



**CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY**

Date: May 09, 2023

To: Frank Schulte, City Administrator *F.S.*

From: John G. Kosanke, Director of Public Safety

Subject: *John G. Kosanke*
Automatic Aid Agreement

The department is requesting the approval of City Council for the Automatic Aid agreement between all the Grosse Pointe departments and Harper Woods. The agreement has been developed in conjunction with all other involved parties and is critical to the response time for fire services. The agreement would be in effect 24 hours a day, seven days a week.

This agreement is intended to augment, not replace, the long-standing established Mutual Aid agreement between the Grosse Pointe/Harper Woods departments. The Automatic Aid Agreement brings additional vital resources to the scene of a structural fire more quickly and efficiently. The result will be a safer working environment for all department personnel and a better service to residents. In addition, the agreement should help to improve our department's ISO rating.

The agreement has been passed by the Mayor and Council of the cities of Grosse Pointe Farms and Grosse Pointe Park. The agreement has also been reviewed and approved by Grosse Pointe Woods City Attorney Debra Walling.

Thank you for consideration of my request.

RECEIVED

MAY 10 2023

**CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT**

FIRE RESPONSE SERVICES AUTOMATIC AID AGREEMENT

AMONG

THE CITIES OF GROSSE POINTE PARK, GROSSE POINTE CITY,
GROSSE POINTE FARMS, GROSSE POINTE WOODS,
THE VILLAGE OF GROSSE POINTE SHORES, AND HARPER WOODS

THIS FIRE RESPONSE SERVICES AUTOMATIC AID AGREEMENT (this "Agreement"), made and entered into this first day of, June, 2023, by and among the CITY OF GROSSE POINTE PARK, a Michigan municipal corporation (the "Park"), the CITY OF GROSSE POINTE, a Michigan municipal corporation (the "City"), the CITY OF GROSSE POINTE FARMS, a Michigan municipal corporation (the "Farms"), the CITY OF GROSSE POINTE WOODS, a Michigan municipal corporation (the "Woods"), the VILLAGE OF GROSSE POINTE SHORES, a Michigan City (the "Shores"), and the CITY OF HARPER WOODS, a Michigan municipal corporation ("Harper Woods").

WHEREAS, each of the Park, the City, the Farms, the Woods, the Shores and Harper Woods provides fire response services within their respective territorial boundaries;

WHEREAS, each of the Park, the City, the Farms, the Woods, the Shores and Harper Woods has found it to be of mutual benefit from time to time if the fire response services of adjoining or nearby communities are extended on a mutual aid basis into their respective territorial boundaries and into the territorial boundaries of such adjoining or nearby communities; and

WHEREAS, each of the parties to this Agreement desires to enter into a mutual aid plan for fire response services, pursuant to which, in certain defined circumstances, one or more predetermined parties automatically will respond to a fire incident occurring within the territorial boundaries of one of the other parties to this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and undertakings described herein, the parties to this Agreement agree as follows:

1. This Agreement is a guide for day-to-day operations in response to fire incidents occurring in the territorial boundaries of one or more of the parties to this Agreement. This Agreement is an addendum to, and not intended to replace or revise the *Grosse Pointe/Harper Woods Mutual Aid Plan* originally signed into effect 9/13/2012. Additionally, although this Agreement includes a set of Standard Operating Guidelines

- (described below) designed to facilitate the automatic fire response aid called for under this Agreement, the terms of this Agreement shall not preclude any party from providing or implementing from time to time additional or different fire response services in any given instance, either for the direct benefit of the residents and property owners or occupants of a given community or for the indirect benefit of one or more third parties or other communities.
2. The attached Standard Operating Guidelines (“SOG”) shall be used by each party to this Agreement for purposes of facilitating the automatic fire response aid called for under this Agreement. The provisions of the SOG have been approved by the respective Fire Chiefs of each of the parties to this Agreement and, through the ratification of this Agreement, have been adopted as policies of the respective city councils of each of the parties to this Agreement. For each party to this Agreement, the internal details of service to be provided by such party’s fire department or fire division of its public safety department, including (without limitation) general operational policies, employment policies, training, deployment of equipment and personnel, operational command, dispatch and communication services, incident reports, response maps and pre-plans, evaluations of operations and effectiveness, and other similar operational details, shall continue to be under the direct supervision of the Fire Chiefs (or their designees) of the respective parties to this Agreement. Such internal details of service shall, to the greatest extent practicable, be consistent with and facilitate the provisions of the SOG. Day-to-day operational improvements to or modifications of the provisions of the SOG (that would not cause a material change in the policies provided in this Agreement or the provisions of the SOG) may be approved by unanimous consent of the Fire Chiefs of the respective parties to this Agreement. Any proposed modification of this Agreement, or any proposed modification to the provisions of the SOG that would cause a material change in the policies set forth in this Agreement or the provisions of the SOG, must be submitted to the respective city councils of the parties to this Agreement.
 3. Each party to this Agreement shall, at its own expense, develop and provide for the necessary cross connections of its communications system with the communications systems of the other parties to this Agreement.
 4. Each party to this Agreement shall, at its own expense, provide to the other parties a predetermined grid mapping system designating the response area(s) to be included in the automatic fire response aid called for by this Agreement.
 5. The parties agree that the terms of this Agreement and the provisions of the SOG are not intended to reduce fire department or fire division staffing in any of their respective communities.
 6. The fire response services provided by each party pursuant to this Agreement shall be provided at no cost to the other parties. Notwithstanding the preceding sentence, this Agreement shall not be

