



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		05/09/16			
Department:		Fire			
Department Head		Sam Greif, ext. 7041			
Agenda Coordinator (include phone #): Cynthia Morgan, ext. 7164					
CAPTION					
<p>A Resolution of the City of Plano, Texas, approving the terms and conditions of a Memorandum of Agreement by and between City of Plano and City of Dallas for the City of Plano to serve as a Task Force Participating Agency in the Dallas Regional Urban Search & Rescue Task Force (Texas Task Force 2); authorizing the City Manager or his designee to take such action and execute such documents as necessary to effectuate the Memorandum herein; and providing an effective date.</p>					
FINANCIAL SUMMARY					
<input checked="" type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	FY2015-16	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	0	0	0
Encumbered/Expended Amount		0	0	0	0
This Item		0	0	0	0
BALANCE		0	0	0	0
FUND(s): N/A					
<p>COMMENTS: This item has no financial impact. STRATEGIC PLAN GOAL: Executing a memorandum of agreement between the City of Plano and the City of Dallas relates to the City's goals of Partnering for Community Benefit and Safe Large City.</p>					
SUMMARY OF ITEM					
<p>Memorandum of Agreement between the parties for the City of Plano to serve as a Task Force Participating Agency in the Dallas Regional Urban Search & Rescue Task Force (Texas Task Force 2). Plano Fire-Rescue Firefighter Robert Grant will serve as a Participating Member on Texas Task Force 2.</p>					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Resolution and Memorandum of Agreement			N/A		

A Resolution of the City of Plano, Texas, approving the terms and conditions of a Memorandum of Agreement by and between City of Plano and City of Dallas for the City of Plano to serve as a Task Force Participating Agency in the Dallas Regional Urban Search & Rescue Task Force (Texas Task Force 2); authorizing the City Manager or his designee to take such action and execute such documents as necessary to effectuate the Memorandum herein; and providing an effective date.

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, authorizes governmental entities to contract with each other to perform government functions and services under the terms thereof; and

WHEREAS, the City Council has been presented a proposed Memorandum of Agreement by and between the City of Dallas, Texas, and the City of Plano, Texas, for participation in Texas Task Force 2, a substantial copy of which is attached hereto as Exhibit "A" and incorporated herein by reference (hereinafter called "Memorandum"); and

WHEREAS, upon full review and consideration of the Memorandum, and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the City Manager or his designee shall be authorized to execute it on behalf of the City of Plano.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:

Section I. The terms and conditions of the Memorandum, having been reviewed by the City Council of the City of Plano and found to be acceptable and in the best interest of the City of Plano and its citizens, are hereby in all things approved.

Section II. The City Manager or his designee is hereby authorized to execute the Memorandum and all other documents in connection therewith on behalf of the City of Plano, substantially according to the terms and conditions set forth in the Memorandum.

Section III. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED this the 9th day of May, 2016.

Harry LaRosiliere, MAYOR

ATTEST:

Lisa C. Henderson, CITY SECRETARY

APPROVED AS TO FORM:

Paige Mims, CITY ATTORNEY



**Memorandum of Agreement
Between
The City of Dallas, Dallas Fire-Rescue Department
The Sponsoring Agency of The
Dallas Regional Urban Search & Rescue Task Force (Texas Task Force 2)
And
Texas Task Force 2 Member
And
The Participating Agency / Employer**

This "Agreement" is entered into this ____ day of _____, 20__ by and between the parties designated in Section 1, below, who agree that subject to all of the provisions of this Agreement, the Members named in Section 1.3 of City of Plano, Texas (Participating Agency) will serve as a Task Force Member for the Dallas Regional Urban Search & Rescue Task Force (Texas Task Force 2). Each party further agrees that it assumes all of the duties and responsibilities assigned to that party under this Agreement and that so long as this Agreement remains in effect, the party will fully perform all of those duties and responsibilities.

1. PARTIES

The parties to this Agreement are the following entities:

1.1. Sponsoring Agency:

City of Dallas/Dallas Fire-Rescue Department 1500 Marilla, 7AS City Hall Dallas, TX 75201

1.2. Participating Agency:

City of Plano, Texas

1.3. Participating Member:

2. RECITALS

Sponsoring Agency and Participating Agency and Participating Member have entered into this Agreement in recognition of the following Recitals:

2.1 Task Forces. The Sponsoring Agency is responsible for recruiting and organizing a Task Force consisting of individuals occupying certain specified positions plus additional support personnel, all of whom have been properly trained with the requisite skills and capabilities required for urban search and rescue operations and/or deployment of the Task Force. A Task Force may be deployed as a single unit or it may be reorganized into teams for purposes of modularized responses for limited or specialized Activations. Members of a Task Force may also be deployed as members of a management or other technical team.

2.2 Texas Task Force 2. The City of Dallas/Dallas Fire-Rescue Department is the Sponsoring Agency for Texas Task Force 2 (the "Task Force") and is charged with, among other things, recruiting and organizing members for the Task Force. In the performance of its responsibilities, the Sponsoring Agency may enter into cooperative arrangements with federal, state, or local government entities, or non-profit or for-profit entities, to serve as Participating Agencies in the Task Force and with individuals to serve as Affiliated Personnel of the Task Force. The Sponsoring Agency is obligated to enter into written agreements with those Participating Agencies and Affiliated Personnel setting forth the relationship between the parties. Furthermore, Texas Task Force 2 may be activated upon the request of any local, state, or federal agency or jurisdiction. Hence, the Task Force is considered both a Regional, and State of Texas asset.

2.3 Participating Agency. City of Plano, Texas desires to be a Participating Agency in the Task Force, subject to all of the provisions of this Agreement.

2.4 Participating Member. Those named in Section 1.3 above desire to be a Participating Member in the Task Force, subject to all provisions of the Agreement.

2.5 Definitions of Terms.

- A) Activation: the process of mobilizing TX-TF2 members to deploy to a designated disaster site. When the Task Force responds to such a mobilization request, the member is required to arrive with all equipment and personal gear to the designated Point of Departure (POD) within two hours and thirty minutes of activation notice. The time at which the Task Force member receives a request for activation and accepts the mission will be considered the time at which personnel costs to be charged to Task Force activities shall begin. For

activations involving pre-deployment of members in anticipation of an event, the time at which personnel costs to be charged to Task Force activities shall be determined by the Director of TX-TF2 and/or his designee.

- B) Alert: the process of informing Task Force members that an event has occurred and that TX-TF2 may be activated at some point within the next 24-48 hours.
- C) De-Activation: The process of de-mobilizing Texas Task Force 2 (TX-TF2) members upon notification from the State or DHS/FEMA to stand down.
- D) Director: the Program Director of the Task Force from the Sponsoring Agency.
- E) Disaster Assistance Employee (DAE): a temporary employee, hired under the provisions of the Robert T. Stafford Disaster Relief Act to assist with the activation, movement and deactivation of the Task Force.
- F) DHS/FEMA: the Department of Homeland Security/Federal Emergency Management Agency
- G) GDEM: State of Texas Governor's Division of Emergency Management
- H) Member: An individual who has been formally accepted into Texas Task Force 2, meeting all requirements for skills and knowledge, and is in good standing with regard to compliance of necessary training and fitness.
- I) National Disaster Medical System (NDMS): a cooperative effort of the Department of Health and Human Services (HHS), Department of Defense (DOD), Department of Veterans Affairs (DVA), state and local governments and the private sector entities designed to care for a large number of casualties resulting from a domestic disaster. The Public Health Service (PHS) is responsible for this program
- J) Participating Agency/Employer: the Task Force member's employer, which by execution of this MOA, has provided official sanction of Texas Task Force 2 (TX-TF2) and supports the members' involvement within TX-TF2.
- K) Participating Member: (Also referred to as Participant in this document, and by FEMA as Affiliated Personnel), is defined as "individuals not normally employed by a Sponsoring Agency or Participating Agency and individuals normally affiliated with a Sponsoring Agency or Participating Agency as volunteers."
- L) Point of Departure (POD): Designated location where a task force reports for transport to an incident.
- M) Sponsoring Agency: entity providing resources and administrative oversight to TX-TF2 Urban Search and Rescue Task Force.
- N) State: for the purpose of this MOA, the State of Texas through the Governor's Division of Emergency Management (GDEM).
- O) Task Force/Strike Team: an integrated collection of personnel and equipment meeting standardized capability criteria for addressing search and rescue needs during disasters.
- P) Task Force Sponsored Training: training and/or exercises performed at the direction, control and funding of GDEM or TX-TF2.
- Q) Task Force Sanctioned Training: training and/or exercises performed at the direction, control and funding of a participating agency or Task Force member in order to develop and maintain the US&R capabilities of the member and the Task Force. Task Force sanctioned training shall be coordinated with TX-TF2 staff and receive written authorization to conduct such training prior to the start of the training.
- R) Urban Search and Rescue (US&R): specialized tactics, personnel and equipment suited to the unique search, rescue or recovery problems associated with natural or man-made disasters.

3. AGREED TERMS AND CONDITIONS

3.1 Participating Agency.

3.1.1 Participating Agency agrees to provide personnel to serve in certain designated positions on the Task Force as determined by Sponsoring Agency. A list of the individuals who will occupy those designated positions, and who are referred to in this Agreement as "Participants," as well as other pertinent information about them is contained in Appendix "A". Participating Agency shall reserve the right to refuse a mission based on the needs of the agency and the availability of personnel at the time the request is received.

3.1.2 Participating Agency further agrees that Participants will meet the required qualifications for the positions to be filled and will satisfy other conditions of preparedness and response as required by the Sponsoring Agency.

3.1.3 The Parties will cooperate with each other so as to facilitate achievement of the goals and objectives of the System as fully and completely as possible.

3.2 Participating Member

3.2.1 A Participating Member agrees that he/she will meet/maintain the required qualifications for the position to be filled and will satisfy other conditions of preparedness and response as required by the Sponsoring Agency.

3.3 Third Party Liability and Workers' Compensation.

3.3.1 Participating Agency and its Participants, and Participating Members shall be afforded such coverage for third party liability and workers' compensation as is afforded all Task Forces and their System Members under State law pursuant to State ordered deployment or State mandated training.

3.3.2 Except as afforded by the State of Texas, the responsibility for risks associated with claims for third party liability and workers' compensation arising out of participation in the Task Force, either organizationally by the Participating Agency or individually by its Participants or individually by a Participating Member, shall be the responsibility of Participating Agency or Participating Member, and not under any circumstances, the responsibility of Sponsoring Agency. At all times, Participating Agency shall maintain in full force and effect, and provided proof thereof, for the benefit of its Participants and its other employees engaged in System activities, coverage for workers compensation and third party liability to the full extent required by law.

