

MEMORANDUM OF UNDERSTANDING
FOR THE EXCHANGE OF FIRE PROTECTION SERVICES AND
HAZARDOUS MATERIALS RESPONSES BETWEEN THE
CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY,
THE CITY OF BURBANK, THE CITY OF GLENDALE, AND
THE CITY OF PASADENA FIRE DEPARTMENTS

This Memorandum of Understanding (MOU) is authorized by Agreements for Exchange of Fire Protection and Rescue Services entered into by the Board of Supervisors of the County of Los Angeles with the City Council of the City of Burbank dated November 6, 1990; the City Council of the City of Glendale dated November 6, 1990; and the City Council of the City of Pasadena dated April 14, 1981. This MOU will be effective August 15, 2002.

The purpose of this MOU is to outline the procedures for carrying out an automatic aid response between the Consolidated Fire Protection District of Los Angeles County, hereinafter referred to as the "DISTRICT", and the City of Burbank Fire Department, the City of Glendale Fire Department, and the City of Pasadena Fire Department, hereinafter collectively referred to as "CITIES." This Memorandum is a guide for day-to-day operations and is not intended to replace or adjust any Uniform Mutual Assistance Agreement, which may be in effect.

AMOUNT AND TYPE OF ASSISTANCE

The exchange of fire protection and hazardous materials services described below is intended to provide for the dispatch of the nearest respective CITIES and DISTRICT firefighting and hazardous materials resources to assist regular jurisdictional units on incidents requiring such resources as described below and depicted on the attached maps.

I. Fire Response

A. Response by CITIES to DISTRICT

1. Two (2) CITIES Engine Companies (Burbank Engines 12 and 14), one (1) CITIES Truck/Quint Company (Burbank Truck 12) and one (1) CITIES Battalion Chief (from Burbank) will respond to DISTRICT Fire Station 51's jurisdiction (see Exhibit 1).

B. Response by DISTRICT to CITIES

1. Up to four (4) DISTRICT Ground Hand Crews, one (1) Battalion Chief, one (1) DISTRICT Dozer Team, with overhead (superintendents and a dozer supervisor) will respond to CITIES' jurisdiction for up to 24-hours duration (see Exhibit 2).

II. Hazardous Materials Response

A. Response by CITIES to DISTRICT

1. CITIES will respond Burbank HazMat Task Force 12 to DISTRICT jurisdictions as follows: Battalions 1, 4, 5, 6, 11 and 17 (see Exhibit 3, Areas A, B, C, D and E). CITIES will be the first HazMat responder into Battalions 1, 4 and 5, and will only be requested for Battalions 6, 11, and 17 if DISTRICT HazMat Unit 76 is unavailable.

B. Response by DISTRICT to CITIES

1. When CITIES HazMat units are not available, DISTRICT Hazardous Materials Squad 76 (North County) will respond to CITIES jurisdictions as follows: Battalion 1 (Burbank), Battalion 2 (Glendale) and Battalion 3 (Pasadena) (see Exhibit 4).

METHOD OF DISPATCH

Upon receipt of a report of an incident requiring firefighting or hazardous materials resources in any automatic aid area, the dispatch center receiving the alarm shall dispatch the proper assignment, and immediately notify the other jurisdiction by direct phone line and request the agreed-upon assistance from their respective department to the incident. All requests for aid shall be via the jurisdictional dispatch center. Persons assigned as dispatch personnel for both departments are authorized to send and receive such requests.

LIMITATIONS

If the agreed-upon automatic aid response from any assisting department is not available or any assisting agency's resources are temporarily depleted, the assisting agency need not respond. All departments will cooperate at the time of dispatch to utilize the most appropriate alternative.

COMMUNICATIONS

I. Telephone

- A. The regular emergency public service phone lines will be used. The dispatch centers for CITIES and DISTRICT shall provide the appropriate telephone numbers to each other.

II. Radio

- A. CITIES resources responding to DISTRICT jurisdictions shall communicate to DISTRICT dispatch center and field resources on the radio frequencies assigned to the incident by the DISTRICT dispatch center.
- B. DISTRICT resources responding to CITIES jurisdictions shall communicate to CITIES dispatch center and field units on the radio frequencies assigned to the incident by the CITIES dispatch center.

