



INCIDENT ACTION PLAN

EMSA Department Operation Center

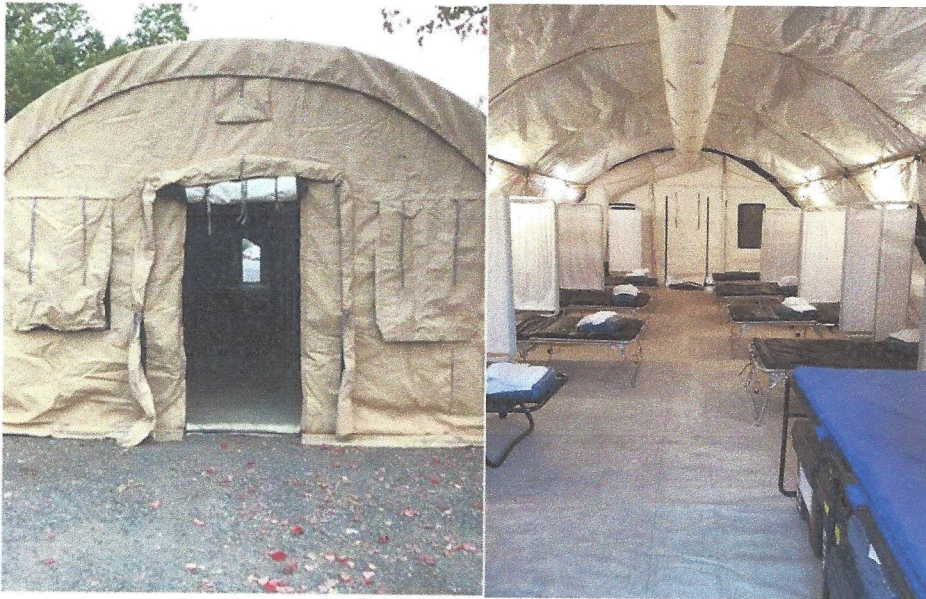
10161 Croydon Rd

Sacramento, CA 95827

IAP # 11

Operational Period

0645 PST 12-2-18 to 1545 PST 12-2-18

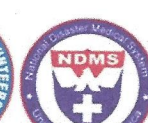


Markell Pierce
EMSA Departmental Operations



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Please do not distribute outside participating agencies



INCIDENT BRIEFING (ICS 201)