3.4 Financial Provisions.

3.4.1 Preparedness Funds

3.4.1.1 In its sole discretion, Sponsoring Agency may distribute to Participating Agency such preparedness grant funding as Sponsoring Agency shall be eligible to and does receive from the State or FEMA. Any such distributions shall be subject to the requirements of the preparedness grants and the needs of the Task Force generally.

3.4.1.2 Any other funding received by Sponsoring Agency from sources other than the State of Texas or federal government may also be made available as Sponsoring Agency determines in its discretion. Sponsoring Agency shall make such distributions fairly and equitably taking into account the mission, goals and objectives of the Task Force and the needs of the Sponsoring Agency as compared to other proper needs and demands.

3.4.2 Response Funds

3.4.2.1 Sponsoring Agency shall promptly reimburse Participating Agency for response expenses that are authorized to be incurred by or for the benefit of Participants engaged in Task Force activities. Such expenses must be properly ascertained, accumulated and reported to the Sponsoring Agency.

3.4.2.2 After an Activation, Participating Agency shall provide Sponsoring Agency with a complete cost reimbursement package to be submitted by Sponsoring Agency as part of an overall claim package which Sponsoring Agency is obliged to submit to the State or FEMA. The Participating Agency cost reimbursement package shall be submitted to the Sponsoring Agency within 30 days after the end of the Personnel Rehabilitation Period established in the demobilization order. Participating Agency's cost reimbursement package shall be prepared in conformance with applicable state and federal directives which Sponsoring Agency shall disseminate to Participating Agency.

3.4.2.3 Participating Agency shall provide Sponsoring Agency with employee compensation information for its Participants at least annually, or as changes occur in compensation rates payable to Participants. That information and other pertinent Participant data required by Sponsoring Agency shall be provided in an updated version of Appendix "B" and is a requirement addressed in Appendix "C".

3.4.2.4 To ensure proper reimbursement, the compensation of Participants on the Task Force shall be in accordance with pay schedules and policies established by Appendix "B", from the time of activation and until the Task Force returns and is deactivated.

3.4.2.5 All financial commitments of Sponsoring Agency are subject to the availability and receipt of funds by Sponsoring Agency from the State of Texas or FEMA and other sources.

3.4.2.6 Neither Participating Agency nor any Participant shall be reimbursed for costs incurred outside the scope of this Agreement.

3.5 Reporting And Record Keeping Requirements.

3.5.1 The Participating Agency shall provide the Sponsoring Agency with the records described in Appendix "C".

3.5.2 The Sponsoring Agency shall issue a Task Force Picture Identification Card for all individuals listed in Appendix A [see Section 3.1].

3.5.3 Participating Agency shall ensure that any medical or other records and information that are afforded confidentiality under applicable law are protected from unauthorized disclosure.

3.5.4 Participating Agency shall provide prompt and accurate reporting as specified in this Agreement.

3.6 Mandatory Minimum Requirements For Participation. Each Participant must satisfy all of the following for participation on the Task Force.

3.6.1 Each Participant employed by a Participating Agency shall be an employee in good standing of the Participating Agency. *Entry-level employees who are probationary or in a similar status are not eligible.*

3.6.2 Each Participant shall be of good moral character and shall not have been convicted of any felony or any other criminal offense involving moral turpitude.

3.6.3 Participants serving in a Task Force position that requires the individual to hold a license, registration, certificate or other similar authorization to lawfully engage in an activity must hold the appropriate authorization, which must be current and validly issued.

3.6.4 Subject to any applicable State or FEMA standards, each Participant must meet the medical/fitness standards mutually agreed upon by Sponsoring Agency and Participating Agency and not have any medical condition or disability that will prevent performance of the duties of the Task Force position he/she occupies.

3.6.5 Each Participant must be available on short notice to mobilize within 2 hours and 30 minutes of request and be able to respond on a mission for up to 14 days.

3.6.6 Each Participant must be capable of improvising and functioning for long hours under adverse working conditions.

3.6.7 Each Participant must receive such inoculations as are specified by the Sponsoring Agency.

3.6.8 Each Participant must be aware of the signs, symptoms and corrective measures of Critical Incident Stress Syndrome.

3.6.9 Each Participant must understand and adhere to safe working practices and procedures as required in the urban disaster environment.

3.6.10 Each Participant must have a working knowledge of the US&R System and the Task Force's organizational structure, operating procedures, safety practices, terminology and communication protocols.

3.6.11 Each Participant must have completed such courses of education and training and other requirements as the Sponsoring Agency shall specify.

3.6.12 Sponsoring Agency has authority to immediately suspend or terminate a Participant's participation on the Task Force for failure to satisfy any mandatory requirement.

3.7 Clothing and Equipment.

3.7.1 Prior to the execution of this Agreement, the Sponsoring Agency and Participating Agency, will determine the issuance of personal protective clothing and equipment for use in Task Force activities and operations. In the event of Activation, Participant shall provide certain additional items of personal clothing and equipment. All these matters are detailed specifically in Appendix "D". Items of clothing and equipment supplied by Sponsoring Agency shall remain the property of Sponsoring Agency and shall be returned promptly whenever a person ceases to be a Participant.

3.7.2 Subject to TX-TF2 requirements, all uniforms will display the official patch of the Task Force and the official patch of the Participating Agency, as specified by the Sponsoring Agency. The Sponsoring Agency shall specify the design of the uniform and any identifying insignia or markings.

3.8 Command, Control and Coordination.

3.8.1 When a Participant has been Activated or has otherwise been placed at the direction, control and funding of the State or FEMA, such as, for example, during participation in State sponsored training, the ultimate authority for command, control and coordination of the service of the Participant reposes with TX-TF2 exercised through the system chain of command. Subject to the principle just stated, the following provisions of this Section 3.8 govern the responsibilities of the parties with respect to supervisory, disciplinary and other specified aspects of the Participant's employment within the context of his/her participation on the Task Force

3.8.2 Sponsoring Agency shall exercise direct supervisory authority over Participants during Activations, deployments and other activities of the Task Force conducted by Sponsoring Agency, but for disciplinary purposes, that authority is limited to temporary suspension or permanent exclusion from participation. In all other instances where disciplinary action may be necessary, Sponsoring Agency shall report the pertinent circumstances to Participating Agency, which shall cooperate with Sponsoring Agency and shall administer discipline as appropriate in accordance with the Participating Agency's established rules and regulations.

3.8.3 Nothing in this Agreement is intended to, nor does it, affect the employer-employee relationship between Participating Agency and its employees who are Participants, and Participating Agency shall at all times continue to be fully responsible for all of its employment obligations to its employee Participants, including the compensation and benefits that the Participating Agency has agreed to provide.

3.8.4 While participating in System activities conducted by the Task Force, Participants shall be subject to and observe and comply with all lawful orders and directions of the authorized representatives of Sponsoring Agency and the Task Force. Sponsoring Agency retains the right to suspend or exclude any Participant from participation on the Task Force for cause including failure to abide by the provisions of this Agreement.

3.9 Media and Information Policy.

3.9.1 Subject to applicable law, including State regulations and directives, all photographs and video taken during a deployment will be kept under the control of Sponsoring Agency until use in internal or external education programs or other dissemination is approved by the State.

3.9.2 All applicable federal, state, and local media policies will be strictly enforced and followed.

3.9.3 Subject to applicable rules and regulations, Sponsoring Agency will have the primary responsibility for coordination of media coverage and liaison with media sources and representatives concerning activities of the Task Force. Sponsoring Agency shall endeavor to expose all Participating Agencies and Participating Members to favorable media coverage opportunities.

3.10 Rules of Conduct.

3.10.1 All Participants will be expected to abide by the rules of conduct established by the Sponsoring Agency.

3.10.2 The failure of a Participant to abide by the rules of conduct constitutes may result in suspension or exclusion from the Task Force under Section 3.8 above.

3.11 Preparedness Activities.

3.11.1 Sponsoring Agency shall conduct Task Force management, administration, training, equipment procurement and other preparedness activities required by the State. Participating Agency and its Participants shall cooperate with Sponsoring Agency and shall participate in the activities as necessary to achieve Task Force preparedness goals and objectives.

3.11.2 Specific training activities to be conducted, respectively, by Sponsoring Agency and by Participating Agency including training, administration and reporting requirements, are contained in Appendix "E".

3.11.3 As established by System directives but subject to the availability of state and federal funding, Sponsoring Agency shall procure and maintain required caches of equipment and supplies. The contents of these caches shall be utilized for deployments of the Task Force and, subject to state and federal rules and regulations, will be made available for training activities of Sponsoring Agency and Participating Agency, Participating Member. Participants shall use Task Force cache

equipment and supplies only for authorized purposes and shall exercise reasonable care to protect and preserve the property against loss or damage. The Participating Agency shall be financially accountable for any Task Force property that is lost or damaged due to negligence or unauthorized use by the Participating Agency, to the extent authorized by Texas law.

3.12 Notification Procedures and Other Communications.

3.12.1 Alerts and Activation.

3.12.1.1 Sponsoring Agency's commander/chief executive officer or his/her designee shall determine whether the Task Force is capable of and will respond to Activation Orders.

3.12.1.2 Participating Agency shall maintain at all times a "Point of Notification" for receipt of notices from Sponsoring Agency concerning possible deployments of the Task Force. The Point of Notification shall include 24-hour telephonic and electronic capabilities. Information concerning the Participating Agency Point of Notification shall be set forth in Appendix "F".

3.12.1.3 Upon receipt of Alert or Activation Orders, Sponsoring Agency shall give prompt telephonic and electronic notice to Participating Agency's Point of Notification. The notice shall designate the Task Force positions for which Participating Agency's Participants are being requisitioned, the location of the assembly point, and to the extent known, the nature and character of the Activation.

3.12.1.4 Participating Agency shall at all times maintain the capability of providing requisitioned Participants for participation on a deployment of the Task Force, but reserves the right to decline the mission based on the needs of the agency and the availability of qualified personnel.

3.12.1.5 Upon receipt of an Activation Order for the Task Force, Participating Agency shall cause the required Participants to respond to the assembly point designated in the notice.

3.12.1.6 Upon receipt of an Activation Order for the Task Force, Participating Member shall notify the Task Force that he/she is available for deployment and respond to the assembly point.

3.12.2 Mobilization.

3.12.2.1 All requisitioned Participants will respond to the designated assembly point within 2 hours and 30 minutes of notification with all required personal clothing and equipment and required documentation.

3.12.2.2 Participating Agency will select its Participants through a pre-established selection system that ensures the requisition is promptly filled with fully qualified Participants.

3.12.2.3 Selected Participants will be subject to a pre-deployment medical screening. Any Participant who fails the screening will not be deployed.

3.12.2.4 Sponsoring Agency retains the sole right to determine which Participating Agency personnel, Participating Member, if any, will respond with the Task Force when Activated.