TRAINING

Joint training exercises are to be carried out periodically at both agencies specialized training facilities under the direction of the Fire Chiefs for the purpose of maintaining efficient interdepartmental coordination.

INCIDENT COMMAND

The senior officer of the first arriving unit will take necessary action dictated by the situation. Upon its arrival at scene, the jurisdictional department will assume overall command of the incident. The aiding department will remain in command of their personnel. The incident commander will contact the senior officer of the aiding department for resource coordination. The resources of the aiding department will be released from the incident by the jurisdictional department as soon as practical.

INCIDENT REPORTING


Each department shall be responsible for obtaining needed information to complete incident reports within their respective jurisdiction. Assisting units shall cooperate with jurisdictional units to provide appropriate information for completion of incident reports.

REVISIONS

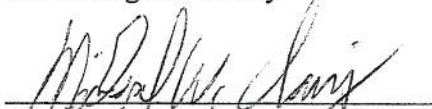
This Memorandum of Understanding may be revised or amended at any time by mutual agreement of the Fire Chief of the Consolidated Fire Protection District of Los Angeles County, the Fire Chief of the City of Burbank Fire Department, the Fire Chief of the City of Glendale, and the Fire Chief of the City of Pasadena.

It is agreed that substantial reductions of fire protection services by any agency shall be cause for reconsideration of this agreement.


6/28/02
Date


P. Michael Freeman, Fire Chief
Consolidated Fire Protection District
of Los Angeles County


6/22/02
Date


Michael W. Davis, Fire Chief
City of Burbank Fire Department

6/20/02
Date


Christopher R. Gray, Fire Chief
City of Glendale Fire Department

6/20/02
Date


Ernest Mitchell, Fire Chief
City of Pasadena Fire Department

**APPROVED AS TO FORM
AND LEGAL CONTENT**
DENNIS A. BARLOW, CITY ATTORNEY
By: Dennis A. Barlow
Title: City Attorney
Date: 10-2-02

EXHIBIT 1

Fire Response

*MOU Between the
Consolidated Fire
Protection District
and the Cities of
Burbank,
Glendale and
Pasadena*

