

SANTA CLARA COUNTY
 LOCAL FIRE SERVICE AND RESCUE MUTUAL AID PLAN
 APPENDIX 2 - LOCAL GOVERNMENT STRIKE TEAMS
 Revised Date: April 2023 Next Revision Date: March 2025

A. Purpose of the Plan

Local jurisdictions within Santa Clara County have identified four (4) Engine Strike Teams as available resources for:

1. Request by neighboring counties within the CAL OES region for major incidents on a short-term basis.
2. Request by CAL OES for major incidents under the California Fire Service and Rescue Mutual Aid Plan.

B. Policies

1. Type-1 engines typically are used for structural protection in a wildland fire environment. They are not designed for operations on narrow, unsafe roads, dozer, or brush trails. Common sense must be used in engine assignments.
2. Type-3 engines have a number of features that enhance their capability to operate on narrow, steep, or unimproved roads to allow the efficient application of water, or other agents. It is the expectation that when a local government Type 3 strike team arrives at an incident, it can perform all missions that other Type 3 strike teams can provide.
3. Regardless of typing, all strike teams should be prepared to perform other assignments as needed at the request of the Incident Commander. These assignments may include such things as prepping structures, hand line construction, backfiring, progressive hose lays, "Bump and run," and structure triage.
4. Each resource in a strike team shall carry credit cards and/or cash for routine travel expenses to and from out of county incidents. For crew continuity and time efficiency, fuel payment choices should not be limited.
5. Relief for strike team personnel may be based on a fourteen (14) day duty assignment.

C. Response Modes

MODE	TIME FRAME	LOCATION OF INCIDENT
<i>INITIAL ATTACK (Code-3 response for protection of life and property)</i>	Instantly or as quickly as possible.	Closest available mutual aid resources within operational area or adjacent operational area. Resources will normally

		rendezvous at the incident
<i>IMMEDIATE NEED (Varies - Code-3/Code-2)</i>	Responding within 30 minutes.	Mutual aid resources respond to incident within 30 minutes from time of dispatch within operational area. May or may not rendezvous prior to departure.
<i>PLANNED NEED (Generally Code-2)</i>	Planned incident arrival time determines departure time.	Mutual aid resources respond within the operational area, adjacent operational area, region or state as needed for the next operational period or as determined by requesting agency. Resources will normally rendezvous before departure and travel together.

D. Strike Team Leader Reporting

1. Strike team leaders should obtain the duty chief or administration telephone number from each engine when responding outside bay area counties.
2. Strike Team Leaders are expected to obtain personnel information (first name, last name, rank, apparatus assigned to) from everybody on their strike team and relay that information to Santa Clara County Communications (via landline - 408.299.2503). The best time to accomplish this is at the rendezvous point, or immediately after departing the rendezvous point, en-route to the incident.
3. Once each twenty-four (24) hour period; any time the assigned incident location changes; and on release for travel; strike team leaders shall contact the XSC Operational Area Fire Coordinator. The most efficient way to do this is to call County Communications at 408.299.2503 and ask for the phone number of the current Duty Chief. Each engine company should contact their home agency per their individual department policies and procedures.
4. Strike team leaders shall maintain applicable written records for the incident. Records shall include, but are not limited to: F-42 (Emergency Activity Record), ICS form 201(Incident Briefing), ICS form 214 (Unit Log), etc.

E. Strike Team Rules of Conduct

1. It is the strike team leader's responsibility to maintain control of the resources assigned (applies to responding and relief personnel):

- a. Brief all personnel ASAP.
 - b. Inventory and inspect personnel and equipment during assembly. Any unsafe equipment or personnel without proper uniform and safety clothing may be rejected.
 - c. Establish radio communications within the strike team.
 - d. Establish order of travel within the strike team.
 - e. Appoint an Assistant Strike Team Leader.
2. Assure that all personal needs are met for personnel assigned:
 - a. Medical
 - b. Food
 - c. Sleep
 3. Attend all required shift briefings and debriefings.
 4. The strike team leader is the only person authorized to sign out supplies.
 5. Crews often sleep during odd times. Even though strike team personnel are not tired, other people may be; be considerate.
 6. Even in base camp or at a motel, the strike team is subject to dispatch/reactivation. It is the strike team leader's responsibility to ensure that team members are in a state of readiness.
 7. The strike team leader is responsible for the individual conduct of each team member. It is the responsibility of the strike team leader to establish and maintain discipline within the strike team. Under no circumstances will drinking of alcohol or use of drugs be condoned.
 8. The strike team leader shall keep the strike team together until each engine is released back to the local agency.
 9. Ensure that travel routes are known, and the most direct route is taken.
 10. Relief crews shall report and travel in uniform.