1. Incident Name:

2018 November Wildfires

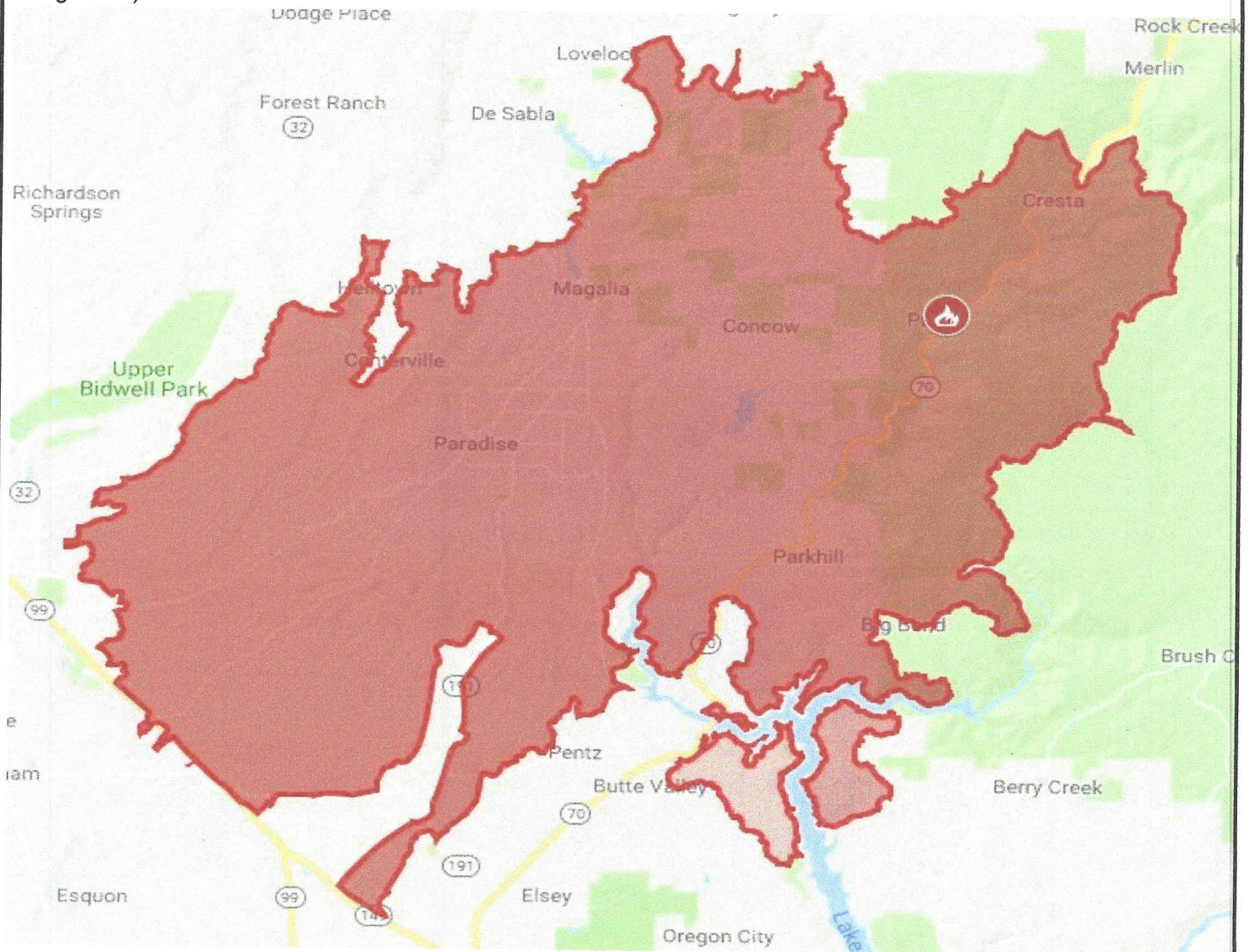
2. Incident Number:

FEMA-4407-DR

3. Date/Time Initiated:

Date: 12/2/18 Time: 0645

4. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment):



5. Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.

ADVISORY: Freeze warning in effect from December 3, 0300 PST until December 3, 0900 PST

• Current Weather:**50°F**

Humidity 62%
Wind Speed calm
Barometer 30.15 in
Dewpoint CF (3°C)
Visibility 40.00 mi
Last update 02-Dec 11:47 am PST

6. Prepared by: Name: Jennaya Young _____ Position/Title: Planning Section Chief _____ Signature: *Jennaya Young*

ICS 201, Page 1

Date/Time: 12/2/18 1400

Incident: 2018 November Wildfires

Date: December 2, 2018

MST – SAFETY MESSAGE

Weather/Environment

- Cold – stay warm
- Isolated flooding

General Work and Working with Equipment

- Supervisors need to highlight 'area specific' hazard areas in briefings
- Supervisors need to adjust/control operations to limit potential injuries
 - Monitor your personnel
 - Ensure availability to hydrate
 - Rotate personnel as appropriate
- HYDRATE – Before, During, and After – Don't wait until you're thirsty!
- Know your objectives and Plan of Action – or Ask
- Maintain the Chain of Command
- Look out for each other – Awareness
- Use proper lifting and carrying techniques
- Work at a steady pace – No need to rush
- Wear medical or work gloves, goggles, and other safety gear where appropriate
- Ensure practical good housekeeping and cleanliness/use hand sanitizer