**County of Los Angeles
Fire Department
Planning and Community
Services Division**

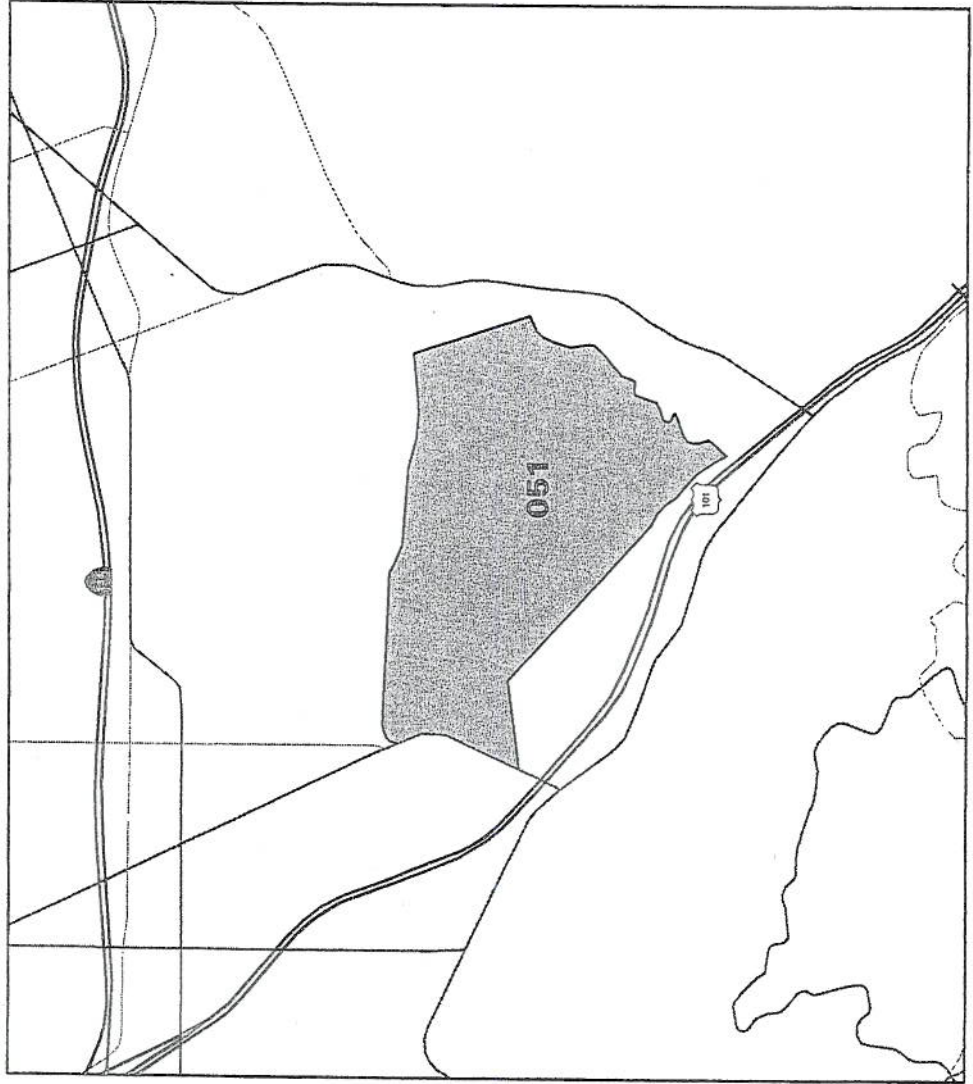


EXHIBIT 2