3.12.3 Other Communications. Sponsoring Agency will remain in contact with Participating Agency through the Participating Agency Point of Notification during the period of Activation.

3.13 Critical Incident Stress Syndrome ("CISS") and Management.

3.13.1 Sponsoring Agency will have primary responsibility to provide CISS training, intervention and support, before, during and after activation.

3.13.2 Costs incurred for unauthorized CISS activities are not eligible for reimbursement.

4. GENERAL PROVISIONS

4.1 Effective Date. This Agreement shall be effective when it has been duly and regularly authorized and executed by all parties.

4.2 Authority. As more specifically indicated above and below, this Agreement is made (a) pursuant to the provisions of the Interim Final Rule or the Final Rule; and (b) under the authority of Texas law, in furtherance of the purposes of the National Urban Search and Rescue Response System,

4.3 Contents of the Agreement. Upon its execution, the Agreement consists of this Agreement, along with the following Appendices and other attachments, if any:

4.3.1 Appendix "A" – The list of qualified participants from the participating agency, serving as "members" of the Task Force.

4.3.2 Appendix "B" – US&R Task Force position pay scale and reimbursement policies.

4.3.3 Appendix "C" – Task Force reports and record keeping requirements.

4.3.4 Appendix "D" – Clothing and equipment provided by Task Force and required of participants.

4.3.5 Appendix "E" – US&R Task Force position descriptions and training requirements.

4.3.6 Appendix "F" – Point of contact information for Participating Agency and Sponsoring Agency.

4.4 Amendments and Termination.

4.4.1 Except as otherwise expressly provided, this Agreement may be modified or amended only by another written agreement approved and executed by all parties, and all such amendments will be attached to this Agreement.

4.4.2 Term and Termination. The Agreement shall continue in effect unless and until terminated as provided in this Agreement. The Agreement may be terminated by any party upon 30 days written notice, except that Participating Agency may not terminate this Agreement without the written consent of Sponsoring Agency during any time interval when the Task Force has been placed on Alert status or has been Activated if the Alert or Activation affects Participants of the Participating Agency.

4.5 Miscellaneous Provisions.

4.5.1 The obligations of the Participating Agency set forth in this Agreement are non-delegable and may not be assigned to or assumed by any other person without the prior written consent of Sponsoring Agency.

4.5.2 Except and to the extent federal law controls, this Agreement shall be construed and enforced, as between the parties, according to the laws of the State of Texas.

4.5.3 No party shall engage in any conduct or activity in the performance of this Agreement or participation in the System that constitutes a conflict of interest under applicable federal, state or local law, rules and regulations.

4.5.4 Each party shall at all times observe and comply with all applicable federal, state and local laws, rules and regulations.

4.5.5 Except as provided otherwise with respect to emergency notifications, if it is necessary for the purposes of this Agreement for one of the named parties to give notice to the other named party, notice shall be in writing with the expenses of delivery or mailing fully prepaid and shall be delivered by personal service or a form of public or private mail service requiring proof of delivery. Notice is effective upon personal delivery, or by mail service, on the date of either actual receipt or five days after posting, whichever is first. Unless changed in writing in accordance with this Section, notice shall be served on the party at the address shown in Sections 1.1 and 1.2 and 1.3 of this Agreement.

4.5.6 Titles and section headings are for convenience only and are not a part of the parties' Agreement.

4.5.7 Should any provision of this Agreement be determined to be invalid or unenforceable under applicable law, the provision shall, to the extent required, be severed from the remainder of the Agreement which shall continue in full force and effect.

4.5.8 This Agreement and its provisions are binding upon and inure to the benefit of the parties and to their respective successors in interest, provided, however, this Agreement does not and will not bestow any rights or remedies upon persons to whom an unlawful delegation or assignment has been made by Participating Agency.

4.5.9 This Agreement is made for the sole and exclusive benefit of the named parties and their lawful successors in interest, and no other person or entity is intended to, nor shall such other person or entity acquire or be entitled to receive any rights or benefits as a third-party beneficiary of this Agreement.

4.5.10 Neither the United States of America or the State of Texas is a party to this Agreement.

4.5.11 Each person executing this Agreement represents that: he/she was and is lawfully authorized to sign the Agreement on behalf of the party he/she represents; execution of the Agreement was duly and regularly authorized by the party's governing body; and, to the person's best knowledge and belief the Agreement is a binding and enforceable obligation of the party on whose behalf he/she acted.

4.5.12 Each party represents to the other: that the party has fully read and understood all of the provisions of this Agreement including the Appendices and other attachments, if any; that the party has secured and considered such legal advice and other expert counsel as the party deemed necessary and advisable for these purposes; and, that in agreeing to execute and become a signatory to this Agreement the party has deemed itself adequately informed and advised as to all of the risks assumed and obligations undertaken pursuant to this Agreement.

4.5.13 This Agreement, including the Appendices and attachments, if any, constitutes the entire agreement between the parties and it supersedes any prior agreements on this matter.

5. EXECUTION

This Agreement was executed by the parties on the dates shown below.

Sponsoring Agency

APPROVED AS TO FORM:
WARREN M. S. ERNST
City Attorney

CITY OF DALLAS
A. C. GONZALEZ
City Manager

BY _____
Assistant City Attorney

BY _____
Assistant City Manager

Participating Agency

APPROVED AS TO FORM:

City of Plano, Texas

BY _____
Legal Officer (e.g. City Attorney)

BY _____
Authorized Officer (e.g. Mayor, City Manager)

(Type or Print Name and Title)

(Type or Print Name and Title)

Participating Member

Participating Member

BY _____
Participating Member

BY _____
Participating Member

Participating Member

Participating Member

BY _____
Participating Member

BY _____
Participating Member

Participating Member

Participating Member

BY _____
Participating Member

BY _____
Participating Member

Date: _____

APPENDIX A



Overview

This appendix provides the necessary information for Participating Members and Participating Agencies entering into Agreement with Texas Task Force 2 (TX-TF2). The section will:

- Provide the “TX-TF2 Applicant Information Application Form 307-2” for an individual interested in applying for membership with the Task Force. Applicant information will include:
 - Personal information
 - Notification information
 - TF Position (s) being applied for
 - Emergency contact information
 - Special Qualifications
 - Training overview
 - Participating Agency (if applicable)

- Provide the “Participating Agency Participant Roster Form 307-3”. This form will include:
 - Name of the Participating Agency
 - Contact information
 - Certified members assigned to TX-TF2
 - Period of Performance

All applicable Forms will be attached to the MOA for filing.

APPENDIX B



Overview

This appendix provides the necessary information regarding Task Force Pay Scales and Reimbursement Procedures for Participating Members and Participating Agencies entering into Agreement with Texas Task Force 2 (TX-TF2).

A) Pay Rates

- 1) TX-TF2 will reimburse its Participating Agencies for the participation of each Task Force Member who is employed by that Participating Agency at the hourly rate of salary identified on the most current payroll printout provided by the Participating Agency requesting salary reimbursement. TX-TF2 may also reimburse Participating Agencies for the allocable portion of fringe benefits paid to or on behalf of the Task Force member during the period of activation. The actual benefits paid must also be shown on or attached to the Participating Agency's payroll printout submitted to TX-TF2. Participating Agencies will use the Form 307-6 and attach accompanying documentation when requesting reimbursement.
- 2) A Participating Member, an individual resource (Affiliated Personnel), members not employed by a Participating Agency will be paid at a rate identified with his/her Task Force Position on the TX-TF2 Pay Schedule by Position, Form 307-6B (attached). The individual resource's 40-hour workweek will begin upon acceptance of a mission. The individual will be paid for the first 40-hours at the standard base rate of pay, and at one and one half (1 ½) times for all other hours in that same week. The workweek will consist of seven consecutive workdays to include weekends and holidays.

B) Work Shift

- 1) Every day is considered a workday during the Activation, until the Activation is over, and the Task Force returns to its original Point of Assembly. Therefore, Saturday, Sunday, holidays and other scheduled days off are also considered workdays during the period of Activation
- 2) All individuals are assured pay for base hours of work, mobilization and demobilization, travel, or standby at the appropriate rate of pay for each workday.
- 3) All non-FLSA exempt Task Force members will receive their standard base rate of pay, converted to a 40-hour work week, for the first 8-hours of each work day and the first 40-hours of work each week. Hours eligible for compensation above this will be paid at one and one half (1 ½) times the members base rate of pay.
- 4) All FLSA-exempt Task Force members will receive their normal salary for all hours worked during the Activation. FLSA-exempt members will not receive overtime compensation.

C) Ordered Standby

Compensable standby shall be limited to those times when an individual is held, by direction or orders, in a specific location, fully outfitted and ready for assignment.

D) Reimbursement

All “Financial Provisions” which exist in Section 3.4 of the MOA shall apply to reimbursement procedures.

TX-TF2 Pay Schedule By Position Form 307-5

Texas Task Force 2 has adopted the following pay rates for Task Force Members who are not employed by a Participating Organization / Agency. The rates for all except the Medical Team Manager are based on the current GS-Salary Tables for GS11/5, GS12/5, GS13/5, and GS15/5, plus locality pay.

2010 GS Base Rates

Assignment	Hourly Rate	Assignment	Hourly Rate
Medical Team Manager	\$85.00	Safety Officer	\$39.50
Task Force Leader	\$46.97	Rescue Squad Officer	\$39.50
Structural Specialist	\$65.29	Planning Officer	\$39.50
HazMat Manager	\$39.50	Technical Information Specialist	\$39.50
Search Team Manager	\$39.50	Communications Specialist	\$39.50
Rescue Team Manager	\$39.50	Technical Search Specialist	\$32.95
Logistics Team Manager	\$39.50	Rescue Specialist	\$32.95
Plans Manager	\$39.50	Medical Specialist	\$32.95
		Logistics Specialist	\$32.95
		Heavy Rigging Specialist	\$32.95
		HazMat Specialist	\$32.95
		K-9 Specialist	\$39.50
		Ground Support	\$32.95



TX-TF2 Request for Reimbursement Form 307-6



I. Participating Agency

Invoice Number: _____

<i>Participating Agency / Organization Name:</i>		
<i>Agency Address: (street, city or town, state, Zip code):</i>		
<i>Date:</i>	<i>Fed Tax ID Number:</i>	<i>Business Fax:</i>
<i>Primary Contact Person:</i>	<i>Business Telephone:</i>	<i>E-mail Address:</i>
	<i>Cellular Telephone:</i>	
<i>Check Payable to:</i>		

Employee Information

Complete one form for each employee

II. Reimbursement Information

<i>Name of Employee:</i>	<i>TF Position:</i>	<i>SS# (Last 4 digits):</i>	<i>Regular Hourly Rate:</i>	
<i>Rank:</i>				
<i>TF Alert Date & Time:</i>	<i>TF Activation Date & Time:</i>	<i>TF Demobilization Date & Time:</i>	<i>Time Employee Starts Shift:</i>	<i>Time Employee Ends Shift:</i>
<i>Incident Name:</i>				
<i>Day of Week Deployed:</i>	<i>Dates of Deployment:</i>	<i>US&R Work Hours:</i>	<i>Straight Time Hours:</i>	<i>Overtime Hours:</i>

<i>Total Amount Requested:</i>	<p>Once this form is completed, please forward along with the appropriate payroll printouts to the following:</p> <p>Mr. Donzell Gipson – Assistant Director, Financial Services Dallas Fire-Rescue Department City Hall – 7AS Dallas, TX 75201</p> <p>For questions concerning this form, please contact Heather Sherlock at 214-670-7953</p>
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Certification:

I certify, to the best of my knowledge and belief, that the billed costs or disbursements are in accordance with the terms and conditions of the Memorandum of Agreement, and that payment is due and has not previously been requested.

