1st Alarm Boxes may be informally reviewed)

5.0 THE BOX

(See Addendum A)

- 5.1 Boxes are developed by each department based on the following information:
 - A. The level of hazard (low, medium, high).
 - B. The available water supply (from good to poor to none).
 - C. The life hazard (nursing homes, hospitals, assembly).
 - D. The proximity of mutual aid companies.
- 5.2 For departments with large areas, boxes are divided into zones to determine who is closest to that area, using the closest company first.
- 5.3 Boxes for special hazards can be developed.
- 5.4 MABAS Box format — Each form used in MABAS is uniform in design:
 - A. Top right hand corner = Box Number and Type.
 - B. Top left hand corner = Department, Staging Area, and Effective Date.
 - C. Down the left side are listed alarm levels.
 - D. Down the second column from the left are the Departments requested to respond.
 - E. Down the third column from the left are assignments which include vehicles, and in some cases the location to report to.
 - F. Auto Aid included in first alarm is to be identified in bold.

5.5 Box Card Example



CITY

CITY

ZONE

TYPE

Type Codes:	0	Target
	1	Residential (low)
	2	Medium
	3	High
	4	Specialized Rescue (i.e., high water, dive, ice, fast water, trench, high angle, confined space)
	5	Wildland/grass
	6	Multi-victim Medical/Fire
	7	HazMat
	8	Tanker
	9	Medical

6.0 APPARATUS DEFINITIONS/STAFFING LEVELS

6.1 Definitions

- A. **Engine (ENG):** Combination vehicle — pumper and hose/equipment meeting NFPA Standard 1901.
- B. **Engine/Squirt (SQT):** Same as above with the addition of a 50'+ boom/master stream.
- C. **Tanker (TNK) [NIMS – Tender]:** The minimum capacity for a Tanker / Tender is 1,000 gallons
- D. **Truck (TRK):** Aerial ladder with equipment capable of salvage, rescue, ventilation, and water tower operation. E. **Tower (TWR):** Aerial ladder/platform with equipment capable of rescue, ventilation, and water tower operation.
- F. **Snorkel (SNK):** Articulating boom aerial platform with equipment capable of rescue, ventilation, and water tower operation.
- G. **Rescue (RES):** Vehicle equipped with rescue tools, air masks, and spare tanks.
- H. **Squad (B.L.S.):** Ambulance (EMS unit) capable of basic life support.
- I. **Medic (A.L.S.):** Ambulance (EMS unit) capable of advanced life support.
- J. **Special Equipment:** i.e., lights, foam apparatus, heavy-earth-moving equipment, Salvation Army van, Red Cross Disaster Team, etc.
- K. **ARFF** — Airport crash rescue vehicle capable of foam and/or dry chemical operations.

6.2 Staffing recommendations.

	<u>Unit Type</u>	<u>Minimum</u>	<u>Maximum</u>
A.	Engine	3 (prefer 4)	7
B.	Engine/Squirt	3 (prefer 4)	7
C.	Tanker	2	5
D.	Truck	4	7
E.	Tower	4	7
F.	Snorkel	4	7
G.	Rescue	3	7
H.	Squad	2 EMT-A	4
I.	Medic	1 EMT-P; 1 EMT-A	4

6.3 See Addendum B “Vehicle Numbering”

7.0 HOW THE SYSTEM WORKS

7.1 When Command observes that an emergency will exceed the personnel and/or apparatus capabilities of the Host Department, a MABAS should be requested.

7.2 Command should include the following information when requesting MABAS:

- A. Name of Department requesting aid
- B. Box alarm number
- C. The level of alarm
- D. Radio talk group
- E. The location of the staging area (advise if Level I staging) or station to be filled.

Mentor Fire Dispatch may be notified on Mentor's 800 MHz channel or through the local fire department's dispatch center.