Fire Response

**MOU Between the
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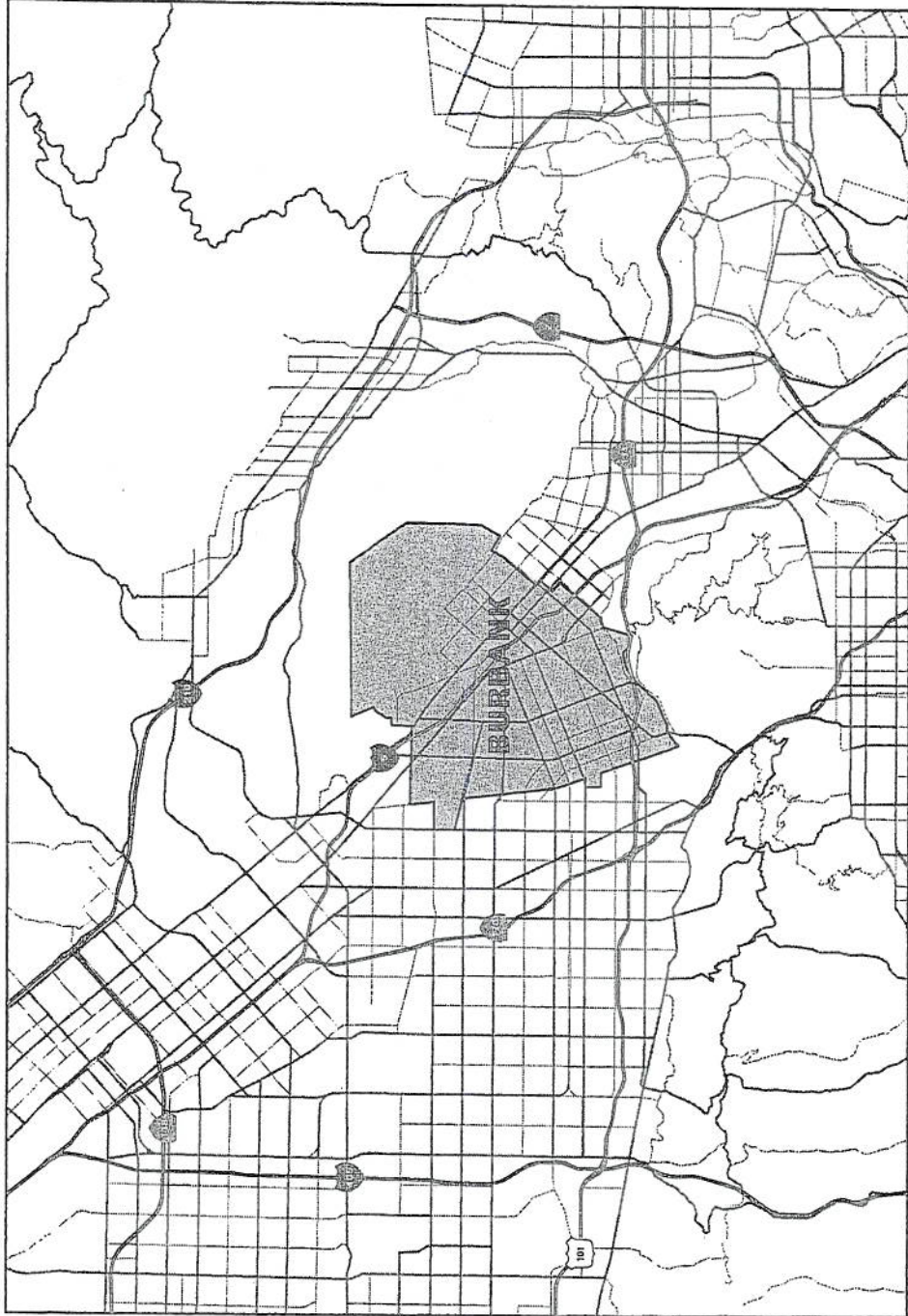


