



CITY OF HOLLYWOOD

S.O.P: 1.0 to 1.1.4

Fire Rescue and Beach Safety Department

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Chapter: 1 Running Assignments**Authorized By : Fire Chief****Procedure: General Information****Revised Date : N/A**

1.0 RUNNING ASSIGNMENTS

1.1 General Information

Dispatch assignments will be made by dispatch utilizing the Computer Automated Dispatch (CAD) system. The following running assignments are intended as routine and as standard operating procedures only. Battalion Chief 5, Battalion Chief 74, or person of higher rank will make any changes to this guide as dictated by the current situation.

1.1.1 Defining an Emergency

The following may be used as a guideline to help identify a true emergency:

- A situation, in which there is a probability of death, serious injury, or significant property loss, is regarded as a true emergency.
- When the public accesses the 911 system it is believed that the call is the result of an emergency.
- All responses will be Code 3 responses unless the dispatch information suggests that at a Code 1 response is more appropriate.
- A modified response decision may be left to the discretion of Battalion Chief 5 or Battalion Chief 74.

1.1.2 Dispatch Errors

Units dispatched to an emergency believed to be out of the normal response zone or jurisdiction/contracted area(s), and the possible error cannot be immediately corrected, the following shall be done:

- Continue to respond.
- Continue efforts to clarify or correct the error.
- If the location is clearly outside the city limits or contracted area(s), the appropriate jurisdiction should be notified and Hollywood units shall continue to respond until cancelled by Battalion Chief 5, Battalion Chief 74, or the appropriate responding agency via Fire Dispatch.

1.1.3 Emergency Response Codes

The following policy and criteria is adopted by the Department for emergency response codes:



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Code 1: Units shall respond by obeying all applicable traffic control devices and speed limits. Emergency response equipment (lights/siren) shall not be in operation while in this response mode.

Code 3: Units will respond Code 3 when an actual or perceived emergency exists.

- Units that are responding Code 3 shall have all applicable emergency audible and lighting equipment continuously operating as set forth in Florida State Statute 316.126.
- A Code 3 response allows for passage through a red traffic light or stop sign, but only after slowing down or stopping as necessary for safe passage.
- Exceeding the maximum posted speed limit is allowed so long as life or property are not endangered.

Caution: Although the law allows emergency vehicles to take an exemption from the posted 15 mph speed limit when responding Code 3 through a school zone during posted hours, every precaution shall be exercised when taking this exemption.

1.1.4 Transports

Rescue units transporting patients to hospitals or other care facilities shall transport Code 1 unless in the judgment of the officer in charge, it is in the best interest of the patient to proceed Code 3 to reduce the chance of morbidity and/or mortality.

Note: It is always prudent to use sound judgment, with the life and safety of firefighters and civilians in mind when selecting a transport code. This decision will be left at the discretion of the responding officer unless told otherwise by Battalion Chief 5 or Battalion Chief 74.

Transporting units shall advise Fire Dispatch of: destination facility, transport code (1 or 3), and a brief description of the patient's condition (medical or trauma).



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Procedure: Fire and Rescue Responses