Driving and Transportation

- Driving in and around the area will be SLOW at all times
- Follow all speed limits
- Always use a spotter when backing ambulances, trucks, and delivery vehicles
- Evaluate surface conditions and drive with the awareness that there are many people working and walking around the area
- Always look and communicate with loaders/off loaders, etc. before moving vehicles

Specific Concerns or Potential Hazards

- Safety is the responsibility of every individual assigned to the Mission
- It is the primary importance and should be a primary consideration throughout all aspects of the operation on or off duty
- Safety in a less controlled environment requires added discipline and consistency
- All injuries shall be reported to the Safety Officer either directly or through the Chain of Command
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- Be aware of placement and stacking items

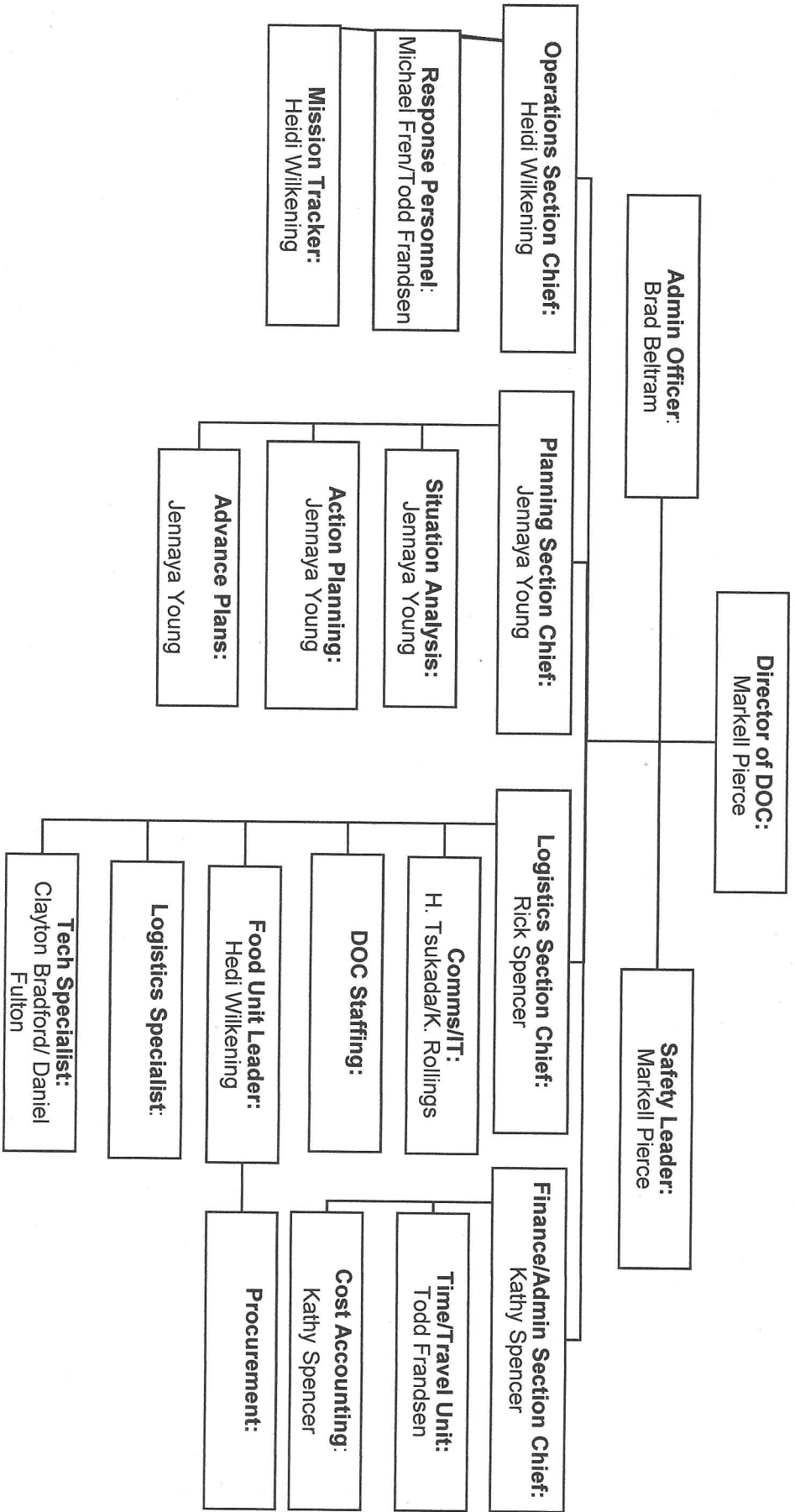
MST SAFETY OFFICER: Markell Pierce

INCIDENT BRIEFING (ICS 201)

1. Incident Name: 2018 November Wildfires	2. Incident Number: FEMA-4407-DR	3. Date/Time Initiated: Date: 12/2/18 Time: 0645																																																																														
7. Current and Planned Objectives: <ul style="list-style-type: none"> • Continue to identify additional CAL-MAT members to support the incident and remain on backfill status. • Continue to coordinate travel arrangements and hotel reservations for members. • Continue to coordinate transportation for CAL-MAT members. • Update Situation Report daily. • Update Incident Action Plan. • Continue to plan for possible events and assets needed for the next 24-36 hours. • Maintain the location and security of assets in the field • Reassess needs of support staff and assets in the field 																																																																																
8. Current and Planned Actions, Strategies, and Tactics: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%; padding: 5px;">Time:</th> <th style="padding: 5px;">Actions:</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Update list of CAL-MAT medical personnel on standby.</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Maintain PULSE System from EMSA DOC to Base of Operations.</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Make all travel/transportation arrangements for all CAL-MAT staff.</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Transport CAL-MAT for mobilization and demobilization.