Inter-Agency Policy

Hazardous Materials Response Program

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Inter-Agency Policy to Address Cooperative Hazardous Materials Response

1.0 Purpose

The Skamania County Public Hospital District, Skamania County Fire District 1, Skamania County Fire District 2, City of Stevenson, Skamania County Fire District 4, City of North Bonneville, and Skamania County Fire District 5, hereinafter collectively referred to as the "AGENCIES" have established a program and polices to address a cooperative approach to Hazardous Materials incidents and response inside Skamania County.

These policies will provide the AGENCIES leadership an outline of program requirements and establish a cooperative approach to management of the program and Hazardous Materials Response Group. These policies are specific to Hazardous Materials response provided by the AGENCIES, and do not apply to other programs which the parties may authorize or participate in as individual political jurisdictions, hereinafter referred to as "DISTRICTS".

1.1 Philosophy

As DISTRICTS tasked with emergency response or, as in the case of municipal entities, who are required by the Revised Code of Washington, Title 70, Chapter 70.136 to address emergency response to hazardous substances; the AGENCIES acknowledge these requirements could put an undue burden on any one of the individual DISTRICTS within Skamania County.

The AGENCIES understand and commit to supporting a program that will lessen the burden on all DISTRICTS, establish standardized response equipment and training related to hazardous materials, and to building upon their existing cooperative relationship. The AGENCIES will adhere to these policies and all other agreements that have or will be adopted by their governing boards as they relate to this program.

1.2 Organizational Structure

Program Managers

It shall be the duty of the AGENCIES administrators to act as program managers. Program managers will work cooperatively to dedicate resources, and manage all administrative and operational issues associated with the program. Not less than once every two years, the program managers shall review this inter-agency policy, operating guidelines and minimum training standards, advising the AGENCIES of any recommended changes.

Program managers may delegate their authority, or a portion thereof to officers within their DISTRICT. Such officers may include, but not be limited to Assistant Chiefs, Captains, and Training Officers.

Hazardous Materials Response Group
It shall be the duty of the operational staff assigned to the Hazardous Materials Response Group to train, provide response and support the program in accordance with adopted policy and operating guidelines.

Implementing the Hazardous Materials Response Group

2.0 Assignment of Members

Each program manager shall appoint a minimum of one (1) and maximum of (3) primary members from their DISTRICT to serve on the Hazardous Materials Response Group. In the event that interest in the program is well received by DISTRICT personnel, program managers may appoint two (2) secondary members who will provide additional support or response for large scale incidents.

2.1 Training

This program is established with three recognized training levels, which are:

- **Awareness Level**: Individuals who, while responding to an incident, are likely to witness or may discover a hazardous substance release and who have been trained to initiate an emergency response by notifying proper authorities.

- **Operations Level**: Individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the incident site, and for the purpose of protecting nearby persons, property or the environment from the effects of hazardous substance release. Members trained to the operations level function to contain the release from a safe distance, keep it from spreading and prevent exposures.

- **Technician Level:** Individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release. Technician level responders assume a more aggressive role than a first responder.

Members who are appointed to the Hazardous Materials Response Group shall be provided Awareness Level training within ninety (90) days of being notified of their assignment, and prior to deployment in any active emergency response.

Operations Level training shall be offered at once within the first eighteen (18) month period following establishment of the Hazardous Materials Response Group, and shall be made available to at least one-half of the members appointed to the Group. Thereafter, Operations Level Training will be offered on a biennial basis.

Technician Level training is **encouraged**, but **not required** for the purposes of this program. Members are encouraged and DISTRCITS should endeavor to support their personnel in obtaining Technician Level training through outside resources.

Ongoing training, to include minimum requirements and competency levels shall be established and published to the members on an annual basis. Training calendars will be distributed no later than December 15th for trainings that will occur in the upcoming calendar year.

Each DISTRICT shall maintain, and upon request of the AGENCIES, provide documented evidence of their personnel's training records as they relate to the Hazardous Materials Response Group. The AGENCIES agree that any such record received shall be kept confidential to the extent allowed by law.

2.2 Equipment

Effective response to hazardous materials incidents requires that responders have access to necessary equipment and tools.

The AGENCIES have developed a list of equipment that represents the required "Response Kit" for each member of the Hazardous Materials Response Group to have access to. The AGENCIES will collectively assemble or purchase a minimum of three (3) kits, which will be stored in areas east, central and west, therefore allowing optimal access.

The AGENCIES acknowledge that any equipment purchased directly by the DISTRICT's shall remain property of the DISTRICT.

Any equipment purchased with funds awarded through private donations or grants, or those equipment purchases made through equal, and cooperative funding from each DISTRICT; and specifically dedicated to or allocated for the Hazardous Materials Response Program, shall remain property of the Hazardous Materials Response Program. In the event of program termination, this equipment shall be disposed of as follows:

1. Equipment will be inventoried and a value assigned in accordance with standard assessment procedures, and;

2. DISTRICTS will have an opportunity to purchase the equipment, in whole or part, and;

3. Any equipment not purchased will be destroyed in accordance with disposal policies outlined by the Washington State Auditor or, as applicable, the Revised Code of Washington, Title 43, Chapter 43.19.1919, and;

4. Funds recognized as a result of sale or disposal shall be accurately accounted for and then dispersed in equal shares to each DISTRICT which was participating in the Hazardous Materials Response Program at the time of termination.

2.3 Response

The Hazardous Materials Response Group will provide primary response to incidents where hazardous material is suspected or known. Preferably, response will be provided with a minimum of four (4) personnel, to include (2) fire and (2) medical personnel.

Additional resources will be based on need and shall be addressed by incident command.

Additional resources may be called upon from within the AGENCIES or from outside resources who have the equipment and excess training necessary to address the needs of the incident.

Under no circumstances is any member of the Hazardous Materials Response Group to attempt to perform duties for which documented evidence of appropriate training is not available.

Administrative Activities

It is the intent of the AGENCIES to cooperatively support the Hazardous Materials Response Program by funding training expense directly associated with and obtained by their members. When necessary, the AGENCIES may negotiate cost share agreements related to training that is provided to the entirety of the Hazardous Materials Response Group.

3.0 Payment of Training Fees

To effectively and efficiently process the administrative and financial activities associated with this program, the AGENCIES may assign one (1) DISTRICT to act as the fiscal agent for related purchases.

The duties of the fiscal agent will include, but may not be limited to providing registration services for training programs, payment of training fees, payment of travel fees (if applicable), and invoicing individual DISTRICTS to reimburse their portion of these program costs.

Policy Amendments

The AGENCIES reserve the right to modify or rescind these policies when such action is made by a majority of the DISTRICT's governing boards.

4.0 Signatures

Skamania County Public Hospital District

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

Skamania County Fire District 1

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

Skamania County Fire District 2

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

Skamania County Fire District 3

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

Skamania County Fire District 4

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

Skamania County Fire District 5

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

City of North Bonneville

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____

City of Stevenson

Adopted: _____ day of _____, 2020

Resolution No.: _____

By: _____
Printed Name & Title

Signature: _____