F. Strike Team Leader Kits (03/09)

Strike Team Leader Kits Contents	
Qty	Item
1	Strike Team Leader Manual
14	CAL-OES Form 42 (Emergency Activity Record)
14	ICS 214 Unit Log
1	CAL-OES Strike Team Control Record
1	CAL-OES Operations Bulletin #8 "Emergency Activation Record (F-42)

1	Mail/Storage Envelope
12	Strike Team Identification Stickers (Window/Bumper)
1	Mutual Aid Letter / Map
1	F-42, FC-33 Letter
1	ICS 420-1 Field Operations Guide
10	ICS 213
-	Agency-specific records (Vehicle Accident Reports, Workers Comp., etc.)
-	Financial documents: Credit Cards, Purchase Orders
-	Current Mapping Capabilities
-	Portable radio with spare battery and/or charger
-	Means to identify strike team: flagging tape, magic marker, white shoe polish, etc.
-	California State Fire Marshal – Fire Service Directory, CAL-OES phone directory
-	Belt Weather Kit or Kestrel (electronic weather reading device)

G. Strike Team Leader and Strike Team Leader Trainee Qualifications

1. Recommended minimum and desirable qualifications for strike team leaders deployed In-County and to Initial Attack requests in adjoining operational areas:
 - a. Minimum qualifications:
 - Acting BC, Fire Captain, or above
 - Vehicle available with mobile and portable communications
 - S-219 Firing Operations
 - I-300 - Intermediate ICS
 - AH-330 - Strike Team / Task Force Leader
 - Recommended by the agency chief
 - b. Desirable qualifications:
 - G/E/L-960 or S-339: All-Hazard Division /Group Supervisor
 - Company Officer 2E or S-290 (Intermediate Fire Behavior)
2. Recommended minimum and desirable qualifications for strike team leaders deployed to Immediate, and Planned Need requests statewide, and to adjoining operational areas.
 - a. Minimum qualifications:
 - Please reference current CICCIS qualifications
 - b. Desirable Qualifications:
 - Please reference current CICCIS desirable qualifications
3. Strike Team Leader Trainees:
 - a. Minimum qualifications:
 - Fire Captain
 - I-200 - Basic ICS
 - AH-330 - Strike Team / Task Force Leader
 - Properly initiated NWCG task book (PMS 311-10)
 - Available for deployment a minimum of fourteen (14) days.

4. Trainee Selection Priority

The Santa Clara County Fire Chiefs Association has identified an ongoing need to maintain a sufficient quantity of Chief Officers within the Operational Area who are qualified in the position of Strike Team Leader.

To meet this need, preference for trainee assignments shall be given to those personnel who have promoted to the position of Battalion Chief but have not yet qualified as a Strike Team Leader.

Strike Team Leader Trainees shall be chosen in the following order.

- a. Battalion Chief not yet qualified as a Strike Team Leader from the agency fulfilling the position of Strike Team Leader.
- b. Battalion Chief not yet qualified as a Strike Team Leader from another agency in Operational Area.
- c. A Captain not yet qualified as a Strike Team Leader from the agency fulfilling the position of Strike Team.
- d. A Captain not yet qualified as a Strike Team Leader from any other agency in Operational Area.

5. Trainee Selection Procedure

- a. The agency having primary responsibility to provide a Strike Team Leader shall also be responsible for securing an appropriate Strike Team Leader Trainee.
- b. In the event an agency has primary responsibility as Strike Team leader and does not have a Battalion Chief in need of qualification as a Strike Team Leader, the opportunity for the trainee position shall be offered to the designated "alternate" department then other fire agencies in the Operational Area.
- c. This may be done through a blanket request via the Red Net, or through direct communication with another agency.
- d. The agency having primary responsibility to provide a Strike Team Leader shall also be responsible for updating the Strike Team Leader and Trainee Assignment page on the Operational Area Website (xsc.sccfd.org) by 0900hrs daily.

H. Type 1 Strike Team Configurations

The County of Santa Clara has committed to the State of California to provide up to four (4) municipal strike teams at any one time at the discretion of the Area Coordinator depending

on local conditions within Santa Clara County at the time a request is received. There are four (4) primary, pre-configured Type 1 strike teams.

