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|  | **Kitsap County Technical Rescue Team**  Polices and Guidelines | |
| **Title: 1.1, Establishment,  *Version 1.0*** | | **Section/Topic: Administration** |
| **Effective Date: May 7th, 2018** | | **Classification: Policy** |

**Purpose**

To establish a Kitsap County Technical Rescue team and its manner of acting, in accordance with the Technical Rescue Mutual Aid Interlocal Agreement filed November 27th, 2017, as well as to establish membership rules for the same.

**Scope and Applicability**

This policy applies to the Kitsap County Technical Rescue Team, its members and member organizations insofar as it may apply to joint technical rescue operations and interagency cooperation.

**Definitions**

**Policy**

Introduction

1. Consistent with the Kitsap County Technical Rescue Mutual Aid Interlocal Agreement (ILA), the member agencies have established a Kitsap County Technical Rescue Team (KCTRT)
2. Consistent with the ILA, Central Kitsap Fire & Rescue (CKFR) is named as the lead agency for the KCTRT.
3. The purpose of the KCTRT is to provide technical rescue services meeting the requirements of NFPA 1006 and 1670 in the following fields to member and non-member agencies:
   1. Trench Rescue
   2. Rope Rescue
   3. Structural Collapse Rescue
   4. Confined Space Rescue
   5. Other situations for which personnel have been specially trained
4. The KCTRT is in no way intended to override or replace in any fashion the power and authority of the Kitsap County Sheriff’s Office (KCSO) with respect to search and rescue activities.
5. The KCTRT and its member agencies further recognize the authority of KCSO in regards to water rescue
6. The KCTRT is in no way intended to supersede the authority of any individual agency nor to alleviate such agency’s rights and responsibilities as the Authority Having Jurisdiction.
7. In all instances, the requesting agency shall retain all rights and responsibilities as the Authority Having Jurisdiction.

Organizational Leadership and Team Management

1. In accordance with the ILA, the following entities and individuals shall maintain control and responsibility for the KCTRT:
   1. The Kitsap County Fire Chief’s Executive Board (“Policy Board”)
      1. Responsible for formulating goals, policy, procedures, establishing annual budgets, and acquiring, holding, and disposing of any real or personal property purchased to implement the ILA.
   2. The Kitsap County Operations Chiefs (“Operations Board”)
      1. Responsible for operational guidance and issues involved in the implementation of the ILA
   3. The Lead Agency
      1. Responsible for the day to day operations pursuant to the ILA
2. The Policy Board, with the recommendation of the of the Operations Board, shall name a Team Coordinator who will be responsible to ensure the day to day operations of the team meet the expectations of the boards and the lead agency.
   1. The Team Coordinator need not be an employee of the Lead Agency, so long as communications and coordination may be reasonably expected between the Team Coordinator and Lead Agency representatives.
3. The Team Coordinator may appoint individuals to the following positions as appropriate:
   1. Assistant Team Coordinator – Training Officer
   2. Assistant Team Coordinator – Administrative Officer
   3. Medical Officer
   4. Equipment and Supply Officer
   5. Discipline Leads
4. The Team Coordinator and Assistant Team Coordinators shall make up the KCTRT Leadership team
5. The Team Coordinator shall further appoint individuals to serve as Rescue Group Supervisors/Leaders for the team.
   1. Regardless of rank within their individual agencies, these Rescue Group Supervisors/Leaders shall serve as the on-site supervisor for KCTRT resources
   2. The Team Coordinator shall ensure that any individual appointed to the role of Rescue Group Supervisor/Leader is qualified for the position in accordance with the corresponding KCTRT job description.
6. Each member agency shall appoint an Agency Lead who serves as the agency’s representative to the KCTRT at the operational level.

Membership - Agency

1. Agency membership in the KCTRT is as established in the ILA
2. Member agencies shall comply at all times with the ILA
3. From the perspective of the KCTRT, Agency Leads (as assigned by the member agency) are responsible for ensuring such compliance
4. New agencies may be added in accordance with the ILA

Membership – Individual

1. Each agency is solely responsible for naming members to the team
2. Each agency, in accordance with the ILA, shall ensure that all individuals assigned to the team acquire and maintain technician level qualification, in accordance with NFPA 1006 & NFPA 1670 within 3 years, in the following disciplines:
   1. Trench Rescue
   2. Rope Rescue
   3. Confined Space Rescue
   4. Structural Collapse Rescue
3. Each agency shall ensure that all individuals assigned to the team acquire and maintain awareness level qualification in Swiftwater Rescue
4. Member qualifications are subject to review by KCTRT leadership
5. Ultimate qualification to respond as a member of the KCTRT to a Technical Rescue Request shall be determined by the KCTRT leadership team and certified by the Team Coordinator

Billing and Reimbursement

1. In accordance with the ILA, member agencies may not bill requesting member agencies
2. ILA member agencies may bill or invoice non-member municipal agencies reasonable fees and charges in accordance with the most current schedule of charges adopted by the Washington Fire Chiefs Association; provided, however, that such services shall only be provided to municipal agencies that have an agreement in effect with the Lead Agency for such services.
3. Each ILA member agency reserves the right to determine its response to non-member agencies
4. ILA member agencies may seek reimbursement for response to federal property in accordance with 44CFR, Part 151
5. ILA member agencies may seek reimbursement when deployed to a state or federal incident as a part of a state or federal mobilization
   1. Such reimbursement must be sought in accordance with the ILA

Region 2 Technical Rescue Team

Intentionally left blank for future addition – JG/May 7th, 2018

Response

1. When responding to incidents as a member of the KCTRT, all members shall act in accordance with:
   1. Their respective agency’s policies and procedures
   2. Kitsap County Incident Management Procedures (KCIMP)
   3. Kitsap County Technical Rescue Team policies, procedures, and guidelines
   4. State, federal, and local laws and regulations
   5. Applicable sections of NFPA 1006 and NFPA 1670
   6. Other KCTRT adopted texts, manuals, and procedural documents