

Section 3

Capability Identification Requirements

Planning Process---Requirement §201.6(b):

An open public involvement process is essential to the development of an effective plan.

Documentation of the Planning Process---Requirements §201.6(b):

In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:

(3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

- Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?

Assessing Vulnerability: Analyzing Development Trends---Requirement §201.6(c)(2) (ii)(C):

[The plan **should** describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.

- Does the plan describe land uses and development trends?

SECTION 3

REGION 5 HAZARD MITIGATION PLAN GRAHAM FIRE & RESCUE CAPABILITY IDENTIFICATION SECTION

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Legal and Regulatory

Table 3-1 Legal and Regulatory

Regulatory Tools (Ordinances and Codes)	Yes or No
<u>Jurisdiction Capabilities</u>	
Agreements:	
Automatic Aid Agreements	Yes
Mutual Aid Agreements	Yes
Burn Permits	Yes
Consolidations and Mergers	Yes
Eminent Domain	Yes
Enforce Burn Bans	Yes
<u>Regional Capabilities</u>	
Pierce County Codes	Yes
Pierce County Planning Regulations	Yes
Puget Sound Clean Air Agency	Yes

Administrative Capability

Table 3-2 Administrative Capability

Administrative Tools (Agency, Departments and Programs)	Yes or No
<u>Jurisdiction Capabilities</u>	
Address Number Program	Yes
Annual Reports	Yes
Chaplaincy	Yes
Citizen CPR/First Aid Training	Yes
Citizen Smoke Detector Program	Yes
Commercial Business Inspection Program/Residential Inspections	Yes
Critical Incident Stress Debriefing	Yes
District Website	Yes
Gate Installation Inspections	No
Hazardous Materials Training	Yes
Rapid Entry Systems (Knox Box)	Yes
Recruit Training	Yes
Special Operations	Yes
Standards of Coverage: House Bill 1756	Yes
<u>Regional Capabilities</u>	
Communities in Schools	
Dispatch Agency/9-1-1/Firecomm	Yes
Firefighter's Union	Yes
Lahar Warning System	Yes
Local Business Associations	Yes
Local Chamber of Commerce	Yes
Local Gas Companies	Yes
Local News Media	Yes
Local Power Companies	Yes
Local Water Purveyors	Yes
Pierce County Codes	Yes
Pierce County Commissioners Association	Yes
Pierce County DEM Portal	Yes
Pierce County Department of Emergency Management	Yes
Pierce County Explorer Search and Rescue	Yes
Pierce County Fire Chiefs Association	Yes
Pierce County Fire Prevention Bureau	Yes
Pierce County Lahar Evacuation Program	Yes
Pierce County Library System	Yes
Pierce County Neighborhood Emergency Team (PCNET)	Yes
Pierce County Planning and Land Services	Yes

Table 3-3 Administrative Capability (Con'd)

Administrative Tools (Agency, Departments and Programs)	Yes or No
Regional Capabilities	
Pierce County Public Works	Yes
Pierce County Sheriff's Department	Yes
Pierce County Tactical Operations Manual	Yes
Pierce County Transportation Program	No
Pierce County WARN	Yes
Pierce County Water Programs (surface water)	Yes
Pierce Transit	Yes
Puget Sound Energy	Yes
Puyallup Tribe Police Department	No
Student Threat System (Pierce Responder)	Yes
Tacoma Pierce County Health Department	Yes

Technical Capability

Table 3-4 Technical Capability

Technical Tools (Plans and Other)	Yes or No
<u>Jurisdiction Capabilities</u>	
After Action Reports	Yes
Continuity of Government Plan (COG)	Yes
Continuity of Operations Plan (COOP)	Yes
Pre-Fire Planning	Yes
Reviewing Construction Plans for Buildings	Yes
Shelter Planning	No
Standard Operating Guides/Procedures	Yes
<u>Regional Capabilities</u>	
“Funding Alternatives for Fire and Emergency Services”	No
“Guide to Federal Resources for Emergency Services Departments”	No
Pierce County Chief’s Mass Casualty Incident Plan	Yes
Pierce County Comprehensive Emergency Management Plan	Yes
Pierce County CountyView GIS	Yes
Pierce County Fire Service Emergency Resource Plan	Yes
Pierce County HIVA	Yes
Pierce County Master Mutual Aid Plan	No
Pierce County Flood Loss Plan	No
“Reimbursement for Firefighting on Federal Property”	No