7.3 The MABAS Dispatch

- A. Upon receiving a request, the dispatcher shall turn to the appropriate page in the MABAS book and check the request.
- B. Dispatch will transmit on Band 1 (46.14) the MABAS tone two (2) times. After the tone has cleared, the dispatcher shall announce the message in the following manner:

"Attention all Lake County Fire Departments.

Mentor Fire is transmitting (name of community),
(Box number), (Level) alarm with the staging area at
(location). The operating talk group is ____.

Departments due to respond are: (names of departments),
acknowledge." (Note: Dispatch must also identify a staging Tac talk group
if Tac-5 is already in use at a previous incident.)

- C. Departments due to respond on the particular alarm shall answer the Dispatch Center in the order as listed on the box alarm page. The Dispatcher will log the department's acknowledgement or their inability to respond.

NOTE: Responding departments will alert their respective stations in the order communities are listed in the alarm level. However, unnecessary delays will not occur in the transmitting of alerting tones.

- D. In the event that a requested department cannot respond, the Dispatcher will call the next department listed to provide this particular type of equipment in the next highest alarm. Notification of fill-in companies should be made by telephone so that other responding departments may use the radio frequency to transmit alerting tones.

- E. Departments will notify their respective dispatch center that they are responding and promptly switch to the assigned fleet. They will notify the community requesting aid of their arrival at the staging area. This "on scene" notification will preferably be accomplished by verbal contact with the Staging Manager – Level II staging uses TAC 5.

NOTE: In the event no Staging Manager has been assigned, the first arriving unit's Officer shall assume the Staging Manager position and should notify Command of their status.

- F. Whenever the dispatcher has filled out the alarm assignment, the Incident Commander shall be notified that the box alarm is in.
- G. Dispatch will inform Command of any deviations in the box request, such as one department filling for another department. Whenever possible, information shall be given to Command in a "one-time" broadcast.
- H. To reduce radio traffic all responding departments should obtain directions before they leave quarters.
- I. If after Dispatch acknowledgment, a company is unable to complete its assignment, the respective Dispatch Center shall notify Mentor Fire Dispatch. The Dispatcher will automatically call the next due company(s) to fill the vacancy.

7.4 Back-Up Dispatch

- A. Should Mentor Dispatch become inoperable, or due to heavy call volume be unable to handle a MABAS request, Central Dispatch has been designated as the alternate MABAS dispatch center. All MABAS requests will be routed through Mentor Dispatch who will make the determination when an alternate dispatch center is to be used.

7.5 Multiple Alarms

- A. If a department is working a MABAS alarm, and another incident happens in the same community requiring MABAS usage, Mentor will dispatch the level of alarm requested for the box number of the new location. If neighboring departments have already sent a unit to the scene of the original fire, Mentor Dispatch will use greater alarm assignments to fill.
- B. If simultaneous MABAS calls occur in neighboring communities, Mentor Dispatch will fill using greater alarm assignments as necessary.

- C. Fire Ground Commanders should use department and/or geographical locations to identify themselves.

EXAMPLE: "Great Lakes Mall Command"
"Ricerca Command"
"LakeWest Command"
"Willoughby Vine Street Command"
"Eastlake Vine Street Command"
"Willowick Vine Street Command"

7.6 Multiple Alarm Levels

- A. Alarms should be requested in numerical order, however, simultaneous alarm levels may be combined into a single request.
- B. Once the initial alarm(s) are requested, Incident Command should attempt to wait until the box is in before requesting greater alarms.
- C. If you want 1st alarm assignment and trucks from 2nd and 3rd alarms, state, "1st alarm assignment and trucks to the 3rd. alarm."

8.0 SCENE REQUIREMENTS

- 8.1 The use of the Incident Management System (IMS) is required at all MABAS incidents. The Command vehicle shall display a flashing green light.

- 8.2 Use of identification vests is required at all MABAS incidents.