</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Track EMSA tents and assets in the field</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Coordinating DHV for availability for medical and veterinarian staff</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Ensure communication methods are accessible and operable</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Support frequency patching by using ACU-M</td> </tr> <tr> <td style="padding: 5px;">On-going</td> <td style="padding: 5px;">Supply resources being requested from the field and within the EMSA DOC</td> </tr> <tr> <td style="padding: 5px;">12/2/2018</td> <td style="padding: 5px;">CAL-MAT property accountability unit- dispatched 0815</td> </tr> <tr> <td style="padding: 5px;">12/2/2018</td> <td style="padding: 5px;">Send ropes for privacy screens</td> </tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> </tbody> </table>			Time:	Actions:	On-going	Update list of CAL-MAT medical personnel on standby.	On-going	Maintain PULSE System from EMSA DOC to Base of Operations.	On-going	Make all travel/transportation arrangements for all CAL-MAT staff.	On-going	Transport CAL-MAT for mobilization and demobilization.	On-going	Track EMSA tents and assets in the field	On-going	Coordinating DHV for availability for medical and veterinarian staff	On-going	Ensure communication methods are accessible and operable	On-going	Support frequency patching by using ACU-M	On-going	Supply resources being requested from the field and within the EMSA DOC	12/2/2018	CAL-MAT property accountability unit- dispatched 0815	12/2/2018	Send ropes for privacy screens																																																						
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6. Prepared by: Name: Jennaya Young Position/Title: Planning Section Chief Signature:																																																																																
ICS 201, Page 3	Date/Time: 12/2/18 1400																																																																															

DOC Org Chart

Date: 12/2/2018



INCIDENT BRIEFING (ICS 201)

1. Incident Name: 2018 November Wildfires	2. Incident Number: FEMA-4407-DR	3. Date/Time Initiated: Date: 12/2/18 Time: 0645
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10. Resource Summary:					
Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
Pharmaceutical Resupply Order		11/30/18	12/3/18	<input type="checkbox"/>	Awaiting arrival to EMSA DOC
Ropes for privacy screens		12/2/18	12/2/18	<input type="checkbox"/>	In route from EMSA DOC to BoO
				<input type="checkbox"/>	
				<input type="checkbox"/>	
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6. Prepared by: Name: Jennaya Young _____	Position/Title: Planning Section Chief	Signature:
ICS 201, Page 5	Date/Time: <u>12/2/18 1400</u>	