Fiscal Capability

Table 3-5 Fiscal Capability

Fiscal Tools (Taxes, Bonds, Funds and Fees)	Yes or No
<u>Jurisdiction Capabilities</u>	
TAXES:	
EMS Levy	Yes
Fire Protection Levy	Yes
Special Tax and Revenue Bonds	Yes
Timber Tax	Yes
BONDS:	
General Obligation Bonds	Yes
Councilmatic Bonds	Yes
FUNDS:	
Contractual Services	Yes
Fire Benefit Charge	No
L.I.D. Capability	Yes
FEES:	
Fees for Services	Yes
“In Lieu of” Fees	Yes
<u>Regional Capabilities</u>	
Firefighting.com – Grant headquarters	Yes
Grants.gov – Electronic storefront for Federal grants	Yes
Pierce County Assessor-Treasurer	Yes

Specific Capabilities

Table 3-6 Specific Capabilities

Jurisdiction Specific Capabilities
<u>Legal & Regulatory</u>
Lid Lift
<u>Administrative & Technical</u>
Graham Business Association
Graham Community Association
Graham Advisory Board
Local Library
Emergency Housing Program
Graham Strategic Plan
Local homeowner’s Association
Post-High Incident Response Load Event Reports (HIRL)
<u>Fiscal</u>
Graham Fire and Rescue Strategic Plan (fire district specific)
LID Capability

NOTE: Please see list of Standard Operating Guides attached to this document.

INDEX OF OPERATING GUIDES – GRAHAM FIRE & RESCUE

OI #	Description	Revised Date
OI 100	Policy Writing	08/09/04
OI 101	Organization Chart	08/09/04
OI 102	Job Description	08/09/04
OI 103	Sexual Harassment	01/08/03
OI 104	Chaplaincy Program	12/13/04
OI 105	District Credit Card Use	05/10/00
OI 106	Sick Leave – Non Union	05/10/00
OI 107	Maternity Leave	03/10/04
OI 108	Leave of Absence Without Pay	12/13/04
OI 109	Paternity Leave	03/10/04
OI 110	Volunteer Reimbursement	11/05/03
OI 111	Internal Communications	09/12/05
OI 112	Filing System	
OI 113	Per Diem For District Personnel	03/14/05
OI 114	Grievance Procedures	03/10/04
OI 115	Volunteer Duty Program	
OI 116	Volunteer/Resident Recruitment	
OI 117	Volunteers/Support Service	
OI 118	Petty Cash Fund	02/12/03
OI 119	Education Fund Distribution	
OI 120	Phone Communications	03/10/04
OI 121	Resident/Volunteer Program	10/11/04
OI 122	Whistleblower Act	03/10/04
OI 123	Overtime/Callback	08/22/01
OI 124	Not Used At This Time	
OI 125	Driving Authorization	
OI 126	Return to Work	04/12/00
OI 127	Training Apprentice Personnel	
OI 128	Volunteer Response Guideline	04/12/00
OI 129	Employee and Citizen Recognition and Awards	05/24/07
OI 130	Military Leave	02/25/04
OI 131	Pregnant Firefighter	08/09/04
OI 132	Family & Medical Leave Act	12/13/04
	Washington Family Care Act	
OI 133	Employee Performance Evaluation	08/28/06
OI 134	Account Payables	11/28/05
OI 135	Code of Conduct	05/08/06
OI 136	Sick Leave and Return to Work	09/11/06
OI 137	Equal Employment Opportunity	05/14/03

