



ANN ARBOR FIRE DEPARTMENT

Standard Operating Procedures

6.09 Washtenaw County Technical Rescue Team Response



WASHTENAW COUNTY TECHNICAL RESCUE TEAM RESPONSE

Effective: April 3, 2026
 Scheduled Review: April 3, 2029
 Approved: Fire Chief Mike Kennedy

I. PURPOSE

To establish a procedure that will ensure the timely response of AAFD and Washtenaw County Technical Rescue Team (WCTRT) assets located within the City of Ann Arbor along with AAFD personnel who are members of the WCTRT.

II. CITY OF ANN ARBOR RESPONSE

The battalion chief or Incident Commander may request the response of the WCTRT apparatus out Station 3 for an incident within the City of Ann Arbor without the activation of the WCTRT. The use of these alternative identifiers will prevent the activation of a full WCTRT response.

When 17-3 (white truck) responds without a full WCTRT response, the radio designator of "TRT 1-3" shall be used.

III. WCTRT ACTIVATION WITH ON-DUTY TEAM MEMBERS

If there is a WCTRT activation and there are on-duty team members, the battalion chief will work to gather on-duty team members at Station 3. No more than two (2) companies will be taken out of service to allow for a WCTRT response. If the number of on-duty team members exceeds seats on 17-3, additional members will take another AAFD vehicle. One of the out of service companies may be used for transportation if other vehicles are unavailable.

If more than one (1) on-duty company is taken out of service, AC Hughes will be notified to determine the need for a callback.

If two (2) companies are taken out of service and there still remaining on-duty WCHMRT members a callback shall be sent out. If no callback personnel respond, additional companies will not be taken out of service.

Example: There are seven (7) on-duty WCTRT members, only six (6) will respond until callback personnel arrive. Once callback personnel arrive to fill the needed vacancy to ensure no more than two (2) companies will be taken out of service, the seventh WCTRT member will respond to the incident location.

All on-duty WCTRT will receive "participation credit" even if they do not make the incident location.



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IV. WCTRT ACTIVATION WITHOUT ON-DUTY TEAM MEMBERS

Upon notification of a WCTRT response and there are no on-duty WCTRT members, Engine 1-3 will go out of service to ensure a prompt response. The Engine 1-3 driver / operator or another qualified driver / operator will respond with the TRT vehicle. If a non-WCTRT member drives a vehicle to the scene, the assigned apparatus will follow the TRT vehicle to the scene, leave the TRT vehicle on the scene, and return to their station with the full crew.

If a WCTRT activation without on-duty members occurs during a City business day, 40-hour staff may be used to respond 17-3 to avoid taking Engine 1-3 out of service.

As WCTRT apparatus respond to an incident, the unit will call in service on the radio.

V. WCTRT ACTIVATION WITH OFF-DUTY MEMBERS

Off-duty WCTRT members shall respond directly to the scene. When members respond to the scene (non-emergent) with their personal vehicle they shall be reimbursed for their mileage, rate determined by Administrative Policies and Procedures #505.

VI. NERIS REPORT

For all WCTRT responses outside the City of Ann Arbor, the highest ranking AAFD / WCTRT responding member is responsible for the completion of the NERIS report the day of the response. For all WCTRT incidents within the City of Ann Arbor, the first due company officer will complete the NERIS report, but the highest ranking WCTRT member will be responsible for an addition to the narrative documenting WCTRT actions.