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/2/18 Date To: 12/2/18 Time From: 0645 Time To: 1545															
2. Objective(s): <ul style="list-style-type: none"> • Ensure all actions are prioritized for responders and public safety. • Coordinate the strategies and development of individual incident objectives of CAL-MAT Isolation shelter sites within the scope of this unified command team. • Establish area priorities and assign appropriate resources to incidents based on those priorities. • Ensure continuity of operations of CAL-MAT ISO sites by establishing single point ordering for disposable and durable supplies. • Ensure accurate tracking of assigned resources. • Identify operational period that Health Medical Task Force will operate under. • Ensure all treatment sites provide for the health and safety of public and responders. • Establish communications / liaison with local, operational, and regional area. • Develop operational plan based on identified needs. • Support CALMAT property accountability unit • Develop staffing schedule for DOC past 12/5 on "alert" status 																
4. Operational Period Command Emphasis: <ul style="list-style-type: none"> • Coordinate information sharing between agencies. • Establish a recovery framework for Local Assistance Centers and recovery task forces. • Continue consolidation and reduction in staffing with backup staffing in mind • Label EMSA owned property 																
General Situational Awareness <ul style="list-style-type: none"> • Be aware of potential security risk at all medical tent locations. • Be aware of potential flooding/hazard risks at all medical tent locations. • Be aware of potential safety concerns at all medical tent locations <p style="color: red; font-size: small;">*ADVISORY: Freeze warning in effect from December 3, 0300 PST until December 3, 0900 PST*</p>																
5. Site Safety Plan Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Approved Site Safety Plan(s) Located at:																
6. Incident Action Plan (the items checked below are included in this Incident Action Plan): <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input checked="" type="checkbox"/> ICS 202</td> <td style="width: 33%;"><input checked="" type="checkbox"/> ICS 206</td> <td style="width: 34%;">Other Attachments:</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 203</td> <td><input checked="" type="checkbox"/> ICS 207</td> <td><input type="checkbox"/> _____</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 204</td> <td><input checked="" type="checkbox"/> ICS 208</td> <td><input type="checkbox"/> _____</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 205</td> <td><input checked="" type="checkbox"/> Map/Chart</td> <td><input type="checkbox"/> _____</td> </tr> <tr> <td><input checked="" type="checkbox"/> ICS 205A</td> <td><input checked="" type="checkbox"/> Weather Forecast/Tides/Currents</td> <td><input type="checkbox"/> _____</td> </tr> </table>		<input checked="" type="checkbox"/> ICS 202	<input checked="" type="checkbox"/> ICS 206	Other Attachments:	<input checked="" type="checkbox"/> ICS 203	<input checked="" type="checkbox"/> ICS 207	<input type="checkbox"/> _____	<input checked="" type="checkbox"/> ICS 204	<input checked="" type="checkbox"/> ICS 208	<input type="checkbox"/> _____	<input checked="" type="checkbox"/> ICS 205	<input checked="" type="checkbox"/> Map/Chart	<input type="checkbox"/> _____	<input checked="" type="checkbox"/> ICS 205A	<input checked="" type="checkbox"/> Weather Forecast/Tides/Currents	<input type="checkbox"/> _____
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7. Prepared by: Name: <u>Jennaya Young</u> Position/Title: <u>Planning Section Chief</u> Signature:																
8. Approved by Incident Commander: Name: <u>Markell Pierce</u> Signature:																
ICS 202	IAP Page <u>6</u>	Date/Time: <u>12/2/2018</u>														