EXHIBIT 3A

**Hazardous
Materials
Response**

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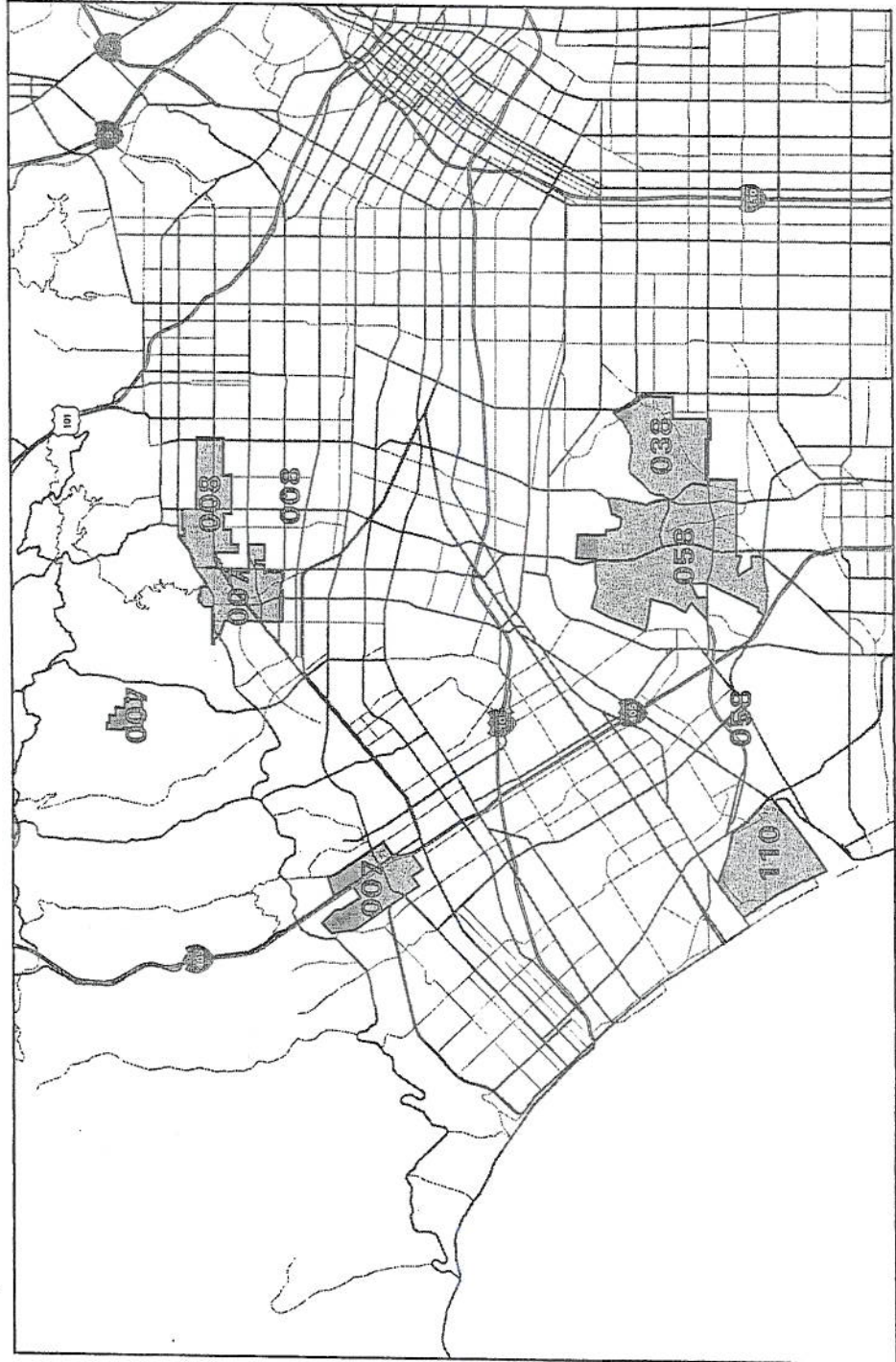