Signature: _____ Date: _____

Name / Title: _____

TX-TF2 Request for Reimbursement Form 307-6B



I. Personal Information

<i>Name:</i>		
<i>Address: (street, city or town, state, Zip code):</i>		
<i>Date:</i>	<i>Telephone:</i>	<i>Fax:</i>
<i>Cellular Telephone:</i>		
<i>Email Address:</i>		

Employee Information

Complete one form for each employee

II. Reimbursement Information

<i>Name:</i>		<i>TF Position:</i>		<i>SS# (Last 4 digits):</i>		<i>Regular Hourly Rate:</i>	
<i>TF Alert Date & Time:</i>	<i>TF Activation Date & Time:</i>	<i>TF Demobilization Date & Time:</i>	<i>Time Employee Starts Shift:</i>	<i>Time Employee Ends Shift:</i>			
<i>Incident Name:</i>							
<i>Day of Week Deployed:</i>	<i>Dates of Deployment:</i>	<i>US&R Work Hours:</i>	<i>Straight Time Hours:</i>	<i>Overtime Hours:</i>			
<i>Additional Dates Worked:</i>	<i>Total Hours Worked:</i>	<i>Straight Time Hours:</i>		<i>Overtime Hours:</i>			

<i>Total Amount Requested:</i>	<p>Once this form is completed, please forward along with the appropriate payroll printouts to the following:</p> <p>Mr. Donzell Gipson – Assistant Director, Financial Services Dallas Fire-Rescue Department City Hall – 7AS Dallas, TX 75201</p> <p>For questions concerning this form, please contact Heather Sherlock at 214-670-7953</p>
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III. Certification:

I certify, to the best of my knowledge and belief, that the billed costs or disbursements are in accordance with the terms and conditions of the Memorandum of Agreement, and that payment is due and has not previously been requested.

Signature: _____ Date: _____

Name / Title: _____

APPENDIX C



Overview

This appendix provides the necessary information regarding Reports and Recordkeeping for Participating Members and Participating Agencies entering into Agreement with Texas Task Force 2 (TX-TF2).

A) Reports

- 1) Participating Members (Affiliated Personnel) – Reserved
- 2) Participating Agencies – Reserved

B) Record Keeping

- 1) Participating Members (Affiliated Personnel) – It will be the responsibility of the Sponsoring Agency to maintain records on all Participating Members designated as Affiliated Personnel.
 - 1.1 Individuals are required to provide the Sponsoring Agency with items such as certificates of training, shot records, drivers license numbers, etc. during their affiliation with the Task Force.
 - 1.2 All supporting documentation will accompany the Task Force Form 307-2 when making application with the Task Force.
 - 1.3 Individuals shall notify the Sponsoring Agency of changes to their personal file within 30-days from the date of change.
- 2) Participating Agencies - will maintain certificates of training, shot records, drivers license numbers, etc. on their members, during their affiliation with the Task Force.
 - 2.1 Participating Agencies shall be responsible for “Credentialing” their personnel assigned to positions on the Task Force.
 - 2.2 The Task Force Form 307-3 will be utilized to document credentialed members. The Participating Agency will update the 307-3 when warranted.

APPENDIX D



Overview

This appendix provides the necessary information regarding Clothing and Equipment issuances for Participating Members and Participating Agencies entering into Agreement with Texas Task Force 2 (TX-TF2).

A) Clothing and Equipment Allocations

Members assigned to positions on the Task Force shall be provided with the proper personal protective equipment prior to participating in approved training courses, and deployments.

This Appendix will accompany the MOA and will specify in detail, if the necessary equipment will be provided by the Sponsoring Agency, the Participating Agency, or the individual directly. (See Section C)

B) Required Equipment

The following equipment is required for Regional and State Deployments:

SA – Sponsoring Agency, PA – Participating Agency, I - Individual

Item Description	Quantity	Responsibility Of
Blue BDU Trousers		SA, PA, I
Blue BDU shirt with PA & US&R patches		SA, PA, I
US&R Picture ID		SA
US&R Belt		SA, PA, I
US&R T-shirt		SA, PA, I
US&R Safety Boots		SA, PA, I
Ball cap (optional)		SA, PA, I
US&R Equipment Bag		SA, PA, I
Navy blue or black heavy jacket (seasonal)		SA, PA, I
Rain Gear		SA, PA, I
Underwear		I
Socks		I
Bath Towel		I
Wash Cloth		I
Personal Hygiene and Grooming Kit		I
Eyeglasses		I
Sunglasses		I
1-Week worth of medications		I

Appendix D – Memorandum of Agreement APP D

Item Description	Quantity	Responsibility Of
Wristwatch		I
Food and water for 24 hours		SA
Administrative kit for assigned position		SA
Nimrod Backpack		SA, PA, I
Safety Helmet with chin strap and helmet light		SA, PA, I
US&R Gloves		SA, PA, I
Firefighting Gloves (for hot work, welding, etc.)		SA, PA, I
Eye Protection		SA, PA, I
Hearing Protection		SA, PA, I
SCBA Face Piece		SA, PA, I
N95 Particulate Mask		SA, PA, I
Flashlight, with spare batteries and bulbs		SA, PA, I
Drinking Water & MRE		SA
Knee pads		SA, PA, I
Bandanas		I
Sunscreen & Insect Repellent		I
FOG Manual		SA, PA, I

C) Authorization of Equipment (*Attach to MOA*)

By signing below, those Agencies and/or Individual agree to the issuance of equipment detailed in Section B.

I. Participating Agency

Signature: _____ Date: _____

Name / Title: _____

II. Individual

Signature: _____ Date: _____

Name: _____

III. Sponsoring Agency

Signature: _____ Date: _____

Name / Title: _____

APPENDIX E



Overview

This appendix provides the necessary information regarding Task Force Position Descriptions and Training Requirements for Participating Members and Participating Agencies entering into Agreement with Texas Task Force 2 (TX-TF2).

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National Urban Search and Rescue System

POSITION DESCRIPTIONS

Texas Task Force 2 - Training Requirements

Urban Search & Rescue Position Descriptions

These Position Descriptions (PD's) provide detailed information to be used in order to maintain the operational capability of urban search and rescue participants. Individuals, as well as jurisdictions shall review the information herein and make any changes necessary to their current training doctrine in order to maintain compliance with the specific PD.

This section details:

- General Training Requirements
- Position Specific Training Requirements

References

References used to develop these Position Descriptions include the following:

- National Fire Protection Association, NFPA 1006, Standard for Technical Rescuer Professional Qualifications 2008 Edition
- National Fire Protection Association NFPA 1670, Standard on Operations and Training for Technical Search and Rescue Incidents 2009 Edition
- Federal Emergency Management Agency (FEMA), Task Force Position Descriptions June, 2011
- Occupational Safety and Health Administration (OSHA) Standard 29 CFR Part 1910 Subpart H, 120 – Hazardous Waste Operations and Emergency Response
- Occupational Safety and Health Administration (OSHA) Standard 29 CFR Part 1910 Subpart I, 134 – Respiratory Protection
- Occupational Safety and Health Administration (OSHA) Standard 29 CFR Part 1910 Subpart J, 146 – Permit Required Confined Spaces
- Occupational Safety and Health Administration (OSHA) Standard 29 CFR Part 1910 Subpart Z, 1030 – Blood borne Pathogens
- Federal Emergency Management Agency (FEMA) 509-8, Search & Rescue Job Titles, August 2007
- National Incident Management System (NIMS) – Training Program, September 2011

Texas Task Force 2 - Training Requirements

GENERAL TRAINING REQUIREMENTS

General Training Requirements:

Each individual participating in Urban Search & Rescue resource shall:

1. Complete Critical Incident Stress awareness training.
2. Complete IS-100, IS-200, IS-700 and IS-800B online training courses
3. Complete their jurisdictional US&R Response System/Team Orientation
4. Complete training at the First Responder Operations Level for Hazardous Materials (OSHA 29 CFR, 1910.120)
 - a. Complete annual refresher training as required for First Responder Operations Level for Hazardous Materials (OSHA 29 CFR, 1910.120).
5. Be currently certified in Cardiopulmonary Resuscitation (persons currently licensed or certified as EMT (all levels) and licensed Board Certified Emergency Physicians inherently meet this requirement).
6. Complete respiratory protection training per OSHA 29 CFR 1910.134 (k)
 - a. Complete refresher training as required for respiratory protection training per OSHA 29 CFR 1910.134 (k)
 - b. Have successfully completed an annual quantitative respiratory protection fit test required per 29 CFR 1910.134 App. A
7. Complete NFPA 1670 Awareness Level training for:
 - a. Confined space rescue operations
 - b. Water rescue operations
 - c. Structural collapse operations
8. Complete Blood-borne Pathogen training in accordance with OSHA 29 CFR 1910.1030.
9. US&R WMD Enhanced Operations course or equivalent.

Texas Task Force 2 - Training Requirements

CANINE SEARCH SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Canine Search Specialist is primarily responsible for supporting the Search function with the canine resource. They are responsible for the care and welfare of the canine during mission deployment. The Canine Search Specialist reports to the Search Team Manager.

Description of Duties:

The Canine Search Specialist is responsible for:

- Searching disaster environments and locations indicated in the mission assignment, using appropriate canine search equipment and techniques
- Documenting results of the canine search, including locations of alerts, and routing them appropriately
- Understanding and accurately interpreting canine's behavior, including knowledge of the capabilities and limitations of search canines
- Care and welfare of their canine, including assisting the Medical Team in the canine's medical care
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Canine Search Specialist in support of Resource's activities. The intent of these requirements is to provide canine teams capable of using the search techniques and tactics required to support the Search function with the canine resource in various disaster environments.