Revised Date : N/A

1.2 FIRE RESCUE AND RESPONSES

1.2.1 First Alarm Responses

- **Trash, brush, or vehicle fires** – One (1) Engine Company.
- **Bomb threats** - One (1) Engine Company (Code 1 response).
- **Elevator emergencies** - One (1) Engine Company
- **Fire alarms** – From 07:00 to 23:00, One (1) Engine Company will respond. After 23:00 and before 07:00, Two (2) Engine Companies will respond.
- **Residential Structure fires** – Three (3) Engines, Two (2) Rescues, Two (2) Aerial companies, Hazmat 31, Battalion Chief 5, and Battalion Chief 74.
- **Commercial Structure Fires** – Four (4) Engines, Two (2) Rescues, Two (2) Aerials, Hazmat 31, Battalion Chief 5 and Battalion Chief 74
- **Overtured vehicles with entrapment and where extrication may be required**
 - Station 31 units (EH31, RH31, and Hazmat 31), One (1) additional Engine, Rescue and a Battalion Chief. In cases where station 31 units are not available, a Broward Sheriff's Office (BSO) Extrication Team will be advised to respond. Hollywood units responding will be; Two (2) Engines, Two (2) Rescues, and a Battalion Chief. An aerial company (with back-up extrication equipment) will respond if directed to do so.
- **Overtured vehicles with no entrapment or extrication** – One (1) Engine One (1) Rescue unit, and a Battalion Chief.
Note: All first alarm dispatch assignments to I-95 or the turnpike will include a minimum of Two (2) Engines companies
- **For vehicle accidents on I-95 or the turnpike** – Two (2) Engines, One (1) Rescue, and a Battalion Chief.
- **For vehicle fires on I-95 or the turnpike** – Two (2) Engines and a Battalion Chief. If additional units are needed for traffic control, the officer in charge of the scene will make the request via Dispatch.
- See *Highway Safety Procedures* 2.11 to 2.12.1 for additional procedures.

1.2.2 Second Alarm Responses

- **Trash, brush and vehicle fires.** Additional units may be requested at any time whenever necessary to any trash, brush, and car fires.
- **Second alarms to Residential structure fires** will increase the response by Two (2) Engines, One (1) Rescue, 1 Aerial (Mutual Aid), and 1 Chief Officer for a total unit response of 5 Engines, 3 Rescues, 3 Aerials, HazMat 31 and Chief Officers



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Revised Date : N/A

- **Second alarms to Commercial structure fires** will increase the response by 2 Engines, 1 Rescue, 1 Aerial (Mutual Aid), and 1 Chief Officer for a total unit response of 6 Engines, 3 Rescues, 3 Aerials, HazMat 31 and 3 Chief Officers.

1.2.2 Mutual Aid and Auto Responses

Mutual Aid

Requests for mutual aid responses for fire or rescue assistance will be made by Battalion Chief 5 or Battalion Chief 74 via Dispatch. All requests for additional resources shall be made by resource type and quantity needed. Resource typing shall conform to the recognized standards outlined in the latest edition of the State of Florida Field Operating Guide (FOG manual).

In the event that there is only one Hollywood rescue unit or engine company in service west of the Intracoastal Waterway, that unit will standby at Station 5 or Station 31 depending on which is closer.

1.2.4 South Miami Road, Adjacent to Port Everglades

Rescue incidents:

- Broward County Sheriff's Office Department of Fire Rescue will respond.

Fire incidents:

- Hollywood will respond with at least one engine company, regardless of the fire condition, to complete the run report. On working fire incidents along this road in Hollywood's jurisdiction normal incident command procedures will be followed.

All other incidents:

- Fort Lauderdale Fire Department as nearest responder followed by Hollywood units as recommended by the CAD system.
- Battalion Chief 5 or Battalion Chief 74 will coordinate the continued response or cancellation of Hollywood units

1.2.5 Port Everglades

Rescue incidents:

- Broward County Sheriff's Office Department of Fire Rescue will respond.

All other incidents:

- The Broward County Sheriff's Office Department of Fire Rescue and the Hollywood Fire Rescue Department as recommended by the CAD system.
- Battalion Chief 5 or Battalion Chief 74 will coordinate the continued response or cancellation of Hollywood units



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Procedure: Hazardous Materials Responses

Revised Date : N/A

1.3 HAZARDOUS MATERIALS RESPONSES

WARNING: Hazardous materials response is a specialized field requiring implementation of specialized equipment and trained personnel to safely mitigate an incident. Unless properly trained, no member shall attempt to perform any task beyond their level of training and competency.

1.3.1 Team Responses

All responses will be a Code 3 response unless the dispatch information suggests that at a Code 1 response is more appropriate.