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name: 2018 November Wildfires		2. Operational Period: Date From: 12/2/18 Date To: 12/2/18 Time From: 0645 Time To: 1545		
3. Incident Commander(s) and Command Staff:		7. Operations Section:		
IC/UCs	Markell Pierce	Chief	Heidi Wilkening	
Admin Officer	Brad Beltram	Deputy		
Deputy		Staging Area	DOC	
Safety Officer	Markell Pierce	Branch	Response Personnel	
Public Info. Officer	Jennifer Lim	Branch Director		
Liaison Officer		Deputy	DHV	Todd Frandsen
4. Agency/Organization Representatives:		Division/Group	CAL-MAT	Mike Frenn
Agency/Organization	Name	Division/Group	CAL-MAT	Sonya Baker
		Division/Group		
		Division/Group		
		Division/Group		
		Branch		
		Branch Director		
		Deputy		
5. Planning Section:		Division/Group		
Chief	Jennaya Young	Division/Group		
Deputy		Division/Group		
Resources Unit		Division/Group		
Situation Unit	Jennaya Young	Division/Group		
Documentation Unit		Branch		
Demobilization Unit		Branch Director		
Technical Specialists		Deputy		
Advance Planning Lead	Jennaya Young	Division/Group		
Advance Plan Analysis	Jennaya Young	Division/Group		
		Division/Group		
6. Logistics Section:		Division/Group		
Chief	Rick Spencer	Division/Group		
Deputy		Air Operations Branch		
Support Branch		Air Ops Branch Dir.		
Director				
Supply Unit				
Facilities Unit		8. Finance/Administration Section:		
Ground Support Unit		Chief	Kathy Spencer	
Service Branch		Deputy		
Director		Time Unit		
Communications Unit		Procurement Unit		
Medical Unit		Comp/Claims Unit		
Food Unit		Cost Unit	Kathy Spencer	
9. Prepared by: Name: Jennaya Young Position/Title: Planning Section Chief Signature: <i>Jennaya Young</i>				
ICS 203	IAP Page 7	Date/Time: 12/2/18 1400		

ASSIGNMENT LIST (ICS 204)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/2/18 Date To: 12/2/18 Time From: 0645 Time To: 1545	3. Branch: Division: Group: Staging Area:
4. Operations Personnel:		Contact Number(s)
Operations Section Chief: Heidi Wilkening _____		DOC 916-255-1805
Branch Director: <u>Markell Pierce</u> _____		DOC 916-384-1448
Division/Group Supervisor: <u>Markell Pierce</u> _____		DOC 916-384-1448

5. Resources Assigned:		# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information
Resource Identifier	Leader			
Logistics Section	Rick Spencer	1	916-384-1452	EMSA DOC
Planning Section	Jennaya Young	1	916-255-1805	EMSA DOC
Finance Section	Kathy Spencer	1	916-322-4336	EMSA HQ
Operations Section	Heidi Wilkening	3	916-255-1449	EMSA DOC
Admin Officer	Brad Beltram	1	916-384-1448	EMSA DOC

- 6. Work Assignments:**
- Logistics to send rope for privacy curtains to BoO
 - Operations to update CAL-MAT staffing availability.
 - Administrative Officer assist Finance in finalizing orders and acquiring needed information
 - Time/Travel Unit (Finance) update flight plans for demobilization

7. Special Instructions:

8. Communications (radio and/or phone contact numbers needed for this assignment):

Name/Function	Primary Contact: indicate cell, pager, or radio (frequency/system/channel)
_____ / _____	_____
_____ / _____	_____
_____ / _____	_____
_____ / _____	_____