EXHIBIT 3B

**Hazardous
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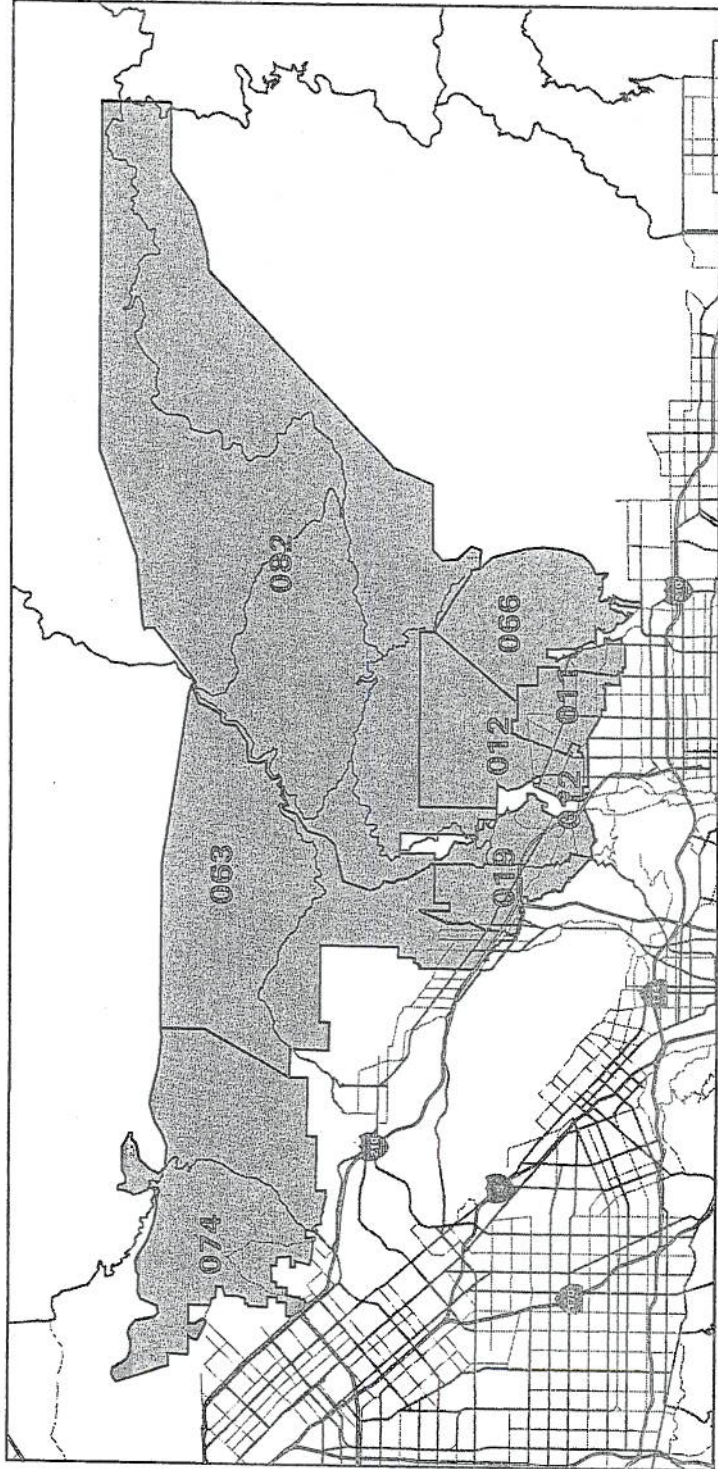


EXHIBIT 3C

**Hazardous
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