Required Training:

The Canine Search Specialist shall:

1. Complete all General Training requirements.
2. Have current certification as a FEMA National US&R Response System Canine Search Specialist Team member, SUSAR Type I canine certification standard, or equivalent certification.
3. Complete the FEMA National US&R Response System Canine Search Specialist course, or equivalent.
4. Complete the FEMA National US&R Response System GPS Awareness Level course, or equivalent.
5. Complete the required Technical Rescue Skill Sets.

Recommended Training:

The Canine Search Specialist should:

Texas Task Force 2 - Training Requirements

1. Complete the FEMA National US&R Response System Technical Search Specialist course or equivalent.
2. Complete FEMA National US&R Response System GPS Operations Level course or equivalent
3. Complete a canine emergency field care course
4. Complete a wide area search course

Texas Task Force 2 - Training Requirements

COMMUNICATIONS SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Communications Specialist is responsible for managing, and maintaining, all communications and communications systems for the task force. The Communications Specialist reports directly to the Logistics Team Manager.

Description of Duties:

The Communications Specialist is responsible for:

- Keeping the Task Force Leader and Logistics Manager informed of the capabilities and/or limitations of incident communications
- Assessing overall communications needs, obtaining frequencies, and developing the Task Force Incident Communications Plan
- The installation, operation, and maintenance of the task force communications systems, including: radio, satellite, telephone, internet, GPS's and networks during incidents
- Coordinating communications with other entities
- Adhering to all safety procedures
- Accountability, preventive maintenance, and minor repairs of communications equipment
- Maintaining appropriate records and reports
- Maintaining the communications cache in an operational state at all times
- Developing requests for replacement, or repair, for consumable, inoperative, lost, damaged, or destroyed communications items
- Develop a Task Force Communications Plan (ICS 205) as part of Tactical Action Plan
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Communications Specialist in support of Resource's activities. The intent of these requirements is to select personnel capable of managing the communications needs of the task force in the disaster environment.

Required Training:

The Communication Specialist shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course, or equivalent
3. Complete FEMA National US&R Response System Communications Specialist course or equivalent

Texas Task Force 2 - Training Requirements

Recommended Training:

The Communications Specialist should:

1. Complete the DHS/OEC All Hazards Communications Unit Leader course
2. Complete the DHS/OEC All Hazards Communications Technician course
3. Complete ICS-300 in accordance with the NIMS Training Program
4. Complete ICS-400 in accordance with the NIMS Training Program
5. Advanced Communications Specialist Qualification (ACOM US&R)

Texas Task Force 2 - Training Requirements

HAZARDOUS MATERIALS SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Hazardous Materials (HazMat) Specialist is responsible for performing the various hazardous materials functions for the task force during incident operations. The Hazardous Materials Specialist reports directly to the Hazardous Materials Team Manager.

Description of Duties:

The Hazardous Materials Specialist is responsible for:

- Providing an initial and ongoing survey (detection, monitoring and sampling) for, and identification of, the presence of hazardous materials at search and rescue sites
- Proficiency with the set up and use of the decontamination system and equipment
- Directing decontamination procedures for any task force member victim, canine, or equipment
- Performing minor mitigation operations
- Utilizing their technical expertise to advise Team Managers regarding all hazardous material issues in order to plan for tactical operations
- Document all related information regarding the incident
- Adhering to all safety procedures
- Properly utilizing the detection monitors and devices in the US&R cache
- Proficiency in donning and doffing all personnel protective equipment in the US&R cache
- Proficiency in building triage and US&R marking systems
- Working with Logistics Team personnel to establish and maintain a regular maintenance schedule for hazmat cache items requiring some, including calibration, battery charging, function tests, and field repair
- Performing regular assessments of the base of operations for hazardous conditions, such as carbon monoxide from generators, or any other contaminants
- Establishing and maintaining a liaison with hazmat personnel from other task forces
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Hazardous Materials Specialist in support of Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent hazardous materials assessments and advice to Task Force personnel in the urban disaster environment.

Required Training:

The Hazardous Material Specialist shall:

1. Complete all General Training requirements.
2. Meet and maintain the requirements as a certified Hazardous Materials Technician as per OSHA Standard 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response or

Texas Task Force 2 - Training Requirements

- a. Complete annual refresher training as required for Hazardous Materials Technician (OSHA 29 CFR,1910.120).
3. Meet and maintain the AHJ competencies in accordance with National Fire Protection Association standard 472 Standard for Professional Competence of Responders to Hazardous Materials Incidents to the level of Hazardous Materials Technician
 - a. Complete annual refresher training as required for Hazardous Materials Technician (NFPA 472).
4. Complete a WMD - Considerations for Hazardous Materials Specialist course or the FEMA US&R Hazardous Materials Specialist course.
5. Complete all Technical Rescue Skill Set

Recommended Training:

The Hazardous Materials Specialist should:

1. Complete the Weapons of Mass Destruction Radiological/Nuclear for Hazardous Materials Technician (Course PER-241), U.S. Department of Energy National Security Administration Nevada Test Site.
2. Complete the WMD Hazardous Materials Technician Training (HT) (Course PER-261) Centers for Domestic Preparedness, Anniston Alabama.
3. Complete Task Force water purification system training
4. Complete ICS-300 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

HAZARDOUS MATERIALS TEAM MANAGER

POSITION DESCRIPTION

Position Specific Requirements:

The Hazardous Materials (HazMat) Team Manager is responsible for managing the Hazmat functions of the task force and supervising the Hazardous Materials Specialists of the Task Force. The Hazardous Materials Team Manager reports directly to the Task Force Leader.

Description of Duties:

The Hazardous Materials Team Manager is responsible for:

- Developing and implementing the HazMat component of the Task Force Tactical Action Plan
- Coordinating, managing, and supervising all HazMat activities
- Providing input in the development of the site safety plan in cooperation with Medical Team Manager and Safety Officers
- Determining HazMat organizational and logistical needs
- Receiving briefings and situation reports and ensuring that all HazMat personnel are kept informed of mission objectives and status changes
- Providing situation updates and maintaining records and reports
- Providing accountability, maintenance, and minor repairs for all issued equipment
- Possessing knowledge of the practical application of available (detection, PPE and decontamination) technology used to support US&R missions and objectives

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Hazardous Materials Managers in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the HazMat component in the urban disaster environment.

Required Training:

The Hazardous Material Team Manager shall:

1. Complete all General Training requirements.
2. Meet and maintain the requirements as a certified Hazardous Materials Technician as per OSHA Standard 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response or
 - a. Complete annual refresher training as required for Hazardous Materials Technician (OSHA 29 CFR,1910.120).
3. Meet and maintain the AHJ competencies in accordance with National Fire Protection Association standard 472 Standard for Professional Competence of Responders to Hazardous Materials Incidents to the level of Hazardous Materials Technician
 - a. Complete annual refresher training as required for Hazardous Materials Technician (NFPA 472).

Texas Task Force 2 - Training Requirements

4. Complete a WMD - Considerations for Hazardous Materials Specialist course or the FEMA US&R Hazardous Materials Specialist course.
5. Complete FEMA National US&R Response System GPS Awareness Level course or equivalent
6. Complete all Technical Rescue Skill Sets.

Recommended Training:

The Hazardous Material Team Manager should:

1. Complete the Weapons of Mass Destruction Radiological/Nuclear for Hazardous Materials Technician (Course PER-241), U.S. Department of Energy National Security Administration Nevada Test Site.
2. Complete the WMD Hazardous Materials Technician Training (HT) (Course PER- 261), Centers for Domestic Preparedness, Anniston Alabama.
3. Complete FEMA National US&R Response System GPS Operations Level course or equivalent
4. Complete ICS-300 in accordance with the NIMS Training Program
5. Complete ICS 400 in accordance with the NIMS Training Program.
6. Complete NIMS IS-703 Resource Management course in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

HEAVY EQUIPMENT & RIGGING SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Heavy Equipment and Rigging Specialist is responsible for performing various assessments and construction-related liaison for the task force during incident operations. The Heavy Equipment and Rigging Specialist reports directly to the Rescue Team Manager.

Description of Duties:

The Heavy Equipment and Rigging Specialist is responsible for:

- Ensuring the safety of Task Force members by assessing hazards at disaster sites pertaining to the positioning and operations of cranes and other heavy equipment
- Assessing the need for and capabilities of various types of construction-related equipment to assist task force personnel in US&R activities
- Preparing site for and assisting with positioning and setup of cranes and other heavy equipment
- Identifying various rigging techniques to assist in the rescue of victims or stabilization of collapsed buildings, including the development of rigging plans and procedures
- Interacting with and coordinating efforts between the task force personnel and heavy equipment operators, contractors and organized labor
- Adhering to all safety procedures
- Providing documentation to assist Task Force in procuring cranes and other heavy equipment, as well as maintaining daily logs
- Providing accountability, maintenance, and minor repairs for all issued equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Heavy Equipment & Rigging Specialist in support of Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent assessments and advice to task force personnel in the urban disaster environment.

Required Training:

The Heavy Equipment and Rigging Specialist shall:

1. Complete all General Training requirements.
2. Complete the FEMA National US&R Response System Heavy Equipment and Rigging Specialist course or equivalent

Additional Specific Requirements:

The Heavy Equipment and Rigging Specialist shall have:

Texas Task Force 2 - Training Requirements

1. Experience in the heavy construction field, such as heavy equipment operator, crane operator, iron worker, rigger, or other applicable field
- OR –
2. A minimum of three years experience as a Rescue Specialist on a Task Force

Recommended Training:

The Heavy Equipment Rigging Specialist should:

1. Complete all Technical Rescue Skill Sets as defined on page 41 unless qualified as a Rescue Specialist
2. Complete FEMA National US&R Response System Structural Collapse Technician training course or equivalent

Texas Task Force 2 - Training Requirements

LOGISTICS SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Logistics Specialist is responsible for ensuring the preparation and maintenance of the task force equipment cache. The Logistics Specialist reports directly to the Logistics Team Manager.

Description of Duties:

The Logistics Specialist is responsible for:

- Coordinating the packaging, transporting, distribution, and maintenance of the Task Force equipment cache prior, during, and subsequent to mission assignments
- Coordinating with military and/or civilian officials for transportation needs
- Procuring equipment as directed by the Logistics Team Manager
- Ensuring accountability and security of the task force equipment cache
- Maintaining accurate and timely records and reports
- Adhering to all safety procedures
- Maintains and repairs the task force equipment cache
- Assist with over-all management of task force facilities and fleet
- Coordinate and direct Support Specialists (when staffed)
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Logistics Specialist in support of Resource's activities. The intent of these requirements is to select personnel capable of managing the logistics needs of the Task Force in the urban disaster environment.