1. North Santa Clara County Strike Team -XSC 2301A

Agency	Resource	Strike Team Leader
Palo Alto (PAF)	Type 1 Engine	See Strike Team Leader Calendar for Primary and Alternate.
Mountain View (MTV)	Type 1 Engine	
County Fire (CNT)	Type 1 Engine	
Sunnyvale (SNY)	Type 1 Engine	
Santa Clara (SNC)	Type 1 Engine	
<i>San Jose (SJS)</i>	<i>Type 1 Engine (Alternate)</i>	

2. Central Santa Clara County Strike Team -XSC 2302A

Agency	Resource	Strike Team Leader
Milpitas (MLP)	Type 1 Engine	See Strike Team Leader Calendar for Primary and Alternate.
County Fire (CNT)	Type 1 Engine	
MRG/SCC	Type 1 Engine	
San Jose (SJS)	Type 1 Engine	
Santa Clara (SNC)	Type 1 Engine	
<i>County Fire (CNT)</i>	<i>Type 1 Engine (Alternate)</i>	

3. South Santa Clara County Strike Team -XSC 2303A

Agency	Resource	Strike Team Leader
San Jose (SJS)	Type 1 Engine	See Strike Team Leader Calendar for Primary and Alternate.
County Fire (CNT)	Type 1 Engine	
Santa Clara (SNC)	Type 1 Engine	
Gilroy (GIL)	Type 1 Engine	
MRG/SCC	Type 1 Engine	
<i>Palo Alto (PAF)</i>	<i>Type 1 Engine (Alternate)</i>	

4. San José Fire Strike Team- SJS 2309A

Agency	Resource	Strike Team Leader
San Jose (SJS)	Type 1 Engine (5)	SJS

I. Contingency Type 1 Strike Team Configurations

There are three contingent, pre-configured Type 1 strike teams that would still be available if either Strike Team CNT 2310C or SJS 2309A had previously been deployed.

1. Contingent North Santa Clara County Strike Team -XSC 2304A

Agency	Resource	Strike Team Leader
Palo Alto (PAF)	Type 1 Engine	See Strike Team Leader Calendar for Primary and Alternate.
Mountain View (MTV)	Type 1 Engine	
Santa Clara (SNC)	Type 1 Engine	

Sunnyvale (SNY)	Type 1 Engine	
Milpitas (MLP)	Type 1 Engine	
<i>San Jose (SJS)</i>	<i>Type 1 Engine (Alternate)</i>	

2. Contingent South Santa Clara County Strike Team -XSC 2305A

Agency	Resource	Strike Team Leader
SCC/MRG	Type 1 Engine	See Strike Team Leader Calendar for Primary and Alternate.
Santa Clara (SNC)	Type 1 Engine	
Gilroy (GIL)	Type 1 Engine	
San Jose (SJS)	Type 1 Engine	
Palo Alto (PAF)	Type 1 Engine	
<i>San Jose (SJS)</i>	<i>Type 1 Engine (Alternate)</i>	

3. San José Fire Strike Team- SJS 2309A

Agency	Resource	Strike Team Leader
San Jose (SJS)	Type 1 Engine (5)	SJS

4. The following resource numbering convention will be used for additional Type 1 Strike Teams:

XSC 2306A	XSC 2307A	XSC 2308A
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J. Type 3 Engine Strike Team Configurations

1. Santa Clara County Fire Strike Team -CNT2310C

Agency	Resource	Strike Team Leader
County (CNT)	Type 3 Engine (5)	CNT

2. South Santa Clara County Strike Team -XSC 2311C

Agency	Resource	Strike Team Leader
County Fire (CNT)	Type 3 Engine (1-4)	CNT, GIL, MLP, or PAF
Gilroy (GIL)	Type 3 Engine (1)	
Milpitas (MLP)	Type 3 Engine (1)	
Palo Alto (PAF)	Type 3 Engine (1)	

3. The following resource numbering convention will be used for additional Type 3 Strike Teams:

XSC 2312C	XSC 2313C	XSC 2314C
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K. Type 6 Engine Strike Teams

1. The following resource numbering convention will be used for Santa Clara County Type 6 Strike Teams if assembled for deployment:

XSC 2315F	XSC 2316F	XSC 2317F
XSC 2318F	XSC 2319F	

L. Task Force

The following resource numbering convention will be used for Task Force (A combination of single resources assembled for a particular tactical need with common communications and a Leader.) resources assembled for deployment.

