



**EASTERN IDAHO FIRE CHIEFS ASSOCIATION  
2024 ANNUAL OPERATING PLAN**

**Q U I C K   G U I D E**

This document serves as a “Quick Guide” to the Eastern Idaho Fire Chiefs Association Operating Plan. Please refer to the entire plan for more specific information. The purpose of the operating plan is to increase safety, enhance communications, establish minimum training qualifications, establish minimum personal protective equipment, and establish apparatus minimum standards during interagency incidents.

## **EIFCA STANDARDS**

Training and Qualifications: It is recognized and agreed upon that the ultimate goal of EIFCA is that all agencies work toward meeting the training and qualification requirements and standards set forth by the International Fire Services Accreditation Congress (IFSAC), the National Wildfire Coordinating Group (NWCG and PMS 310-1) and the Idaho State Emergency Medical Services Bureau (ISEMSB). All responders should also complete I-100 and I-700 for familiarization with the Incident Command System.

Physical Fitness: The goal of EIFCA is to have all agencies meet the minimum standard for physical fitness. Firefighters are to complete the Arduous Work Capacity Test (the Pack Test) or Physical Agility Test equivalent to the Combat Challenge.

Personal Protective Equipment (PPE): All responders will wear appropriate PPE for the assignments which they accept. This includes EMS, wildland fire, structural fire and HazMat. For wildland fire, this includes fire-resistant pants and shirt, hard hat with chin strap, leather gloves, fire shelter and leather boots. Chaps, and hearing and eye protection are also recommended as needed. Personnel not properly equipped with appropriate PPE will be released from engagement and will be reassigned to other support functions or released from the incident.

Engine Typing and Equipment Standards: EIFCA agencies will, to the best of their ability, equip their apparatus according to the Idaho Surveying and Rating Bureau, IFSAC, ISEMSB and NWCG recommendations and standards. Agencies will "Type" their equipment according to FEMA and NWCG standards. Minimum standards for personnel, equipment, and capacities will be met consistent with the typing charts located in the Interagency Standards for Fire and Fire Aviation Operation (Red Book) listed below. Resources are to be self-sufficient for 24 hours, i.e., MREs, drinking water, etc.

Communications: Ensure radios are programmed according to the EIFCA communications plan so personnel can communicate with command and tactically with division supervision.

Apparatus Identification/Naming Convention: A five-character unit identifier is used for all apparatus. Example: Teton E611. This identifier says the unit is from Teton, is a Type 6 engine, located at Station One and is the first engine of that typing. A four-character unit identifier can also be used. Example: Madison E41 says the unit is from Madison, is a Type 4 engine, and is the first engine of that typing.

Request for Mutual Aid: Order resources per approved dispatching procedures of each entity. Calling neighboring Chiefs one at a time is not efficient and is not recommended. Please thoroughly read the EIFCA/MUTUAL AID FIRE CALL-OUT PROCEDURES in this document and refer to the "Request Form."

Staging Area: The requesting agency has the responsibility to provide a Staging Area where incoming resources can check in, receive a briefing, be given an assignment, and establish good communications before engaging the fire.

Incident Management Considerations: Determine jurisdiction(s), notify appropriate dispatch, request mutual aid early as needed, establish command; consider Cost Share Agreement, keep good records, track resources on the fire, ensure/order proper leadership.

Initial Attack Fire Size-Up: Fill out the Initial Attack Incident Organizer on every fire to ensure proper documentation and to improve the organizational abilities and awareness of the IC.

## **EIFCA/MUTUAL AID FIRE CALL-OUT PROCEDURES**

WHEN ANY EIFCA AGENCY RECEIVES A SMOKE REPORT NEAR ANY JURISDICTIONAL BOUNDARIES BETWEEN AGENCIES, AND RESOURCES ARE SENT, THE RESPECTIVE DISPATCH CENTERS WILL BE CONTACTED WITH THE LOCATION OF THE REPORT AND RESOURCES THAT WERE SENT.

Upon confirmation of a wildland fire, the Incident Commander or initial responding units will decide if further assistance is needed from EIFCA agencies. In general, err on the side of caution and order adequate resources to ensure prompt control and suppression of wildfires. If an EIFCA fire is declared the following steps will be taken:

1. An EIFCA fire is declared by the Incident Commander of an incident by calling their respective dispatch center with an estimate of resource needs by resource type and total numbers needed by type.
2. The Incident Commander will designate a Staging Area and Staging Area Manager for all incoming resources to report to for check-in, briefing, and assignment prior to engaging the fire. Depending on the situation, the Incident Command Post and Staging area may be in the same or different locations.
3. Madison County Dispatch (208) 372-5001 is the primary dispatch to contact for EIFCA/Mutual Aid requests IF your dispatch needs assistance. Jefferson County Dispatch (208) 745-9210 will be a backup to Madison. The following information will need to be exchanged:
  - a. Incident Name
  - b. Incident Commander
  - c. Staging area location and contact
  - d. Frequency to be used
  - e. Number and type of resources that the IC is requesting (are additional Overhead needed to manage ordered resources?)
  - f. Identify best route to staging area
  - g. If needed, identify a time to meet in the staging area
  - h. Notify the requested resource if they will be performing Initial Attack
4. Resources are most efficiently ordered by using the traditional means of paging the resource out through the approved dispatching procedures of each entity. Calling neighboring Chiefs one at a time is not efficient and is not recommended.
5. The responsible dispatch center will confirm with the Incident Commander the number and type of resources en route from each unit and their ETAs to the incident staging area.
6. If the fire is entirely within the jurisdiction of one agency, that agency will retain overall command of the incident. However, due to communications issues with different frequency bands being used between agencies, EIFCA Fires are managed similar to a unified command situation. A command representative of each agency involved may need to remain at ICP or travel together to maintain communications between all agencies and resources.



**EASTERN IDAHO FIRE CHIEFS ASSOCIATION  
MUTUAL AID REQUEST FORM - 2024**

Madison Dispatch: (208) 372-5001 (Primary EIFCA Dispatch)  
Jefferson Dispatch: (208) 612-6090 (Secondary EIFCA Dispatch)

Incident Information	
Incident Name:	Incident Commander:
Staging Area Address/Location:	
Staging Area Contact Name and Number:	
Time needed:	
Command 700 Zone & Channel:	Tactical 700 Zone & Channel:
Command VHF Frequency:	Tactical VHF Frequency:
Initial Attack? Yes or No	Land Ownership: Private or Federal

Rapid Resource Request					
Task Force of <b>Wildland</b> Engines			Task Force of <b>Structure</b> Engines		
Type	Filled By	ETA Staging	Type	Filled By	ETA Staging
Eng # _____			Eng # _____		
Eng # _____			Eng # _____		
Eng # _____			Eng # _____		
Eng # _____			Eng # _____		
Eng # _____			Eng # _____		
Water Tender			Water Tender		
Overhead			Overhead		
Name/Cell:			Name/Cell:		
Overhead			Overhead		
Name/Cell:			Name/Cell:		

Overhead = Leadership

Rapid Resource Request - Other					
Task Force of <b>Law Enforcement Officers</b>			<b>Other: EMS, Ladder Truck, Light Tower etc.</b>		
Type	Filled By	ETA Staging	Type	Filled By	ETA Staging
LEO					
LEO					
LEO					
LEO					
LEO					
Overhead			Overhead		
Name/Cell:			Name/Cell:		
Overhead			Overhead		
Name/Cell:			Name/Cell:		