

# OPERATIONAL GUIDELINES NORTHERN KENTUCKY MOBILE COMMAND VEHICLE

**PURPOSE:** The purpose of these guidelines is to establish an operating procedure for the Northern Kentucky Mobil Command Vehicle.

**APPLICABILITY:** This plan shall apply to all Police, Fire, and EMA personnel in Boone, Kenton, and Campbell counties who will have access to the command vehicle through their association with the Cincinnati/Hamilton County defined Urban Area (SOSINK).

## **PROCEDURE:**

### **A. Intended use of Command Vehicle**

1. The purpose of the command vehicle is to provide a centralized command location for critical incidents, planned events, and certain training exercises. Critical incidents that would necessitate the use of the vehicle include, but are not limited to, natural disasters, large fires of extended duration, chemical spills involving multiple agencies, and police actions that are several hours in duration. The time involved in delivery and set up would preclude the vehicle being used for incidents of a short duration.
2. The command vehicle may also be used for planned events where large crowds are expected to congregate for an extended period of time. These events would include, but are not limited to, sporting events and community festivals.
3. A request for the command vehicle for the purpose of a critical event will always take precedence over a request for the vehicle at a planned event.
4. A request to use the command vehicle at a training exercise will always carry the lowest priority. The command vehicle will only be used for this purpose when not in conflict with a critical incident or planned event.

### **B. Requesting the Command Vehicle**

1. A request for the command vehicle for a critical incident should be directed to the Boone County PSCC (371-1234). The requesting party will be asked to identify the discipline making the request, a contact number for that agency (a person on scene during the event), and the location where the

vehicle is needed. For insurance purposes, the vehicle will be delivered by a City of Florence employee.

2. All other request for the vehicle can be made by contacting the Florence Police Department (647-5420) to inquire as to the availability on a particular date.

### **C. Operation of Equipment**

1. It will be the responsibility of the requesting agency to insure that any personnel operating the equipment associated with the command vehicle have an operational knowledge of the equipment. Usually, the vehicle will be available during normal business hours for familiarization and additional training on equipment. After hours access is possible with advance notification.
2. At the conclusion of the event, the requesting agency will notify Boone County PSCC that the vehicle is ready to be returned to Florence.

### **D. Return Condition of Command Vehicle**

1. The command vehicle will be inspected upon its return. Regardless of the type of event, the command vehicle should be returned in the same condition as it was received, exclusive of normal wear and tear.
2. The only expense of operating the command vehicle that will be passed on to the requesting agency is the cost of the diesel fuel used. Upon returning the command vehicle to the City of Florence, the person returning the command vehicle will drive to the City's fuel pump and fill the tank. The requesting agency will then be billed by the City of Florence for the fuel used during the event.

### **E. Agreement**

1. By requesting the command vehicle, the requesting agency accepts the operational guidelines as set forth.
2. The City of Florence reserves the right to mediate disputes as to the availability of the command vehicle.
3. The City of Florence reserves the right to amend these guidelines as conditions dictate.