Hazmat team responses will include, but are not limited to the following:

- Overturned vehicles with entrapment and where extrication may be required.
- Incidents where a hazardous material is spilled or leaking.
- Rail accidents involving hazardous materials.
- Structural collapse.
- Accidents involving tanker trucks or any large cargo vehicle.
- Persons known to be trapped in a confined space or trench.
- High angle rope rescue incidents. **(Broward County Fire Rescue will be contacted to respond)**
- **(Hollywood Fire Rescue is not a Type II TRT team; however, we will support the Broward County Fire Rescue response.)**
- Gas release emergencies.
- Any incident where Battalion Chief 5 or Battalion Chief 74 deem appropriate.

1.3.2 Staffing

The minimum staffing of hazmat personnel on duty will be five (5) personnel, one of which shall be a qualified hazmat officer and one of which shall be a qualified hazmat driver/engineer.

Staffing on mutual aid responses will be as follows:

Local responses (within Broward County):

- For lighting or air requests - one driver/engineer.
- For all other requests - minimum staffing and Battalion Chief 5 or Battalion Chief 74.



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1.3.3 Hazmat Responses within the City of Hollywood

- Two engine companies (one engine company shall be Engine 31, if available), Rescue 31, Hazmat 31, Battalion Chief 5 or Battalion Chief 74, and one mutual aid hazmat team (Sunrise, Broward Sheriff's Office, or Ft. Lauderdale).

Notes:

- Mutual aid hazmat teams will be dispatched as provided in the Hazardous Materials Inter-local Agreement between the Broward Sheriff's Office and the cities of Sunrise, Fort Lauderdale, and Hollywood.

1.3.4 Hazmat Responses outside the City of Hollywood

The Hollywood Fire Rescue and Beach Safety Department, in conjunction with the City of Sunrise and the City of Fort Lauderdale, is signatory to a Hazardous Materials Inter-local Agreement (ILA) with the Broward County Sheriff's Office. Under the auspices of the ILA, Hollywood's primary geographical area for hazmat response has expanded beyond the corporate limits of Hollywood to the following boundaries:

- East to the Atlantic Ocean
- West to Flamingo Road
- South to the Broward/ Dade County line
- North to Highway 595 (excluding the highway).



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Authorized By : Fire Chief

Procedure: Port Everglades Firefighting Procedures

Revised Date : N/A

1.4 PORT EVERGLADES FIREFIGHTING PROCEDURES

1.4.1 Conventional Fires (Office buildings, transit sheds, open ground, etc.)

The Broward Sheriff's Office Department of Fire Rescue will be responsible for notifying the appropriate municipality of the fire after determining the correct jurisdiction. Depending upon fire severity or potential of the emergency, the alarm will be sounded accordingly. The incident commander on scene from the municipality in which the fire occurs will make on scene command decisions and function as the incident commander. Personnel from the multiple municipalities will be managed and operate under a unified command structure as established in the National Incident Management System (NIMS). The incident commander is responsible for the deployment of all personnel and equipment, as well as, settling and finalizing any disagreements.

1.4.2 Tank farms, Petroleum Loading Ramps, Dockside Petroleum Manifolds, Petroleum Source of Fuel Depot Fires

- Alarm and response criteria will be exercised depending upon severity. Regardless of municipal corporate boundaries or the exact location of the fire(s) in this general category, deployment of personnel and equipment will be the responsibility of a Broward Sheriff's Office Department of Fire Rescue's Chief Officer or designee. It is understood that the final judgments with respect to fire combat decisions will be relayed to municipal fire fighters via their respective commanding officer.
- Broward Sheriff's Office Department of Fire Rescue will provide on-scene advice and assistance due to their knowledge of local conditions, equipment, and petroleum fire characteristics.

1.4.3 Shipboard Fires

Alarm and response criteria are dependent on the severity of the fire. It will be the responsibility of the BSO Fire Rescue to determine the appropriate action when confronted with a shipboard fire. Incident command decisions will be made by the commanding officer from the BSO Fire Rescue. A unified command structure will be utilized as established in the National Incident Management System (NIMS), to include Broward Sheriff's Office Department of Fire Rescue, personnel from the municipalities involved, and steamship company personnel. During major incidents, a representative of the United States Coast Guard (U.S.C.G.) will be called to the scene. The U.S.C.G will function within the Incident Command System (ICS) as a part of a unified command structure.