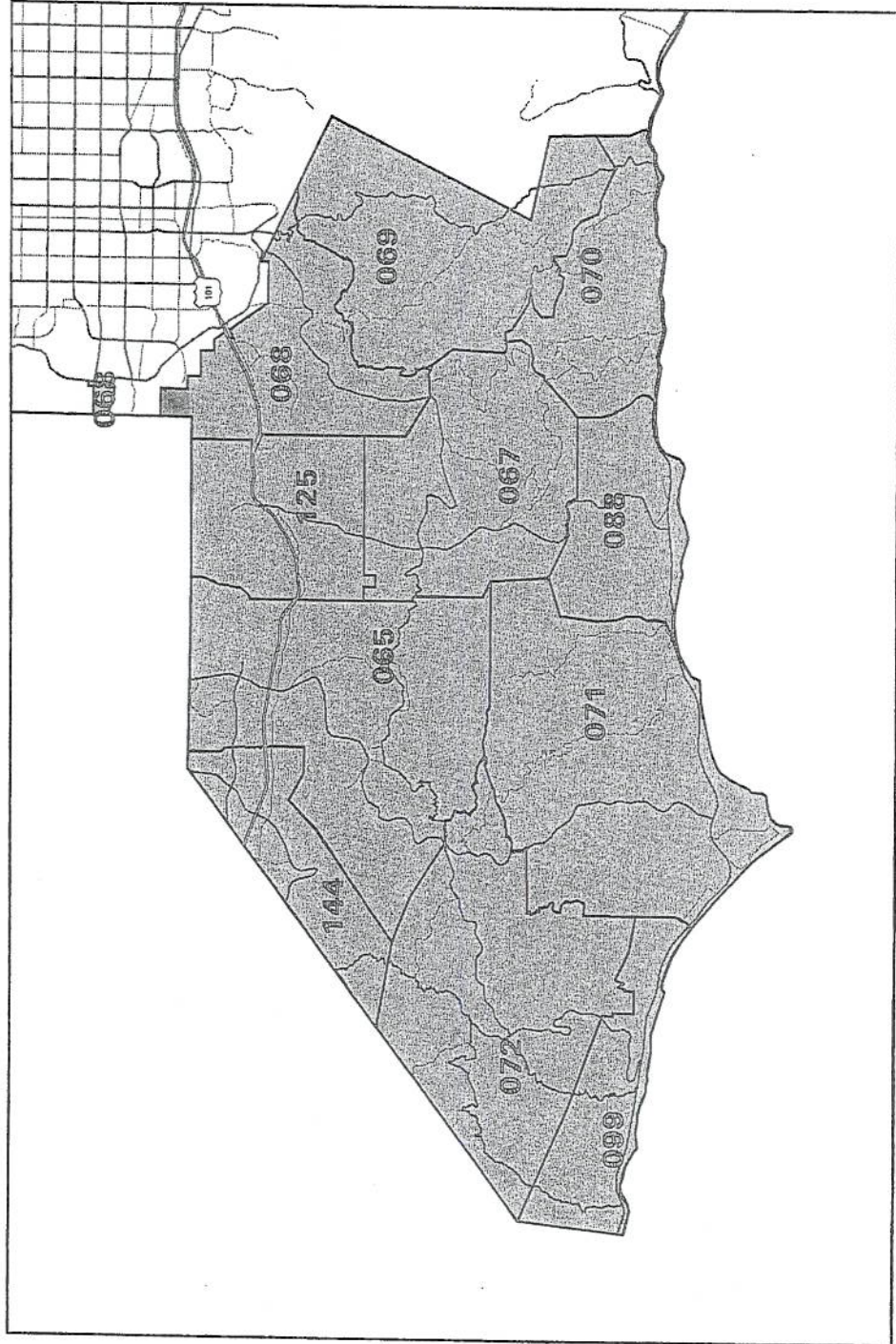


EXHIBIT 3D

*Hazardous
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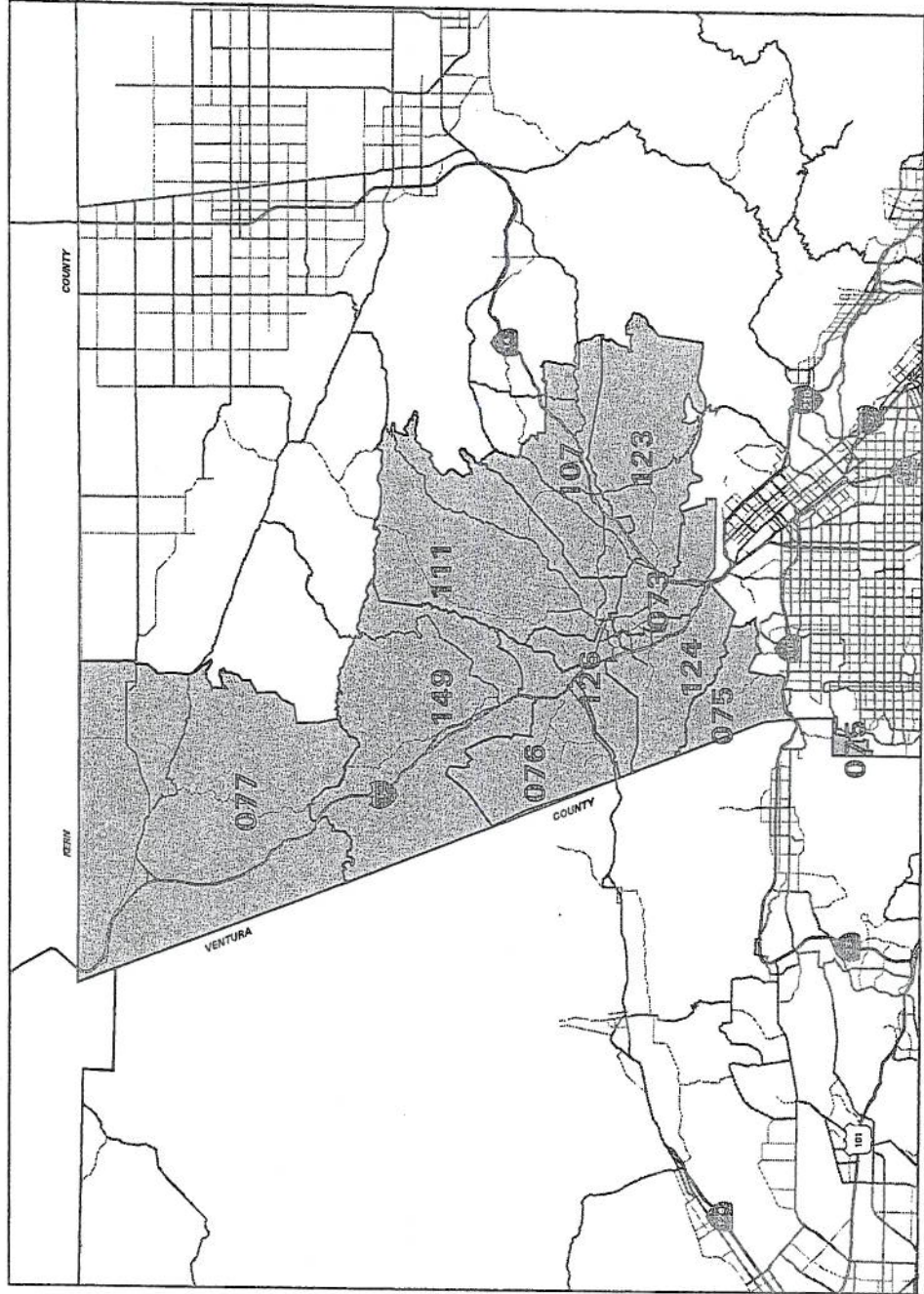