Required Training:

The Logistics Specialist shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course or equivalent
3. Complete the FEMA National US&R Response System Logistics Specialist course, or equivalent
4. Complete OSHA 29 CFR 1910.178 (forklift training) course
 - a. Complete refresher training as required for OSHA 29 CFR, 1910.178.
5. Complete a DOT Hazardous Materials Handler/Packer/Labeler course as established by 49 CFR, Part 172.704

Recommended Training:

Texas Task Force 2 - Training Requirements

The Logistics Specialist should:

1. Complete Ordering Manager course (J-252)
2. Complete Receiving and Distribution Manager course (J-253)
3. Complete Base Camp Manager course (J-254)
4. Complete Equipment Manager course (J-255)
5. Complete Security Manager course (J-259)
6. Complete and maintain certification as a Certifying Official for Transportation Requirements and Regulations – Air and Ground
 - a. IATA
 - b. Title 49 CFR
 - c. AFMAN 24-204

Texas Task Force 2 - Training Requirements

LOGISTICS TEAM MANAGER

POSITION DESCRIPTION

Position Specific Requirements:

The Logistics Team Manager is responsible for the logistics function of the Urban Search and Rescue Task Force and supervising the Task Force Logistics Specialist, Communications Specialist, Support Specialist, and other personnel as assigned. The Logistics Team Manager reports directly to the Task Force Leader.

Description of Duties:

The Logistics Team Manager is responsible for:

- All duties and responsibilities of the Logistics Specialist
- Completion of all Task Force Transportation documents (cargo manifests, shipping declarations, bills of lading, etc.)
- Coordinating, managing, and supervising all logistical activities
- Maintaining accurate and timely records and reports
- Preparing performance evaluations for assigned personnel
- Ensuring accountability, maintenance, and repairs for all task force equipment
- Provide for operation and maintenance for all facilities and associated equipment
- Coordinate with IST Logistics Section on task force issues
- Management of task force transportation fleet
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Logistics Team Manager in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the logistical component in the urban disaster environment.

Required Training:

The Logistics Team Manager shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course or equivalent
3. Complete the FEMA National US&R Response System Logistics Specialist course or equivalent
4. Complete OSHA 29 CFR 1910.178 (forklift training) course
 - a. Complete refresher training as required for OSHA 29 CFR, 1910.178.
5. Complete a DOT Hazardous Materials Handler/Packer/Labeler course as established by 49 CFR, Part 172.704
6. Complete and maintain certification, as appropriate or required by the AHJ, as a Certifying Official for Transportation Requirements and Regulations – Air and Ground.
 - a. IATA

Texas Task Force 2 - Training Requirements

- b. Title 49 CFR
- c. AFMAN 24 – 204

Recommended Training:

The Logistics Team Manager should:

1. Complete Ordering Manager course (J-252)
2. Complete Receiving and Distribution Manager course (J-253)
3. Complete Base Camp Manager course (J-254)
4. Complete Equipment Manager course (J-255)
5. Complete Security Manager course (J-259)
6. Complete Facility Unit Leader (S-354)
7. Complete Ground Support Unit Leader (S-355)
8. Complete Supply Unit Leader (S-356)
9. Complete Food Unit Leader (S-357)
10. Complete Federal Property Custodial Officer
11. Complete NWCG All-Hazards Logistics Section Chief course or equivalent
12. Complete ICS 300 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

MEDICAL SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements

The Medical Specialist is responsible for performing the medical function of the task force incident operation. The Medical Specialist reports directly to the Medical Team Manager.

The Medical Specialist is responsible for:

- The general health considerations of and delivery of medical care to all task force personnel, victims, and search dogs, while under the supervision of the Medical Team Manger, during disaster events
- Implementing the medical action plans specified by the Medical Team Manger
- Accountability, maintenance, and minor repairs for all issued equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Medical Specialist in support of Resource's activities. The intent of these requirements is to select personnel fully capable of providing medical care required by the task force in the urban disaster environment.

Required Training:

The Medical Specialist shall:

1. Complete all General Training requirements.
2. Be currently certified / licensed as an EMT-Paramedic and have met all the requirements in their local jurisdiction. Must be actively participating in pre-hospital care.

– OR –

Be currently certified / licensed as a Physician Assistant, Registered Nurse-Practitioner or Registered Nurse who is currently certified / licensed as a Physician Assistant, Registered Nurse-Practitioner or Registered Nurse – certified within an accredited organization or municipality and meets the National Registry of Emergency Medical Technician – Paramedic Standards or State certification requirements and actively practices advanced pre-hospital life support. Must be certified and maintain the following, BTLS, ACLS, and PALS regimens (or equivalent).

3. Complete the FEMA National US&R Response System Medical Team Training course or equivalent
4. Complete the FEMA National US&R Response System WMD Considerations for The Medical Team course or equivalent
5. Complete the Technical Rescue Skill Sets.

Recommended Training:

1. Completed a canine emergency medical course

Texas Task Force 2 - Training Requirements

MEDICAL TEAM MANAGER

POSITION DESCRIPTION

Position Specific Requirements:

The Medical Team Manager has overall responsibility for the management and supervision of the medical function of the task force during incident operations. The Medical Team Manager reports directly to the Task Force Leader.

The Medical Team Manager is responsible for:

- Developing and implementing the medical component of the Task Force Tactical Action Plan
- Directly supervising the Medical Specialists
- Assisting in the development of the safety plan in coordination with the Task Force Safety Officer and Task Force Hazardous Materials Manager
- Coordinating, managing, and supervising of all medical activities
- Determining the medical organizational and logistics needs
- Receiving briefings and situation reports and ensuring that all medical personnel are kept informed of status changes
- Responsible for providing situation reports and maintaining records and reports
- Directing medical care delivery to task force personnel, search dogs, and victims
- Ensuring a continuum of medical care and coordinating interaction with all appropriate outside medical entities
- Ensuring accountability, maintenance, and minor repairs for all issued equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Medical Team Manager in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing, coordinating, and supervising the medical component in the urban disaster environment.

Required Training:

The Medical Team Manager shall;

1. Complete all General Training requirements.
2. Must be a licensed physician who is emergency medicine residency-trained and/or Board-certified in emergency medicine and actively practicing clinical emergency medicine and having experience with pre-hospital medical care

– OR –

Must be currently licensed Physician with current ACLS, ATLS and PALS certification (or equivalent) whose medical activities include clinical medicine and or pre-hospital care

3. Complete the FEMA National US&R Response System Medical Team Training course or equivalent

Texas Task Force 2 - Training Requirements

Recommended Training:

1. Complete the FEMA National US&R Response System WMD considerations for The Medical Team course
2. Completed a canine emergency medicine course
3. Complete Technical Rescue Skill Sets.
4. Complete ICS-300 in accordance with the NIMS Training Program
5. Complete ICS- 400 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

PLANNING TEAM MANAGER

POSITION DESCRIPTION

Position Specific Requirements:

The Task Force Planning Team Manager is responsible for planning aspects of the Task Force during incident operations. The Planning Team Manager supervises the Structures Specialist and Technical Information Specialist. The Planning Team Manager reports directly to the Task Force Leader.

Description of Duties:

The Planning Team Manager is responsible for:

- Developing and implementing the planning components of the Task Force Tactical Action Plan
- Coordinating, managing, and supervising all planning component activities
- Determining the planning component organizational and logistics needs
- Receiving briefings and situation reports and ensures that all planning personnel are kept informed of status changes
- Providing situation reports and maintaining records and reports
- Preparing performance evaluations for assigned personnel
- Providing accountability, maintenance, and minor repairs for all Planning Team equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Planning Team Manager in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the planning component in the urban disaster environment.

Required Training:

The Planning Team Manager shall:

1. Complete all General Training requirements.
2. Complete ICS-300 in accordance with the NIMS Training Program
3. Complete FEMA National US&R Response System Planning Team Training course or equivalent

Recommended Training:

1. Complete FEMA National US&R Task Force Leaders Training course or equivalent
2. Complete the NWCG All-Hazards Planning Section Chief course or equivalent
3. Complete Wide Area Search course
4. Complete Situation Unit Leader course
5. Complete Resource Unit Leader course

Texas Task Force 2 - Training Requirements

6. Complete Documentation Unit Leader course
7. Complete and Demobilization Unit Leader course.
8. Complete ICS-400 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

RESCUE SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Rescue Specialist is responsible for performing the rescue function of the Task Force incident operation. The Rescue Specialist reports directly to a Rescue Squad Officer.

Description of Duties:

The Rescue Specialist is responsible for:

- Implementing technical skills and operating equipment necessary for completing the rescue portion of the action plan
- Performing rescue operations under the direct supervision of a Rescue Squad Officer and providing periodic progress reports as needed
- The operation and routine field maintenance of rescue tools and equipment
- Ensuring accountability and maintenance for all issued equipment
- Evaluating and modifying rescue tactics as needed
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Rescue Specialist in support of Resource's activities. The intent of these requirements is to select personnel fully capable of providing the rescue tactics and techniques required in a disaster environment.

Required Training:

The Rescue Specialist shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course, or equivalent
3. Meet requirements of NFPA 1006 Rescue Technician Level 1 & 2 (Excluding Chapter 1 Administration: Section 1.3.3):
 - Job Performance Requirements – Chapter 5
 - Rope Rescue Level 1 & 2 – Chapter 6
 - Confined Space Rescue Level 1 & 2 – Chapter 7
 - Trench Rescue Level 1 & 2– Chapter 8
 - Vehicle and Machinery Rescue – Chapter 10
 - a. Complete refresher training as required by the AHJ in accordance with Rescue Technician (NFPA 1006).
6. Complete the FEMA National US&R Response System Structural Collapse Technician course or equivalent
7. Current Certification in Basic First aid for First Responder or equivalent

Texas Task Force 2 - Training Requirements

RESCUE SQUAD OFFICER

POSITION DESCRIPTION

Position Specific Requirements:

The Rescue Squad Officer is responsible for supervising one or more Task Force Rescue Squad(s). The Rescue Squad Officer reports directly to the Rescue Team Manager.

Description of Duties:

The Rescue Squad Officer is responsible for;

- Directly supervising Rescue Squad(s) and other assigned personnel
- Implementing the rescue component of the Task Force Tactical Action Plan
- Determining organizational and logistical needs for the Rescue Squad(s) and work site
- Providing periodic progress reports to the Rescue Team Manager
- Maintaining records and reports
- Preparing performance evaluations for assigned personnel
- Ensuring accountability and maintenance for all issued equipment
- Evaluating and modifying rescue tactics as needed
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Rescue Squad Officer in support of Resource's activities. The intent of these requirements is to select functional officers capable of effectively managing and supervising the Rescue Squad(s) and assigned personnel in the urban disaster environment.