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Authorized By : Fire Chief

Procedure: Explosive Emergencies

Revised Date : N/A

1.5 EXPLOSIVE EMERGENCIES

1.5.1 Bomb Threats

- When responding to bomb threats, fire apparatus will respond Code 1, obeying all traffic regulations.
- Normal response will be one engine company, positioned at an appropriate hydrant beyond the anticipated danger zone in the event an explosion should occur.
- In the absence of an explosion, the engine crew shall remain at the hydrant unless directed otherwise by Battalion Chief 5, Battalion Chief 74, or dispatch reports that police have ruled the call unfounded.

Note: Any deviation from the above response or procedures will be made by Battalion Chief 5, Battalion Chief 74, or the Incident Commander.

1.5.2 Malicious Explosions

Cautions

- Do not rush into the scene, except to make a rescue.
- Neither radio nor cell phone transmissions should be made in the immediate area if a secondary explosion may be a concern.

Apparatus Response

When a report of an explosion is received, the following procedures will be followed:

- Apparatus responses shall be the same as for first and second alarm structure fire responses.
- Incident Command will be established as per Chapter 14. The first due officer then reports by radio any information that is applicable.
- If a fire is in progress or if casualties exist, personnel are to take appropriate actions to control and/or extinguish the fire. Casualties are to be treated and removed.
- If there is no fire or casualties, personnel are to remain at a safe distance at the closest appropriate hydrant in the event of a secondary explosion.
- A large area is to be cordoned off and maintained while Bomb Squad personnel determine if further danger exists.
- An all-page should be initiated as soon as possible.
- Any deviation from the above response or procedures will be made by Battalion Chief 5, Battalion Chief 74, or the Incident Commander.



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Authorized By : Fire Chief

Procedure: Basic Life Support Engines

Revised Date : N/A

1.6 BASIC LIFE SUPPORT ENGINES

1.6.1 General Information

- A Basic Life Support (BLS) engine shall mean any engine in the city with BLS equipment and at least one Paramedic assigned to the apparatus.
- When any BLS unit requests additional support, Dispatch will be advised of the resource type and/or specific equipment needed.
- All assigned medical personnel shall inventory BLS equipment and supplies each morning. Medical supplies shall be obtained through the rescue supply cabinet.

1.6.2 Reports

If the responding BLS engine manages the call without Advanced Life Support (ALS) assistance, the engine officer shall complete the rescue report. If an ALS unit arrives on scene, the rescue officer shall complete the rescue report.

1.6.3 Basic Life Support Response

- A BLS engine shall respond when an ALS unit is unavailable in its district, or in the judgment of the district station officer, Battalion Chief 5, or Battalion Chief 74, the response would be appropriate.
- Battalion Chief 5, Battalion Chief 74, or the dispatched/responding officer may cancel the BLS response when reasonable judgment suggests that the ALS unit will arrive at the scene at the same or in a shorter period of time than the BLS engine, the nature of the call suggests a minimal number of resources to mitigate the incident, or conditions exist whereby the efficient operation of the department may be compromised.
- The nearest ALS unit will respond to the scene Code 3 when the reference implies an ALS call. The nearest ALS unit will respond to the scene Code 1 when the reference implies a BLS response and a BLS unit is en route.
- In all cases, the BLS engine shall communicate with the responding ALS unit as soon as possible after arrival on scene and advise them of the situation and severity of the call. Any adjustments to the ALS unit response should be made accordingly. The engine officer may cancel the responding ALS unit when no transportation or treatment beyond the capabilities of the personnel and available equipment on scene is indicated.



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The highest ranking Paramedic shall be in charge of all specific medical decisions. If two or more Paramedics share the same rank, then the Paramedic with the greatest departmental seniority, not seniority by license, shall be in charge.

