



Northwest Washington Incident Management Team

Executive Summary

This summary is intended to give a high level overview of the role and organization of an IMT. Additional details are available from any board member of working group participant.

INTERIM BOARD OF DIRECTORS

*Peter Browning
Director
Skagit County
Health Department*

*Randy Carroll
Chief
Bellingham Police
Department*

*Bill Franz
Director
Lynnwood Public
Works Department*

*Murray Gordon
Chief
Everett Fire
Department*

*Lyn Gross
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*Mary Margaret
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State Senator*

*Marty Mulholland
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City of Bellingham
Information
Technology Services*

*Bonnie Robinson
Executive Director
North Region EMS
& Trauma Care*

*Curt Russell
Homeland Security
NW Tribal
Emergency
Management
Council*

TEAM IC
*Tod Gates
Assistant Chief
Lynnwood Fire
Department*

Background

A goal of the U.S. Fire Administration is to develop state and regional incident management teams (IMTs) that will function under the National Incident Management System (NIMS) to assist local jurisdictions in the management of large and/or complex emergency incidents. These teams are categorized based on their level of training and expected deployment strategy as either Type 2 (State), or Type 3 (Regional) teams. The teams are designed to transition to Type 2 or Type 1 (National) if the incident grows in size, complexity or if it becomes an incident of national significance.

A Type 3 IMT can either support an existing incident command structure, or can assume command of an incident, if requested to do so by the jurisdiction having authority over the emergency. The goal of the Northwest Washington Incident Management Team (NWIMT) is to stand up a Type 3 IMT that is capable of responding to all-hazards incidents within the region. All-hazard means that the team is prepared for all emergency incidents including: terrorism, hazardous materials releases, earthquakes, and floods.

Individuals from a broad cross section of disciplines including law enforcement, fire/ems, public works, emergency management, public health, and general administration will staff the team.

The proposal is to create a team with members from Island, San Juan, Skagit, Snohomish, and Whatcom counties. The five counties are natural partners as they share similar demographics, hazard potential, and are in the same Homeland Security, Law Enforcement, Health, and Fire Mobilization region.

The function of a Type 3 all-hazards team is to assist any jurisdiction that is confronted with an incident that is beyond its capabilities in either scope or duration. The team brings some of the following capabilities to an incident:

- A robust management framework to support the jurisdiction in bringing an incident to conclusion
- Logistical support, such as securing food, housing, sanitation, transportation, shelters, equipment

- Public information and notification support
- Operational support and expertise
- Communications plan and infrastructure
- Record-keeping and planning functions
- Additional safety measures and accountability for those operating at the incident

Governance

By signing an interlocal agreement, agencies will create NWIMT. The current Interim Board of Directors will serve through 2007 to ensure continuity during the start up phase of the organization. For 2008, representatives will be elected from key disciplines with staggered two-year terms. The disciplines are: administrative and financial services, emergency management, health care, information services, fire services, law enforcement, public works, and public health. A representative of the lead coordinating agency also will sit on the board. The Joint Board is charged with providing policy direction and support for the incident management team including approving standards for team member training and certification.

Funding

Equipment, training, and personnel costs are required to establish and maintain the team. Base funding will be provided by annual assessments of member agencies. Cities, counties, and tribes contribute \$.05 per capita, while other governmental agencies contribute a fee based on their operating budget. Agency commitment is needed to cover the personnel costs associated with the participation of team members in infrequent deployments (0-5 days) and quarterly training sessions (3 hours). Additional funding is anticipated from State and Federal grants. Certain events may qualify for State, Federal, or a Responsible Party reimbursement of personnel-related costs.

Team Organization

The team is comprised of approximately 15 key positions, with each position having three people trained to effectively create three operational units that would rotate on call to provide 365 days of coverage per year. Any deployment is scalable, meaning that the Team Incident Commander may determine the number of positions necessary to respond to an incident. For example, a request may be made for a small number of people to provide consultation on an incident, or it may be that the entire team is needed for a complex incident.

Each unit is headed by an Incident Commander, who has Chiefs to head up functional sections of Planning, Finance, Logistics and Operations. Each section has support positions as well. An example of an organizational chart is attached.