**Boulder County Hazardous Materials Team**

BCHMT Response Model

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| Guideline Number | 1002 |
| Approved By | BOD |
| Date  Date Revised | October 2, 2017  December 16, 2017 |

**Scope:** This guideline applies to all members of the Boulder County Hazardous Materials Team (BCHMT).

**Purpose:** To outline the BCHMT Response Model describing the process flow and agency responsibilities to provide an effective and efficient team response to hazardous materials incidents as dictated in the BCHMT Standard of Cover objectives.

**Guideline:**

* The BCHMT Response Model is a multi-tiered process that includes a Local Agency Response and a BCHMT Full Team Response when on-scene incident hazardous materials assistance is requested by the local agency. Optional response assistance components include a BCHMT Consult Call service.
* A summary of the dispatch process flow for BCHMT notification is provided in the Dispatch Process Flow Diagram attachment.

**Local Agency Response:**

* The local agency responsible for initial response to the hazardous materials incident, usually the local fire department or Boulder County Sheriff’s Office (BCSO), is notified/dispatched by their primary dispatch center (Host/Primary Dispatch Center).
* Local agencies will adhere to their agency SOG’s for their response and operations as the initial responders to the hazardous materials incident.
* When the local agency Incident Commander (IC) determines the stabilization and mitigation of the hazardous materials incident is beyond their level of training and/or available resources, the IC will have two options for assistance from the BCHMT:
  + **BCHMT Response** – If the Local Agency determines they need a response from the BCHMT, then they can request a response through their primary dispatch center. This will initiate a BCHMT Full Team response as the default BCHMT response to the incident.
  + **BCHMT Consult Call** – If the Local Agency is not sure if they need a response from the BCMHT and would like to conduct a Consult Call with a BCHMT representative for advice and recommendations on their specific incident/situation, then they can request through their primary dispatch center to initiate a BCHMT Consult Call and someone from the BCHMT will call them and assist by phone/radio. The BCHMT Consult Call may or may not result in a BCHMT response to the incident scene.

**BCHMT Response:**

* A BCHMT Response will initially default to a BCHMT Full Team Response and includes the following agencies in support of the BCHMT Standard of Cover objectives:
  + Boulder (Unit 2523)
  + Boulder Rural (Unit 2353)
  + Lafayette (Unit 2651)
  + Louisville (Unit 2751)
  + Longmont (Units 2157 + 2155)
  + Mountain View (Unit 2253)
* **The primary dispatch center must clearly identify in the response notification that this is a request for “BCHMT RESPONSE”.**
* After going enroute with your home dispatch center, all units will switch to BCMAC and go enroute on that channel. All internal Team communications will occur on BCMAC
* Once enroute to the incident, the hazardous materials officer on the first due BCHMT Support Agency (Boulder, Lafayette, Longmont, or Mountain View) response unit will contact the IC by phone or radio tactical channel to obtain an incident situation status report. This update will then be passed on to all responding Hazmat units via BCMAC.
* Once the first BCHMT units arrives on the scene of the incident, they will determine along with the IC, if the BCHMT full team response is to continue as dispatched or if any BCHMT units should stage or cancel.
* Cancelation or staging of any BCHMT units should be requested by the IC utilizing their primary dispatch center.
* All BCHMT vehicle/apparatus responses will be non-emergent without the use of emergency lights and sirens unless the IC requests an emergent response or an emergent response is authorized by the responding BCHMT hazardous materials officer.
* Each BCHMT agency will adhere to their internal policies and procedures for resource deployment and backfill/coverage requirements.

**BCHMT Tactical Radio Assignments:**

* BCHMT Units Enroute:
  + BC MAC
* On-Scene BCHMT Ops:
  + As determined by IC/Host Dispatch Center (i.e., BC FTAC2/3/4/5)
  + As determined by BCHMT (i.e., Simplex 1)

**BCHMT Consult Call:**

* The primary dispatch center for the Local Agency requesting a BCHMT Consult Call will initiate their dispatch process to notify the following BCHMT resources depending on the location of the incident:
  + City of Boulder: Boulder Station 7 and/or Battalion Chief
  + City of Longmont: Longmont Station 5 and/or Battalion Chief
  + Boulder County: Lafayette Battalion Chief (Backup=Louisville Battalion Chief)
  + Mountain View Fire Protection (Weld County): Mountain View Battalion Chief
* The primary dispatch center for the incident will collect the IC’s phone number, tactical radio channel, and brief basic incident situation information and pass this information on to the appropriate BCHMT contact point as listed above. **The primary dispatch center must clearly identify in the notification that this is a request for “BCHMT CONSULT CALL REQUEST ONLY”.**
* The BCHMT consultant will speak to the IC via phone/radio and provide the consult assistance as required. The BCHMT consultant will assist the IC with recommendations for hazardous materials incident stabilization/mitigation and if appropriate to have the IC notify their primary dispatch center to request a BCHMT response.
* All BCHMT Consult Calls will utilize the BCHMT Hazardous Materials Consult Checklist (attach to this SOG) to document all Consult Call requests and to help determine the need for BCHMT Response.
* The BCHMT agency conducting the Consult Call service must complete an agency Incident Report on their home agency incident reporting system.
* Electronic PDF versions of the completed BCHMT Hazardous Materials Consult Checklists and the Agency Incident Report are to be sent via email to the BCHMT Lead within 24 hours of the Consult Call.

**BCHMT Response Reporting:**

* All BCHMT agencies/units that were dispatched and/or responded to a BCHMT response request must complete a basic Agency Incident Report on their home agency incident reporting system.
* An electronic PDF version of the completed Agency Incident Reports are to be sent via email to the BCHMT Lead within 24 hours of the incident.
* The BCHMT Lead will be responsible to collect and maintain the BCHMT Incident Response records and documentation in a professional and secure manner that allows for appropriate future reference.

**Attachments:**

* Dispatch Process Flow Diagram
* BCHMT Hazardous Materials Consult Call Checklist