1. Santa Clara County Fire Task Force TF CNT 2320

Agency	Resource	Strike Team Leader
County (CNT)	Resources (5)	CNT

2. San José Fire Task Force TF SJS 2321

Agency	Resource	Strike Team Leader
San José (SJS)	Resources (5)	SJS

3. Santa Clara County Fire Task Force TF XSC 2322

Agency	Resource	Strike Team Leader
County (CNT)	Resources (5)	CNT

4. The following resource numbering convention will be used for additional Task Forces:

TF XSC 2323	TF XSC 2324	
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M. Santa Clara County Local Mutual Aid Plan Strike Team Leader Assignment

NOTE: Department in top position each month has primary responsibility to provide the Strike Team Leader and Trainee. Department in bottom position each month is alternate. In the event neither agency can provide a leader or trainee, they are responsible to secure one from another agency. Such opportunities should be offered to other agencies in an equitable manner.

XSC 2301A					
JAN	FEB	MAR	APR	MAY	JUNE
SNY	MTV	SNY	SNC	PAF	CNT
MTV	SNY	SNC	PAF	CNT	MTV
JUL	AUG	SEPT	OCT	NOV	DEC
MTV	SNY	SNC	PAF	CNT	MTV
SNY	SNC	PAF	CNT	MTV	PAF
XSC 2302A					
JAN	FEB	MAR	APR	MAY	JUNE
MLP	CNT	MRG/SCC	SJS	SNC	MLP
CNT	MRG/SCC	SJS	SNC	MLP	CNT
JUL	AUG	SEPT	OCT	NOV	DEC

CNT	MRG/SCC	SJS	SNC	MLP	CNT
MRG/SCC	SJS	SNC	MLP	CNT	MRG/SCC
XSC 2303A					
JAN	FEB	MAR	APR	MAY	JUNE
SJS	SNC	SJS	CNT	GIL	MRG/SCC
SNC	SJS	CNT	GIL	MRG/SCC	SNC
JUL	AUG	SEPT	OCT	NOV	DEC
SNC	SJS	CNT	GIL	MRG/SCC	SNC
SJS	CNT	GIL	MRG/SCC	SNC	SJS
XSC 2304A					
JAN	FEB	MAR	APR	MAY	JUNE
PAF	MTV	SNC	SNY	MLP	PAF
MTV	SNC	SNY	MLP	PAF	MTV
JUL	AUG	SEPT	OCT	NOV	DEC
MTV	SNC	SNY	MLP	PAF	MTV
SNC	SNY	MLP	PAF	MTV	SNC
XSC 2305A					
JAN	FEB	MAR	APR	MAY	JUNE
MRG/SCC	SNC	GIL	SJS	PAF	MRG/SCC
SNC	GIL	SJS	PAF	MRG/SCC	SNC
JUL	AUG	SEPT	OCT	NOV	DEC
SNC	GIL	SJS	PAF	MRG/SCC	SNC
GIL	SJS	PAF	MRG/SCC	SNC	GIL

N. Strike Team Leader Dispatch Worksheet

**Strike Team Leader
Dispatch Worksheet**

Date:	Time Dispatched:	Incident Name:
Order #	Request # E-	Strike Team #
Situation:		
Requesting Agency:		Dispatch Phone #
Reimbursement:	Master Mutual Aid (Non-Reimbursed)	
	CFAA	
Response:	INITIAL IMMEDIATE PLANNED	Depart Time:
Rendezvous Point:		Time:
Incident Reporting Location:		Time:
Communications:		
Travel Frequency		
Staging Frequency		

Base Check-in Frequency										
Command Frequency										
Tactical Frequency										
ASSIGNED RESOURCES										
STEN(t):		Cell #								
Agency 3-LTR	Engine #	Captain	Cell #	Type	Fuel	Pump	Tank	Foam	4 WD	Pump/Roll
Travel Route:					Planned Stops:					
Notes:										