EXHIBIT 3E

*Hazardous
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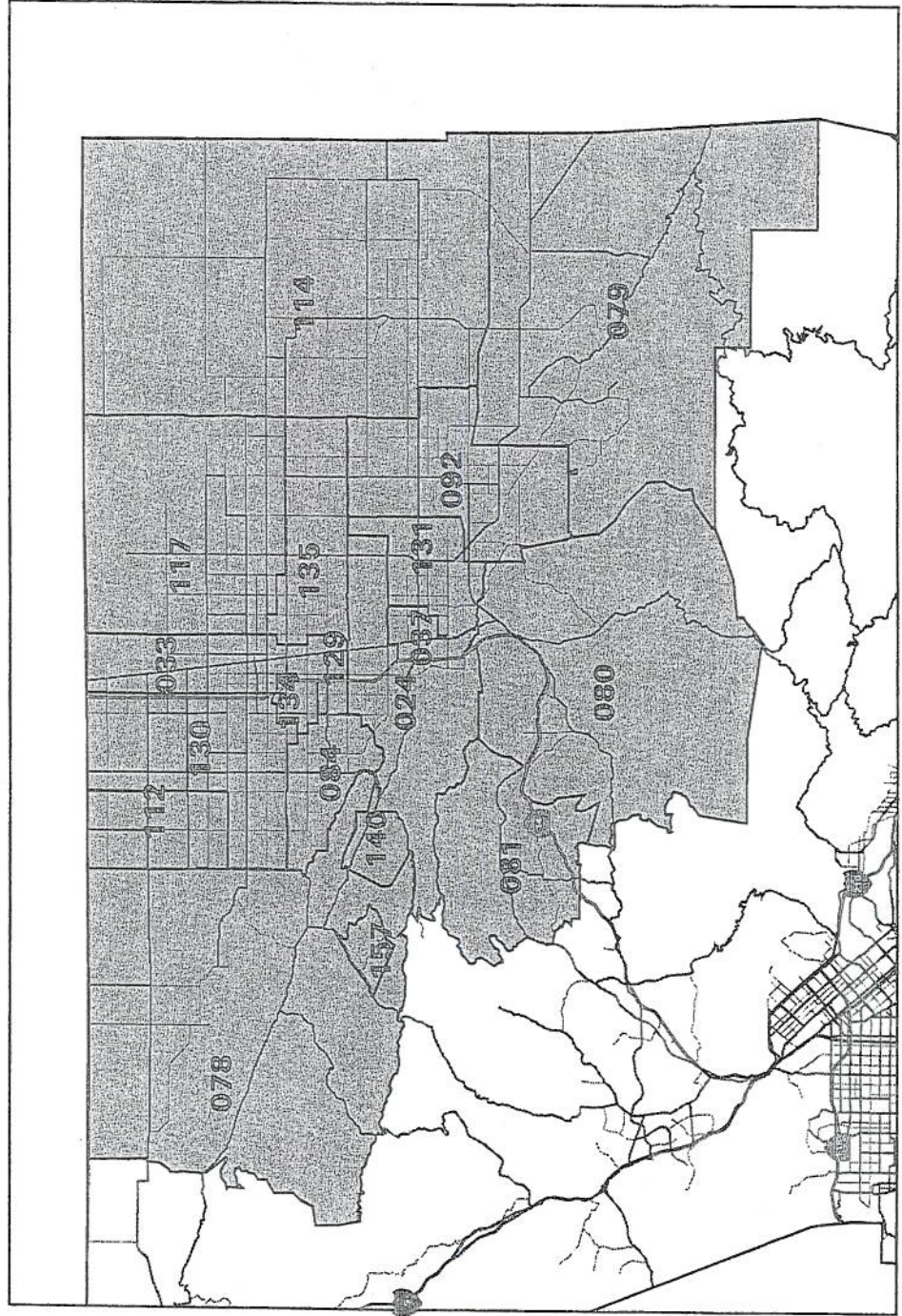


EXHIBIT 4

**Hazardous
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