Lake County Association of Chiefs of Fire has adopted the following vest colors:

Command Staff White
Safety Officer Green
Medical Blue
All other Fluorescent Orange

- 8.3 An Incident Safety Officer shall be designated at all MABAS incidents. The Safety Group size will be determined by the size and scope of the emergency. (Reference SOG 004)

- 8.4 A Personnel Accountability System shall be established at all MABAS incidents (References SOG 009).

- 8.5 Rapid Intervention Crews / On Deck shall be established at MABAS incidents. (References SOG 010)

- 8.6 At least one staffed medic unit dedicated to firefighting personnel shall be provided at all MABAS incidents. (Rehab SOG 006)

- 8.7 Additional alarms shall correspond to the first alarm level indicated for the particular

type of hazard, with exception of Auto Aid. (Specialized rescue is exempt)

- 8.8 If possible, MABAS crews arriving at the scene should remain intact throughout the incident.
- 8.9 Mentor Fire Dispatch will send an alpha page / text message to all Lake County Chiefs and their designated officers advising of the MABAS location and nature. Chiefs may opt in or out of this notification.

9.0 DEPARTMENT "COLOR CODES"

- 9.1 The following color codes were adopted by the Lake County Association of Chiefs of Fire on May 4, 1983:

Concord	yellow/green
Eastlake.....	blue
Fairport Harbor.....	white/yellow
Grand River	red/orange
Kirtland.....	white/orange
Leroy.....	orange/black
Madison	orange
Mentor	white
Mentor on the Lake	black/white
Painesville City	green
Painesville Twp.....	red
Perry Twp.....	white/blue
Wickliffe.....	red/green
Willoughby	red/white
Willoughby Hills.....	white/green
Willowick	red/yellow
Lubrizol	yellow

- 9.2 It is recommended that if a Department wants to have a color to denote a particular apparatus or station; use a wide stripe for the city color and thin stripes for the apparatus station color.

Addendum A

High-hazard occupancies (schools, hospitals, nursing homes, explosives plants, refineries, high-rise buildings, and other high life hazard or large fire potential occupancies)

At least 4 pumpers, 2 ladder trucks (or combination apparatus with equivalent capabilities), 2 chief officers, and other specialized apparatus as may be needed to cope with the combustibles involved; not fewer than 24 fire fighters and 2 chief officers. Extra staffing of units first due to high-hazard occupancies is advised. One or more safety officers and a rapid intervention team(s) are also necessary.

Medium-hazard occupancies (apartments, offices, mercantile and industrial occupancies not normally requiring extensive rescue or fire-fighting forces)

At least 3 pumpers, 1 ladder truck (or combination apparatus with equivalent capabilities), 1 chief officer, and other specialized apparatus as may be needed or available; not fewer than 16 fire fighters and 1 chief officer, plus a safety officer and a rapid intervention team.

Low-hazard occupancies (one-, two- or three-family dwellings and scattered small businesses and industrial occupancies)

At least 2 pumpers, 1 ladder truck (or combination apparatus with equivalent capabilities), 1 chief officer, and other specialized apparatus as may be needed or available; not fewer than 12 fire fighters and 1 chief officer, plus a safety officer and a rapid intervention team.

Rural operations (scattered dwellings, small businesses, and farm buildings)

At least 1 pumper with a large water tank [500 gal (1.9m³) or more], one mobile water supply apparatus [1,000 gal (3.78m³) or larger], and such other specialized apparatus as may be necessary to perform effective initial fire-fighting operations; at least 12 fire fighters and 1 chief officer, plus a safety officer and a rapid intervention team.

Addendum B

Existing Lake County Vehicle Numbering System

Dept. #	Station	Station	Type of Unit
---------	---------	---------	--------------

- 0 Chief
- 1 Officer
- 2 Squads
- 3 Engines
- 4 Engines
- 5 Engines
- 6 Special Units
- 7 Grass Units/Utility
- 8 Tankers/Tenders
- 9 Ladders