O. Strike Team Briefing Checklist

STEN's General Message and Incident Update		
<input type="checkbox"/>	Introduce self, STEN Trainee, and assign "ALT. STEN" (most experienced Captain – not the STEN(t))	Notes / Follow-up
<input type="checkbox"/>	Provide brief overview of known incident information and assignment	
<input type="checkbox"/>	Work ethic, professionalism, human relations expectations	
Communications		
<input type="checkbox"/>	Identify cell phone numbers, travel and tactical radio frequencies	
<input type="checkbox"/>	Determine radio designators for engines/Captains, STEN and STEN(t)	
<input type="checkbox"/>	Radio traffic will be kept brief, professional, and to a minimum	
<input type="checkbox"/>	Information will normally be exchanged up and down via Captain's meetings and chain-of-command	
<input type="checkbox"/>	<i>Exception: Immediate and/or unresolved safety issues</i>	
<input type="checkbox"/>	Distribute portable radios/batteries if available/needed	
Engine Readiness		
<input type="checkbox"/>	Full water tank	
<input type="checkbox"/>	Rig for probable assignment	
<input type="checkbox"/>	Identify engines	
<input type="checkbox"/>	Strike Team designator in upper right corner of windshield with white shoe polish applicator	
<input type="checkbox"/>	Engine designator w/ Captain's name lower right corner of windshield	
Safety		
<input type="checkbox"/>	Review known or probable incident hazards, emphasizing LCES	
<input type="checkbox"/>	Engine protection line** & 100-gallon reserve rule	

<input type="checkbox"/>	Identify EMS resources on team	
<input type="checkbox"/>	Fire shelters in the cap, PPE donned**	
<input type="checkbox"/>	Affirm crew evacuation signals and procedure (e.g. where to reform, PAR procedure)	
Travel Procedures		
<input type="checkbox"/>	Response urgency, including appropriate use of Code-3	
<input type="checkbox"/>	Travel route, planned stops, reporting location	
<input type="checkbox"/>	Keep formation tight; slowest engine in front, ALT. STEN engine bringing up the rear	
<input type="checkbox"/>	Advise when approaching quarter fuel during travel; at least ½ fuel at time of deployment	
<input type="checkbox"/>	Fuel payment procedure	
Operations		
<input type="checkbox"/>	Briefly review essential elements of anticipated tactics (e.g. structure protection, progressive hose lay, running attack), emphasizing water conservation and mobility	
<input type="checkbox"/>	Identify members having special experience/qualifications (e.g. Hot Shot, sawyer, mechanic)	
<input type="checkbox"/>	Assignments will primarily be based on crew experience, capability, and readiness	
<input type="checkbox"/>	No freelancing. Captains will advise STEN when assignments are completed or if they are receiving conflicting orders from Division Supervisor.	
<input type="checkbox"/>	Staging means <u>3-minute maximum ready time, at all times.</u>	
<input type="checkbox"/>	Accountability and behavior expectations during unassigned time	
<input type="checkbox"/>	STEN will work with Staging and Resource Unit to secure assignments (no guarantees)	
<input type="checkbox"/>	All supply requisitions will go through the STEN or designee	
<input type="checkbox"/>	If anyone is unable to commit to this assignment for at least 96 hours, assign as soon as possible.	
Closing comments/Questions (may postpone or update briefing when approaching incident)		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

P. Strike Team Leader Equipment Checklist

This is a recommended minimum mutual aid response equipment list for Santa Clara County local government strike teams (*All PPE must meet CAL-OSHA standards*):

SANTA CLARA COUNTY STRIKE TEAM LEADER EQUIPMENT CHECKLIST		
STRUCTURAL FIRE		
<input type="checkbox"/>	Turnout coat	PBI/Nomex flash-hood
<input type="checkbox"/>	Turnout pants/suspenders	SCBA with personal alarm device
<input type="checkbox"/>	Turnout boots	Flashlight
<input type="checkbox"/>	Helmet with face shield	Flares
<input type="checkbox"/>	Gloves	
WILDLAND FIRES		
<input type="checkbox"/>	Approved type lightweight brush jacket	Fire tent shelter on belt
<input type="checkbox"/>	Lightweight brush pants	McLeod
<input type="checkbox"/>	Lace-up type high-top leather boots with non-slip soles	Round point shovel
<input type="checkbox"/>	Gloves (safety)	Flares
<input type="checkbox"/>	Lightweight helmet with goggles or standard structural helmet with goggles	Bandana
<input type="checkbox"/>	Canteen on belt	
PERSONAL ARTICLES		

	Money: \$20 to \$40 per person		Toilet paper / paper towels
	Duffel bag per person		Toiletry articles (i.e. toothbrush, soap, razor)
	Sleeping bag per person		Three (3) changes of clothing (underwear)
	Dry foods for first 24 hours		
OPTIONAL ITEMS			
	Radio AM/FM		Plastic garbage bags
	Camera / film		Engine oil filter
	Small chainsaw (for wildland structure protection)		Apparatus oil
	California Thomas Brothers map book		Spare radio battery