INDEX OF OPERATING GUIDES – GRAHAM FIRE & RESCUE

OI #	Description	Revised Date
OI 201	Safety Regulations	
OI 202	Hazard Communication	01/10/05
OI 203	Physical Exams	10/11/04
OI 204	Hearing Protection	11/26/03
OI 205	Infectious Exposure & Control Program	01/14/08
OI 206	Tobacco Ban	
OI 207	Office Safety	
OI 208	Physical Training	05/24/07
OI 209	Accident Review Board	03/12/03
OI 302	Vehicle Maintenance Repair & Tracking	05/24/00
OI 303	Staff/Command Vehicle Usage	12/22/05
OI 321	Self-Contained Breathing Apparatus	
OI 322	First Aid Kits and EMS Supplies	
OI 323	Ladder and Maintenance Safety	
OI 324	Not Used At This Time	
OI 325	Ambulance Restocking	
OI 326	Return From Use For Travel Trailer	
OI 327	Surplus Property & Equipment	08/23/04
OI 328	Small Tools & Minor Equipment Inventory	08/23/04
OI 329	Capital/Fixed Assets	08/23/04
OI 401	Ambulance Policy & Protocols	
OI 402	Communicable Diseases – Replaced by OI 205	12/10/03
OI 403	Communication Log	
OI 404	Motor Vehicle Accident or Car Vs Pedestrian	
OI 405	In-House Medical Aid Calls	
OI 406	Earthquake Policy	
OI 407	Pre-designated Landing Sites	
OI 408	EMT Auto-Defibrillator	
OI 409	Communicable Disease Protection – Replaced by OI 20	12/10/03
OI 410	Controlled Drug Log	
OI 411	Rapid Intervention Teams	05/08/02
OI 412	General Alarm Response	03/08/00
OI 413	Ride Along	11/28/05
OI 414	Support Service Vehicle Response	05/10/00
OI 415	Station Disaster Plans	
OI 416	Acceptance/Transfer of Newborns & Other Children	06/26/02
OI 417	Child Abuse/Neglect	06/26/02
OI 418	Wildland Protective Clothing	08/27/03
OI 420	Incident Command and IMS	03/24/04
OI 421	Decision Making Process	05/08/06
OI 451	Purchase order	08/28/02
OI 452	Use of Computer	06/09/04
OI 453	Hydrant Flow Testing and Documentation	

INDEX OF OPERATING GUIDES – GRAHAM FIRE & RESCUE

OI #	Description	Revised Date
OI 454	Transport Billing	
OI 455	Use of Fax Machine	
OI 456	Agreement for Training Costs	05/14/03
OI 457	Communications	
OI 458	Time Reporting	
OI 459	Use of Internet & E-Mail Systems	09/11/02
OI 460	Occupancy Previews	08/23/00
OI 461	Vehicle Lockout	08/27/03
OI 462	Flag Policy	10/22/02
OI 463	Citizen CPR and First Aid Courses	02/12/07
OI 464	Testing and Replacing Residential Smoke Alarms	04/28/04
OI 501	Disciplinary Action	09/12/05
OI 601	Grooming	04/23/03
OI 602	Uniform Dress Code	04/25/05
OI 700	Access To Public Records	12/10/03
OI 701	Not Used At This Time	
OI 702	Daily Log	
OI 703	Draft Board of Commissioner Minutes	06/09/04
OI 704	Copy Machine Duplicate Copy Fees	01/08/03
OI 705	Confidentiality/Patient Information	04/09/03
OI 706	Security Levels/Access Protected Health Information (PHI)	04/09/03
OI 707	Patient Access, Amendment and Restriction On Use Of Protected Health Information (PHI)	04/09/03
OI 708	Designated Record Sets	04/09/03
OI 709	Notice of Privacy Practices	04/09/03
OI 1201	Medical Aid Training and Certification	
OI 1202	Critical Incident Stress Debriefing	
OI 1203	Fitness Program	
OI 1204	Training Education Selection Requirements	04/12/00
OI 1205	Training Leave Use	01/26/00