Note: All above guidelines can be modified at any time by Battalion Chief 5 or Battalion Chief 74 when conditions exist whereby the efficient operation of the department or the life and safety of firefighters and/or civilians may be compromised.



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Authorized By : Fire Chief

Procedure: Airport Procedures

Revised Date : N/A

1.7 FT. LAUDERDALE / HOLLYWOOD AIRPORT RESPONSE

1.7.1 General Information

Under the auspices of the Fire Chiefs Association of Broward County, the Hollywood Fire Rescue and Beach Safety Department is signatory to mutual aid agreements to provide emergency services to other municipalities when their capabilities are overwhelmed by the magnitude of the incident. All units responding to the airport will report to the *primary* staging area as advised by dispatch.

Note: Units will be escorted to the command post.

Warning: Do *not* enter either the runway or taxiway without an escort.

1.7.2 Light Signals

In the event there is a lack or failure of radio communications, all emergency vehicles shall be controlled by the control tower with the following light signals:

- Steady Green - Proceed
- Steady Red - Stop clear of runways
- Flashing White - Turn around and return to where you came from.

1.7.3 Radio Communications

Unless directed otherwise, all responding units will remain on Hollywood's normal dispatch channel, until arrival at the staging area.

- Upon arrival, the officer(s) shall report to the Staging Group Officer for accountability, assignment, and a radio channel based on operational needs.

Note: The Broward Sheriff's Office Department of Fire Rescue utilizes channel 14K while en route to airport emergencies.

The following Broward Sheriff's Office Department of Fire Rescue channels are utilized when operating at the airport during emergency conditions.

Talk Group for:	Channel	Usage
Incident Commander	14K	Crash site operations
On-call Assistant Chief	14F	Resource requests from Dispatch
Fire Battalion Chief	14J	Staging Officer
Rescue Battalion Chief	14I	Medical group



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Authorized By : Fire Chief

Procedure: Response into Seminole Reservation

Revised Date : N/A

Response into the Hollywood Seminole Reservation

1.8 Hollywood Fire/Rescue's Response to the Seminole Reservation

1.8.1 General Information

The City of Hollywood Fire Rescue and Beach Safety Department is contracted by the Seminole Tribe of Florida to respond into the Hollywood Seminole Reservation to provide "Primary Fire Protection and Supplemental Emergency Medical Services". Hollywood units will operate under our established policies and procedures.

1.8.2 Unit Response

Unit response will be in accordance with Procedure 1.0 - Running Assignments and 1.2 - Fire Rescue and Responses. At minimum, one unit will continue response until contact is made "on scene" with Seminole Fire/Rescue.

1.8.3 Access to Hollywood Seminole Reservation

There are three (3) separate entrances into the Seminole Reservation:

- 1) Sheridan Street and N 64th Avenue
- 2) Stirling Road and N 64th Avenue
- 3) 441(State RD 7) and Osceola Drive (Consider this entrance for staging units)

1.8.4 Communications

Hollywood Fire/Rescue will operate on their assigned radio TAC channel. Seminole Fire/Rescue will be patched through to the TAC channel which Hollywood Fire/Rescue is assigned to.

1.8.5 Incident Command System

Hollywood Fire Department is responsible for all fire related incidents on the Seminole Reservation. The first arriving Hollywood Fire/Rescue unit will assume command of all incidents. Command will be transferred/assumed by higher ranking Hollywood Fire Department officers as they arrive on scene.



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1.8.6 Station 108

Station 108 will house Battalion 108, Rescue 108 and Rescue 2108 (There are no suppression units on the Hollywood Seminole Reservation). If available, these units will be responding to Fire and Medical incidents. On all incidents, other than a single unit rescue incident, Seminole Fire/Rescue will be on scene and will assume a supplemental role to assist Hollywood's units.

Note: All residences within the Hollywood Seminole Reservation have generators installed with enough fuel to power the residence for 2 weeks. These generators automatically "turn on" when the power goes out. When securing utilities, responders must also power the generator "off" along with the fuel.