- deemed or used to preclude or impair the right of any party to seek state and/or federal reimbursement funds in the case of a declared emergency.
7. The capability of any party to this Agreement to respond to fire incidents requiring special equipment shall be determined from time to time by the Fire Chiefs of the respective parties, based upon an assessment of then-available equipment resources of the respective parties.
 8. The parties understand and agree that the responding party's response to a request for aid in any given instance shall depend upon any existing emergency conditions within its own territorial boundaries and the availability of its resources (both equipment and personnel).
 9. The Fire Chiefs of the respective parties to this Agreement are designated as the contact persons for purposes of administration of this Agreement and the provisions of the SOG. Each party's city manager or city council shall be permitted, from time to time, to designate in writing a successor contact person for purposes of administration of this Agreement on behalf of such party.
 10. Except in the instance of any intentional wrongdoing by the parties or their agents, the parties shall not have any rights under this agreement or under any other legal principle to be indemnified or reimbursed by any of the other parties or any of their agents in connections with any claim arising as the result of any services provided in connection with this Agreement.
 11. Any party to this Agreement may terminate its participation under this Agreement at any time by giving written notice to the other parties not later than sixty (60) days prior to the effective date of such termination.

By entering this Agreement, none of the parties waives any of the immunities provided under any applicable federal, state or local law or ordinance, nor any other provision of applicable law or regulation. This Agreement is not intended to confer any third-party legal rights or benefits to any person or entity other than the parties to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK FOR SIGNATURES

Updated 04/05/2023

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**Initial Standard Operating Guidelines
for Automatic Mutual Aid Fire Response
Among
Grosse Pointe Park, Grosse Pointe City, Grosse Pointe Farms, Grosse Pointe
Woods, Village of Grosse Pointe Shores, and Harper Woods**

PURPOSE

This document is to serve as the operational plan to facilitate the Fire Response Services Automatic Aid Agreement (the "Agreement") among Grosse Pointe Park, Grosse Pointe City, Grosse Pointe Farms, Grosse Pointe Woods, the Village of Grosse Pointe Shores, and Harper Woods Departments of Public Safety to ensure the safest operations for all parties (including their personnel) participating in the Agreement.

POLICY

- A. The listed participating Municipalities specified according to the most current mutual aid running card first-alarm assignment will provide each other with one (1) predetermined piece of fire apparatus automatically upon the report of a structure fire, or a reported general fire alarm at a predetermined target hazard address listed on the mutual aid running card (bottom row of card), within the response areas of any of the designated communities.**
- B. For the purpose of automatic aid response, each engine or ladder company shall have a minimum of a three (3)-person crew. The crew will consist of a Company Officer and two firefighters.**
- C. If a department is temporarily unable to immediately provide a three (3)-person crew upon an automatic aid request due to other current active incidents, it will be the responsibility of that department to immediately notify the requesting department so that the next closest department may be dispatched in their place.**
- D. All involved departments will adhere to the Grosse Pointe/Harper Woods Mutual Aid Agreement protocols and establish a PAR (personal accountability response) system**

regulated by their PSAP (public safety answering point) dispatcher(s) for documentation and accountability of emergency personnel and resources for the duration of the incident.

DEFINITIONS

- Engine/Ladder Company – A fire apparatus in good working order that is properly equipped and has passed its most recent annual tests for pumping engines and/or ladder trucks.
- Structure Fire – A structure fire for purposes of automatic fire response aid must meet one of the following criteria:
 - When a caller reports with great certainty that a structure is on fire.
 - When multiple calls are received reporting a structure fire.
 - When a caller self-evacuates and calls from outside the structure.
 - When an explosion is reported in a structure.
 - When, based on information received, the dispatcher feels an actual structure fire exists.
- Response Area – The area within which the participating Departments are the primary fire emergency response service.

OPERATIONAL GUIDELINES

- A. The PSAP dispatcher receiving a call for a structure fire (see definition) or reported general fire alarm at a predetermined target hazard address listed on the mutual aid running card, shall initiate the response of the primary Department and the other first-alarm Departments predetermined to respond for Automatic Aid.**
 - An example of this initiation for a structure fire in Grosse Pointe Farms (East of Kerby) is as follows: “Attention Station 30 and 30 Cars, Station 40 and Station 50 for auto-aid. Respond to 426 Barclay, 4-2-6 Barclay for a residential structure fire. Caller reports that her basement is on fire and sees heavy black smoke. 426 Barclay, time out is 19:56 (initial dispatch time is stated so that an Incident Commander may later note it as a benchmark as to how long a structure has been burning already).
- B. After the initial PSAP dispatch broadcast requesting the predetermined first-alarm assignment, the Commanding Officer of each requested Department will acknowledge the run on the appropriate radio channel and will also state the number of personnel they will be providing. This pertinent information will allow the Incident Commander of the primary Department to quickly gauge if further resources and/or manpower will initially be needed for that emergency response.**