9. Prepared by: Name: Jennaya Young _____ Position/Title: Planning Section Chief

Signature: _____

ICS 204 IAP Page 8 Date/Time: 12/2/18 1400

INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

1. Incident Name:
2018 November Wildfires

2. Date/Time Prepared:
Date: 12/2/18
Time: 1000

3. Operational Period:
Date From: 12/2/18
Date To: 12/2/18
Time From: 0645
Time To: 1545

4. Basic Radio Channel Use:

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talk Group	Assignment	RX Freq N or W/	RX Tone/NAC	TX Freq N or W/	TX Tone/NAC	Mode (A, D, or M)	Remarks
1	1	COMMAND	MED-3T13	CALMAT COMMAND	463.05 N	CSQ	468.05 N	141.3 T 13	A	COMMAND- REPEATER
1	1	COMMAND TACTICAL	MED 9	CALMAT TAC	462.905 N	CSQ	467.95 N	141.3 T 13	A	CALMAT- REPEATER
2	3	OES LOGISTICS CMD	LOGISTICS TAC	LOGISTICS TAC	453.2125 N	156.7 T6	458.4625	156.7 T6	A	CALOES LOGISTICS STAGING TAC
2	7	OES LOGISTICS CMD	OES LOGISTICS CMD	LOGISTICS CMD	453.8625 N	156.7 T7	458.8625	156.7 T6	A	CALOES LOGISTICS STAGING COMMAND

5. Special Instructions:

6. Prepared by (Communications Unit Leader): Name: Markell Pierre Signature: 

ICS 205

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Date/Time:

COMMUNICATIONS LIST (ICS 205A)

12/2/2018		0645-1545		Position Title	Contact Name	Contact Number	Email
EXEC	Director of DOC	Markell Pierce					
	Admin Officer	Brad Beltram	916-384-1448		command.emsadoc@emsa.ca.gov		
	Safety Leader	Markell Pierce					
OPS	Operations Section Chief	Heidi Wilkening					
	Response Personnel	Michael Frenn/ Todd Frandsen	916-255-1805		operations.emsadoc@emsa.ca.gov		
	Mission Tracker	Heidi Wilkening					
PLANS	Planning Section Chief	Jennaya Young					
	Situation Analysis	Jennaya Young					
	Advance Planning Lead	Jennaya Young	916-255-1805		planning.emsadoc@emsa.ca.gov		
	Advance Plan Analysis	Jennaya Young					
	Other	(None)					
	Logistics Section Chief	Rick Spencer					
LOGISTICS	Travel Coordinator	Todd Frandsen					
	Comms/IT	Howard Tsudaka					
	DOC Staffing	(none)	916-384-1452		logistics.emsadoc@emsa.ca.gov		
	Procurement	(none)					
	Food Unit Leader	Heidi Wilkening					
	Logistics Specialist	Clayton Bradford/ Daniel Fulton					
FINANCIAL	Tech Specialist	(None)					
	Finance/Admin Section Chief	Kathy Spencer					
	Travel/Time Unit	Todd Frandsen	916-384-1449		financeadmin.emsadoc@emsa.ca.gov		
	Cost Accounting	Kathy Spencer					

MEDICAL PLAN (ICS 206)

1. Incident Name: 2018 November Wildfires	2. Operational Period: Date From: 12/2/18 Date To: 12/2/18 Time From: 0645 Time To: 1545
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3. Medical Aid Stations:			
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?
CAL-MAT BoO	150 Airport Boulevard, Chico, CA 95973	Don Wyatt 209-303-2726	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

4. Transportation (indicate air or ground):			
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service
First Responder	150 Airport Boulevard, Chico, CA 95973	Don Wyatt 209-303-2726	<input checked="" type="checkbox"/> ALS <input checked="" type="checkbox"/> BLS
DOD Ground FLA	150 Airport Boulevard, Chico, CA 95973	Don Wyatt 209-303-2726	<input checked="" type="checkbox"/> ALS <input checked="" type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS

5. Hospitals:							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
ENLOE Hospital	1531 Esplanade, Chico, CA 95926		N/A	N/A	<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
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					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

6. Special Medical Emergency Procedures:

Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.

7. Prepared by (Medical Unit Leader): Name: <u>Markell Pierce</u> Signature: <u>[Signature]</u>
8. Approved by (Safety Officer): Name: <u>Markell Pierce</u> Signature: <u>[Signature]</u>
ICS 206 IAP Page <u>11</u> Date/Time: <u>12/2/2018</u>