Required Training:

The Rescue Squad Officer shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course or equivalent
3. Meet requirements of NFPA 1006 (2008) Rescue Technician Level 1 & 2 (Excluding Chapter 1 Administration: Section 1.3.3):
 - Job Performance Requirements – Chapter 5
 - Rope Rescue Level 1 & 2 – Chapter 6
 - Confined Space Rescue Level 1 & 2 – Chapter 7
 - Trench Rescue Level 1 & 2 – Chapter 8
 - Vehicle and Machinery Rescue – Chapter 10
 - a. Complete refresher training as required by the AHJ in accordance with Rescue Technician (NFPA 1006).
4. Complete the FEMA National US&R Response System Structural Collapse Technician course, or equivalent
5. Current Certification in Basic First aid for First Responder or equivalent

Texas Task Force 2 - Training Requirements

6. Shall have experience in structural collapse operations to include participation in field exercise(s) and/or a deployment as a Rescue Specialist

Recommended Training:

The Rescue Squad Officer should:

1. Complete NWCG GPS for Fire Management and ICS course or equivalent
2. Complete Technical Search Specialist course
3. Complete ICS 300 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

RESCUE TEAM MANAGER

POSITION DESCRIPTION

Position Specific Requirements:

The Rescue Team Manager is responsible for managing and coordinating all operational functions of the task force. The Rescue Team Manager reports directly to the Task Force Leader.

Description of Duties:

The Rescue Team Manager is responsible for:

- Assisting in the development and implementation of the Task Force Tactical Action Plan
- Coordinating, managing, and supervising all functional groups involved in rescue activities
- Determining rescue organizational and logistical needs
- Receiving briefings and situation reports and ensuring that all rescue personnel are kept informed of mission objectives and status changes
- Providing situation updates and maintaining records and reports
- Preparing performance evaluations for assigned personnel
- Ensuring accountability and maintenance for all issued equipment
- Ensuring accountability of all assigned personnel
- Provide a mission specific Rapid Intervention Plan including personnel & equipment needs
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Rescue Team Manager in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising rescue operations in the urban disaster environment.

Required Training:

The Rescue Team Manager shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course, or equivalent
3. Meet requirements of NFPA 1006 Rescue Technician Level 1 & 2 (Excluding Chapter 1 Administration: Section 1.3.3):
 - Job Performance Requirements – Chapter 5
 - Rope Rescue Level 1 & 2 – Chapter 6
 - Confined Space Rescue Level 1 & 2 – Chapter 7
 - Trench Rescue Level 1 & 2– Chapter 8
 - Vehicle and Machinery Rescue – Chapter 10

Texas Task Force 2 - Training Requirements

- a. Complete refresher training as required by the AHJ in accordance with Rescue Technician (NFPA 1006).
4. Complete the FEMA National US&R Response System Structural Collapse Technician course, or equivalent
5. Current Certification in Basic First aid for First Responder or equivalent
6. Shall have experience in structural collapse operations to include participation in field exercise(s) and/or a deployment as a Rescue Specialist
7. Complete ICS-300 in accordance with the NIMS Training Program

Recommended Training:

The Rescue Team Manager should:

1. Complete ICS-400 in accordance with the NIMS Training Program
2. Complete NWCG GPS for Fire Management and ICS course or equivalent
3. Complete Heavy Equipment Rigging Specialist (HERS) course
4. Complete Task Force Leaders course
5. Complete Plans Team Manager course.

Texas Task Force 2 - Training Requirements

SAFETY OFFICER

POSITION DESCRIPTION

Position Specific Requirements

The Task Force Safety Officer is responsible for monitoring and assessing the safety aspects of the task force during training, exercises and incident operations. The Task Force Safety Officer reports directly to the Task Force Leader.

Description of Duties:

The (Task Force) Safety Officer is responsible for:

- Overseeing all health and safety of all task force personnel during day to day operations, training and exercises as well as on deployment
- Coordinating with task force Team Managers relative to the health, welfare and safe operations of their assigned personnel
- Preventing injuries and illness of task force members through appropriate administrative and engineering controls of hazards including enforcement of safety policies and procedures
- Conduct site safety analysis, complete required ICS documents for IAP/TAP, develop safety messages and conduct safety briefings
- Work with Task Force Team Managers to establish acceptable entry conditions and appropriate personal protective equipment to be worn by personnel entering the hazard zone
- Establish and enforce the use of a personnel accountability system to be used during training, exercises and actual disaster deployments
- Immediate intervention of activities to prevent the loss of life and prevention of injuries
- Conduct incident/accident investigations with appropriate task force personnel under the direction of the Task Force Leader. Prepare post incident injury reports and submit them to the Task Force Leader
- Preparing and maintaining entry permits, records and reports
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a (Task Force) Safety Officer in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the safety function in the urban disaster environment.

Required Training:

The Task Force Safety Officer shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course, or equivalent
3. Complete ICS-300 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

4. Complete FEMA National US&R Response System US&R Safety Officer course, or equivalent
5. Meet requirements of NFPA 1006 Rescue Technician Level 1 & 2 (Excluding Chapter 1 Administration: Section 1.3.3):
 - Job Performance Requirements – Chapter 5
 - Rope Rescue Level 1 & 2 – Chapter 6
 - Confined Space Rescue Level 1 & 2 – Chapter 7
 - Trench Rescue Level 1 & 2– Chapter 8
 - Vehicle and Machinery Rescue – Chapter 10
 - a. Complete refresher training as required by the AHJ in accordance with Rescue Technician (NFPA 1006).
6. Complete the FEMA National US&R Response System Structural Collapse Technician course or equivalent
7. Current Certification in Basic First aid for First Responder or equivalent

Recommended Training:

1. Complete ICS-400 in accordance with the NIMS Training Program

Texas Task Force 2 - Training Requirements

SEARCH TEAM MANAGER

POSITION DESCRIPTION

Position Specific Requirements:

The Search Team Manager is responsible for managing the search function of the task force and supervising the Canine Search Specialists and Technical Search Specialists. The Search Team Manager reports directly to the Task Force Leader.

Description of Duties:

The Search Team Manager is responsible for:

- Developing and implementing the search component of the Task Force Tactical Action Plan
- Coordinating, managing, and supervising all search and reconnaissance activities
- Participating in the oversight, administrative and operational control of the development, implementation and operational aspects of search component training (Canine Search Specialists, Technical Search Specialists and Search Team Managers)
- Participating in the Canine Search Specialist evaluation process at the task force level
- Providing research and development input at the task force level for the implementation and evaluation of new technologies, equipment, tactics and skills as they pertain to the search component
- Land navigation and site mapping
- Determining search and reconnaissance operational, organizational and logistical needs
- Ensuring that all assigned personnel are kept informed of mission objectives and status changes to include briefings and debriefings
- Preparing performance evaluations for assigned personnel
- Providing situation updates, documenting and maintaining records and reports
- Providing oversight for accountability, maintenance, and minor repairs for all issued/assigned equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Search Team Manager in support of Resource's activities. The intent of these requirements is to select functional managers, capable of effectively managing and supervising the search component, in the urban disaster environment.

Required Training:

The Search Team Manager shall:

1. Complete all General Training requirements.
2. Complete the FEMA National US&R Response System Technical Search Specialist course, or equivalent
3. Complete the FEMA National US&R Response System Canine Search Specialist course, or equivalent

Texas Task Force 2 - Training Requirements

4. Shall have experience in technical or canine search operations to include but not limited to participation in field exercise(s) and SAR deployments or equivalent qualification as determined by the SA/AHJ
5. Complete all Technical Rescue Skill Sets.

Recommended Training:

The Search Team Manager should:

1. Complete the FEMA National US&R Response System Structural Collapse Technician course, or equivalent
2. Complete the FEMA National US&R Response System Task Force Leaders' course, or equivalent
3. Complete the FEMA National US&R Response System Planning Team Training course, or equivalent
4. Complete NWCG GPS for Fire Management and ICS course or equivalent
5. Meet all requirements of NFPA 1670 Chapter 9 Section 9.3.5.
6. Meet requirements of NFPA 1006 Rescue Technician Level 1 & 2 (Excluding Chapter 1 Administration: Section 1.3.3):
 - Job Performance Requirements – Chapter 5
 - Rope Rescue Level 1 & 2 – Chapter 6
 - Confined Space Rescue Level 1 & 2 – Chapter 7
 - Trench Rescue Level 1 & 2– Chapter 8
 - Vehicle and Machinery Rescue – Chapter 10
 - Surface Water Rescue Level 1 & 2– Chapter 11
7. Complete ICS 300 in accordance with the NIMS Training Program
8. Complete ICS-400 in accordance with the NIMS Training Program
9. Complete all Technical Rescue Skill Sets.

STRUCTURES SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Structures Specialist is responsible for performing the various structural assessments for the task force during incident operations. The Structures Specialist reports directly to the Planning Team Manager.

Description of Duties:

The Structures Specialist is responsible for:

- Assessing the structural condition within the area of task force operations, which includes identifying structure types and specific damage and structural hazards
- Recommending the appropriate type and amount of structural hazard mitigation in order to minimize risks to task force personnel
- Provide input necessary to the development of task force tactical action plans
- Cooperating with and assisting other search and rescue resources
- Providing accountability, maintenance, and minor repairs for all issued equipment
- Performing additional tasks or duties as assigned during a mission
- Monitoring assigned structure for condition changes while rescue and recovery operations are proceeding
- Assuming an active role in implementing approved structural hazard mitigation as a designer, inspector, and possibly a supervisor
- Coordinating and communicating the structural related hazard mitigation
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Structures Specialist in support of Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent assessments and advice to task force personnel in the urban disaster environment.

Required Training:

The Structures Specialist shall:

1. Complete all General Training requirements.
2. Complete FEMA National US&R Response System GPS Awareness Level course, or equivalent
3. Complete the FEMA USACE Structures Specialist Training (StS-1) course
4. Complete all Technical Rescue Skill Sets

Additional Specific Requirements:

The Structures Specialist shall:

Texas Task Force 2 - Training Requirements

1. Be currently licensed as a Professional Engineer; specialization in structures or equivalent.
– and –
2. Have a minimum five years of experience in structure design and analysis to include evaluation of existing structures, field investigation or construction observation experience, or the teaching of subject pertaining to Structures, Structural Safety, and Structural Collapse.

The criteria for qualifying as Equivalent to a P.E. are as follows:

1. Graduation with B.S. in Civil Engineering (or similar curriculum) from a College or University recognized by a State Licensing Board.
– OR –
2. Individuals, who are licensed as Architects by any State.