Updated 04/05/2023

- C. If the dispatcher is uncertain about the need for Automatic Aid, when the Shift Commander from the primary Department acknowledges the dispatched run, the Dispatcher shall ask if Automatic Aid resources are required.
- D. The first arriving Company Officer shall assume command until either passing command or being relieved of command by another Company Officer. The highest-ranking, certified Company Officer from the primary Department will have the ultimate authority to assume command.
- E. The Incident Command System (ICS) shall be used at all incidents.
- F. Nothing in the Agreement or in these guidelines shall require a member Department to send resources to an incident if to do so would deplete internal departmental resources below an acceptable level as determined by the Fire Chief or the Chief's designee.

TRAINING

All member Departments will be responsible for meeting the most current minimum standards of both initial and continued mandatory education and training for their respective firefighters and Company Officers set forth by the Michigan Fire Fighters Training Council (MFFTC). In addition, all member Departments shall participate in joint training exercises at mutually agreed upon times and locations to ensure that optimum performance levels are maintained.

MAPS AND PREPLANS

When available, each Department shall provide the others with current response area maps and pre-plans and shall provide updated versions immediately as changes occur.

EVALUATIONS

The primary goal of life safety and property conservation through the response of all Departments is the basis for the initiation of the Agreement and these guidelines. The effectiveness of the procedures contained in these guidelines shall be evaluated not less frequently than annually, or as significant changes occur, by the Fire Chiefs or designee(s) of the member Departments.

Updated 04/05/2023

4891-0956-2951 v2 [4439-1]

	100	200	201	300	301	400	500	501	600	601
LOCATION	<u>GP Park</u> -All Areas	<u>GP City WEST</u> -Cadieux to Lakeland	<u>GP City EAST</u> -University to Fisher	<u>GP Farms WEST</u> -West side of Kerby, and any street west of it	<u>GP Farms EAST</u> -East side of Kerby, and any street east of it	<u>GP Shores</u> -All Areas	<u>GP Woods NORTH</u> -North side of Lochmoor, and any street north of it	<u>GP Woods SOUTH</u> -South side of Lochmoor, and any street south of it	<u>Harper Woods NORTH</u> -North side of Lochmoor, and any street north of it	<u>Harper Woods SOUTH</u> -South side of Lochmoor, and any street south of it
1st ALARM (Box Alarm)	<u>Park</u> E-1 T-1	<u>City</u> E-21 Medstar	<u>City</u> E-21 Medstar	<u>Farms</u> E-3 L-3 Medstar	<u>Farms</u> E-3 L-3 Medstar	<u>Shores</u> E-4	<u>GP Woods</u> L-5 E-5 Medstar	<u>GP Woods</u> L-5 E-5 Medstar	<u>HWFD</u> E-1 Medstar	<u>HWFD</u> E-1 Medstar
	<u>City</u> E-21	<u>Park</u> T-1 E-1	<u>Farms</u> L-3	<u>City</u> E-21	<u>Shores</u> E-4	<u>GP Woods</u> L-5	<u>Shores</u> E-4	<u>HWFD</u> E-1	<u>GP Woods</u> L-5	<u>GP Woods</u> L-5
	<u>Farms</u> E-3	<u>Farms</u> E-3	<u>Park</u> E-1	<u>Park</u> E-1	<u>GP Woods</u> L-5	<u>Farms</u> E-3	<u>HWFD</u> E-1	<u>Farms</u> E-3	<u>Shores</u> E-4	<u>Farms</u> E-3
2nd ALARM	<u>GP Woods</u> L-5 <u>Shores</u> E-4	<u>GP Woods</u> L-5 <u>Shores</u> E-4	<u>GP Woods</u> L-5 <u>Shores</u> E-4	<u>GP Woods</u> L-5 <u>Shores</u> E-4	<u>City</u> E-21 <u>HWFD</u> E-1	<u>City</u> E-21 <u>HWFD</u> E-1	<u>Farms</u> E-3 <u>City</u> E-21	<u>Shores</u> E-4 <u>City</u> E-21	<u>Farms</u> E-3 <u>City</u> E-21	<u>Shores</u> E-4 <u>City</u> E-21
AUTO (1st Alarm) ALL GENERAL FIRE ALARMS		-Beaumont Hospital -Maire School -City Center Apartments		-Cottage Hospital -South H.S. -GP Academy -American House	-Country Club of Detroit	-GPYC -Ford Estate	-North H.S. -Vernier Apts. -Sunrise -Berkshire Condos	-Liggett -Rivers -Pte. Plaza -St. John U/G -VanElslander Cancer Center	-Eastland Commerce Center -ALL SCHOOLS	-The Orchards -Park Place -ALL SCHOOLS