



ANN ARBOR FIRE DEPARTMENT

Standard Operating Procedures

6.14 Incident Management Team



INCIDENT MANAGEMENT TEAM

Effective: June 19, 2026
Scheduled Review: June 19, 2029
Approved: Fire Chief Mike Kennedy

I. PURPOSE

To establish a standardized framework for activation, coordination, and operational integration of the Incident Management Team (IMT) during large-scale emergencies, disasters, or planned events that exceed routine response capabilities and require coordinated, multi-agency citywide operations.

When an incident or event overwhelms or has the potential to overwhelm city resources, an Incident Management Team (IMT) shall be assembled to support strategic coordination, resource management, and operational continuity. The IMT will operate under the principles of the National Incident Management System (NIMS) and Incident Command System (ICS), ensuring unified, scalable, and disciplined command and control.

II. ACTIVATION CRITERIA

Pre-incident intel shared through the EOC team (NWS weather briefings), the radio, and Active911 shall be used to monitor and assess the need for an IMT activation. The IMT may be activated by the fire chief, assistant chief, or emergency manager when any of the following conditions exist or otherwise determined:

- Widespread storm damage, e.g., tornado, ice storm, severe flooding.
- Multiple simultaneous incidents exceeding first-alarm or mutual aid capacity.
- Extended-duration incidents requiring operational periods beyond 12 hours.
- Significant infrastructure disruption, e.g., power, water, transportation.
- Mass casualty or large-scale evacuation events

III. INCIDENT MANAGEMENT TEAM (IMT)

The IMT will generally consist of fire administration and emergency management personnel. Ideally, the minimum activation is two (2) fire administration and one (1) from emergency management.

Personnel from training, EMS, logistics, and fire prevention may be utilized for the following:

- Field incident technician (FIT) for battalion chief / incident commander
- EOC support
- Logistics support
- Stand-by on wires down

All 40-hour staff are eligible to return to duty when a “callback” notification is sent out for a storm / IMT response.



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IV. EMERGENCY OPERATIONS CENTER (EOC)

The EOC will be activated for citywide coordination. EM responsible for notifying the citywide EOC team when the EOC is activated.

The IC/IMT will coordinate operational needs with the EOC.

The EOC will prioritize resource allocation and maintain situational awareness across all incidents.

V. OPERATIONAL PRIORITIES

During overwhelming incidents, priorities shall be:

1. Life safety
2. Incident stabilization
3. Protection of critical infrastructure
4. Property conservation
5. Continuity of essential city services

As soon as feasible, the battalion chief and / or IMT needs to take control of dispatching from EHP Dispatch. Service / low priority incidents such as trees down and wires down may be held to gain control of the operational picture.

Crews need to be reminded to submit wires down via the DTE to allow the IMT to view all submitted requests. Priority electrical issues shall be communicated to the IMT for direct referral to DTE.

Effort should be made to maintain some level of distributed coverage across the city; not all resources should be dedicated to a single portion of the city.

VI. OPERATIONAL PERIODS & PLANNING

- Incidents exceeding 12 hours shall transition to defined operational periods.
- An Incident Action Plan (IAP) shall be developed for each operational period.
- Planning meetings and operational briefings shall occur at regular intervals.

VII. MICHIGAN MABAS SUPPORT

Since a weather event is likely to have impacted other fire departments within Washtenaw County, Michigan MABAS should be considered for an out of division task force response.

- MABAS 3101 - Livingston County
- MABAS 3203 - Western Wayne County

VIII. OAKLAND COUNTY IMT

For significant incidents extending over several operational periods that will exhaust internal ability to manage, consideration should be given to requesting assistance from the Oakland County IMT.



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IX. CREW REHABILITATION

Responder health and safety shall be continuously monitored. For several hours or even several operational periods, calls for service may exceed available resources. Crews need to be pulled from response to allow for restroom access, hydration, and food. It shall be a shared responsibility of the battalion chief and IMT to implement rehab periods for response crews.

HART may be requested to respond to a designated location for crew support.