Recommended Training:

The Structures Specialist should:

1. Complete FEMA National US&R Response System Structural Collapse Technician course (except for SCT01c), or equivalent
2. Complete FEMA National US&R Response System Planning Team Training course, or equivalent
3. Completion of FEMA /USACE Structures Specialist Training (StS-2) every 5 years
4. Completion of USACE StS Regional Training every 2 years

Texas Task Force 2 - Training Requirements

TASK FORCE LEADER

POSITION DESCRIPTION

Position Specific Requirements

The Task Force Leader is responsible for managing all aspects of a mission including operational and administrative issues from the time of activation through the return to the home jurisdiction. This includes all personnel and equipment resources as well as overseeing and directly supervising the task force management. The TFL is responsible for the development and completion of all task force tactical objectives as well as the proper reporting, record keeping, and after-action requirements. The Task Force Leader reports to the Sponsoring Agency, Incident Command or Unified Search and Rescue Command.

Description of Duties:

The Task Force Leader is responsible for:

- Developing and implementing the Task Force Tactical Action Plan
- Addressing the coordination, management, and supervision of all TF activities
- Supervising the following positions:
 - Search Team Manager
 - Rescue Team Manager
 - Medical Team Manager
 - Logistics Team Manager
 - Planning Team Manager
 - Hazardous Materials Team Manager
 - Safety Officer
- Ensuring the development of all TF organizational and logistical needs
- Receiving briefings and ensuring that all TF personnel are kept informed of mission objectives and status changes
- Providing regular situation reports to the IST, IMT or IC
- Performing additional tasks and duties, as assigned during a mission
- Ensuring the completion of all the required reports and maintenance of records
- Ensuring incident stress management activities are planned and conducted
- Ensuring resource acquisitions are properly processed
- Manage all demobilization and return to readiness issues
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Task Force Leader in support of Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising all aspect of the task force in the urban disaster environment.

The requirements and criteria for the Task Force Leader are as follows:

The TFL should have and maintain:

Texas Task Force 2 - Training Requirements

- A comprehensive knowledge of NIMS/ICS; the NRP; and the FEMA National US&R Response System, its organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- A comprehensive knowledge of the Task Force functions, and urban search and rescue operations, tactics, strategy, and safety considerations
- An understanding of other disaster response organizations
- Knowledge of available technology used in support of US&R missions and objectives
- An awareness of the hazards associated with various disaster environments
- A knowledge of supervisory and personnel management techniques

The TFL should:

- Be competent in the development and use of integrated action planning concepts and processes
- Be competent in emergency incident management
- Be competent at developing and maintaining interpersonal relations
- Possess the interpersonal skills to manage the assigned personnel and lead the task force to the accomplishment of the stated mission objectives
- Be a competent planner and organizer
- Be capable of effectively coordinating and directing multiple functions of the Task Force during mission assignment
- Be able to be flexible, to improvise, to share information, resolve conflicts, and solve problems
- Be able to effectively communicate orally and in writing
- Possess good interagency coordination skills and work well with various technical components and other organizations
- Have the ability to lead in a stressful disaster environment with limited resources
- Have the ability to follow directions and carry out assigned duties without supervision

Required Training:

The Task Force Leader shall:

1. Complete all General Training requirements.
2. Complete ICS-300 and ICS-400 in accordance with the NIMS Training Plan
3. Complete FEMA National US&R Response System Task Force Leaders' course, or equivalent

Recommended Training:

The Task Force Leader should:

1. Complete a FEMA National US&R Response System Structural Collapse Technician course, or equivalent
2. Meet all requirements of Structural Collapse Technician as per NFPA 1670
3. Complete a FEMA National US&R Response System Technical Search Specialist course, or equivalent
4. Complete a FEMA National US&R Response System Planning Team Training course, or equivalent

Texas Task Force 2 - Training Requirements

5. Complete the NWCG All-Hazards Incident Commander course or equivalent
6. Complete the NWCG All-Hazards Operations Section Chief course or equivalent
7. Complete the NWCG All-Hazards Planning Section Chief course or equivalent

Texas Task Force 2 - Training Requirements

TECHNICAL INFORMATION SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Technical Information Specialist is responsible for documenting, tracking, and retrieving all pertinent information for the Task Force during incident operations. The Technical Information Specialist reports directly to the Planning Team Manager.

Description of Duties:

The Technical Information Specialist is responsible for:

- Gathering requested information from all available sources and forwarding to the Planning Team Manager for incorporation in the planning function
- Creating, displaying, providing and compiling documentation for all pertinent Task Force and incident information via written, audio, and visual mediums
- Providing accountability, maintenance, and minor repairs for all Planning Team equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Technical Information Specialist in support of Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent information management for the task force in the urban disaster environment.

Required Training:

The Technical Information Specialist shall:

1. Complete all General Training requirements.
2. Complete the FEMA National US&R Response System Planning Team Training course, or equivalent

Recommended Training:

The Technical Information Specialist should:

1. Complete ICS-300 in accordance with the NIMS Training Plan
2. Complete the NWCG All-Hazards Situation Unit Leader course or equivalent
3. Complete the documentation unit leader course.

TECHNICAL SEARCH SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Technical Search Specialist is responsible for performing the technical search function of the task force incident operation. The Technical Search Specialist reports directly to the Search Team Manager.

Description of Duties:

The Technical Search Specialist is responsible for:

- Searching structures in US&R environments or other locations indicated in the mission assignment, utilizing appropriate technical search equipment and techniques
- Documenting and marking locations of victims, potential victims and hazards
- Making assessments through the use of technical search equipment
- Land navigation and site mapping
- Cooperating with and assisting other search and rescue resources
- Providing accountability, maintenance, and minor repairs of all issued equipment
- Performing additional tasks or duties as assigned

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Technical Search Specialist in support of Resource's activities. The intent of these requirements is to select competent personnel, fully capable of providing state-of-the-art search techniques and tactics required, in the urban disaster environment.

Required Training:

The Technical Search Specialist shall:

1. Complete all General Training requirements.
2. Complete the FEMA National US&R Response System Technical Search Specialist course, or equivalent
3. Complete all Technical Rescue Skill Sets

Recommended Training:

The Technical Search Specialist should:

1. Complete a FEMA National US&R Response System Canine Search Specialist course, or equivalent
2. Meet requirements of NFPA 1006 Rescue Technician Level 1 & 2 (Excluding Chapter 1 Administration: Section 1.3.3):
 - Job Performance Requirements – Chapter 5
 - Rope Rescue Level 1 & 2 – Chapter 6

Texas Task Force 2 - Training Requirements

- Confined Space Rescue Level 1 & 2 – Chapter 7
 - Trench Rescue Level 1 & 2– Chapter 8
 - Vehicle and Machinery Rescue – Chapter 10
 - Surface Water Rescue Level 1 & 2– Chapter 11
3. Complete the FEMA National US&R Response System Structural Collapse Technician course or equivalent
 4. Complete the Wide Area Search course
 5. Complete a canine emergency field care course

WATER RESCUE SPECIALIST

POSITION DESCRIPTION

Position Specific Requirements:

The Water Rescue Specialist is responsible for performing water operations of the task force incident operation. The Water Rescue Specialist reports directly to a Rescue Squad Officer.

Description of Duties:

The Water Rescue Specialist is responsible for the following:

- Implementing technical skills and operating equipment necessary for completing the water rescue portion of the action plan in a safe manner
- Performing supervised water operations and providing periodic progress reports as needed
- Operating and performing routine field maintenance of watercraft and equipment
- Ensuring accountability and maintenance for all issued equipment
- Performing additional tasks or duties as assigned
- Evaluating and modifying water operational tactics as needed

Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a Water Rescue Specialist in support of Resource's activities. The intent of these requirements is to select personnel who are fully capable of providing the water operational tactics and techniques required in a disaster environment.

Required Training:

The Water Rescue Specialist shall adhere to the following:

1. Complete all administrative and general training requirements
 - Complete the FEMA National US&R Response System GPS / Land Navigation Operations Course, or equivalent.
 - Meet requirements of NFPA 1006 (2008):
2. Chapter 5: Job Performance Requirements
3. Chapter 6: Rope Rescue (Levels 1 & 2)
4. Chapter 11: Surface Water Rescue (Levels 1 & 2)
 - Safe boating certificate recognized by the National Safe Boating Council
 - Boat operator requirements as outlined in FEMA National US&R Response System Water Rescue Specialist Position Task Book, or equivalent.

Technical Rescue Skill Sets:

Texas Task Force 2 - Training Requirements

Minimum skill set recommendations for Task Force Personnel who enter the hazard zone, i.e. forward deployment:

1. General Requirements of NFPA 1670
2. Rope Rescue awareness per NFPA 1670*
3. Trench Rescue awareness per NFPA 1670
4. Duties of the Entrant per 29 CFR 1910.146

*** Additional Required Rope Rescue skills;**

1. Safety considerations during rope rescue operations
2. Characteristics of life safety rope and webbing
3. Application of rope rescue hardware specific to a lowering operation
4. Application of rope rescue hardware and software specific to a belay line
5. Assemble and apply a Class III harness
6. Assemble and apply a "Hasty Harness"
7. Tie a Simple Figure Eight knot
8. Tie a Figure Eight follow-through knot
9. Tie an overhand follow-through with webbing
10. Attach a prusik loop to a rope
11. Be familiar with anchor systems
12. Be familiar with raising and lowering systems
13. Proficiency at attaching oneself to, and participating in a raising or lowering system
14. Proficiency at descending and ascending a fixed line, low angle

APPENDIX F



Overview

This appendix is intended to detail the Point of Contact information for the Sponsoring Agency, Individuals, and Participating Agencies entering into Agreement with Texas Task Force 2 (TX-TF2).

I. Participating Agency

<i>Organization / Department / Employer:</i>		
<i>Organization / Department / Employer (street, city or town, state, Zip code):</i>		
<i>E-mail Address:</i>	<i>Business Telephone:</i>	<i>Business Fax:</i>
<i>Primary Contact Person:</i>	<i>Business Telephone:</i> <i>Cellular Telephone:</i>	<i>E-mail Address:</i>

Signature: _____ Date: _____

Name / Title: _____

II. Individual

<i>Last Name:</i>	<i>First:</i>	<i>MI:</i>	<i>e-mail address, if any:</i>
<i>Address: (street, city or town, state, Zip code)</i>			
<i>Home Telephone:</i>	<i>Business Telephone:</i>	<i>Fax Number:</i>	
<i>Cellular Telephone:</i>		<i>Pager Number: Alpha-numeric? Yes No</i>	

Signature: _____ Date: _____

Name: _____

III. Sponsoring Agency

<i>Organization / Department / Employer:</i>		
<i>Organization / Department / Employer (street, city or town, state, Zip code):</i>		
<i>E-mail Address:</i>	<i>Business Telephone:</i>	<i>Business Fax:</i>
<i>Primary Contact Person:</i>	<i>Business Telephone:</i> <i>Cellular Telephone:</i>	<i>E-mail Address:</i>

Signature: _____ Date: _____

Name / Title: _____