

# MULTI-AGENCY COORDINATION SYSTEM (MAC)

A Multi-Agency Coordination System (MAC) is a combination of facilities, equipment, personnel, procedures and communications integrated into a common system with responsibility for coordination of assisting agency resources and support to agency emergency operations.

## SPOKANE AREA FIRE AND LAW ENFORCEMENT COORDINATORS

Spokane County has a “standing” MAC and pre-designated MAC Agency Representatives for all Spokane County Fire and Law Enforcement Agencies called the Spokane Area Fire Coordinator and the Spokane Area Law Enforcement Coordinator.

## MAC FUNCTIONS

A MAC performs the following functions:

- a. Evaluate new incidents.
- b. Prioritize incidents.
  1. Life threatening situation.
  2. Real property threatened.
  3. High damage potential.
  4. Incident complexity.
- c. Ensure agency resource situation status is current.
- d. Determine specific agency resource requirements.
- e. Determine agency resources availability (available for out-of-jurisdiction assignment at this time).
- f. Determine need and designate regional mobilization centers.
- g. Allocate resources to incidents based on priorities.
- h. Anticipate future agency/regional resource needs.
- i. Communicate MAC “decisions” back to agencies/incidents.
- j. Review policies/agreements for regional resource allocations.
- k. Review need for other agencies involvement in MAC.
- l. Provide necessary liaison with out-of-region facilities and agencies as appropriate.

## CHECKLISTS

**MAC GROUP COORDINATOR:** The MAC Group Coordinator serves as a facilitator in organizing and accomplishing the mission, goals and direction of the MAC Group. The MAC Group Coordinator will:

- a. Facilitate the MAC Group decision process by obtaining, developing and displaying situation information.
- b. Fill and supervise necessary unit and support positions within the MAC Group.
- c. Acquire and manage facilities and equipment necessary to carry out the MAC Group functions.
- d. Implement the decisions made by the MAC Group.

**MAC GROUP AGENCY REPRESENTATIVES:** The MAC Group is made up of top management personnel from responsible agencies/jurisdictions and those heavily supporting the effort and/or are significantly impacted by use of local resources. MAC Agency Representatives involved in a MAC Group must be fully authorized to represent their agency. Their functions can include the following:

- a. Ensure that current situation and resource status is provided by their agency.
- b. Prioritize incidents by an agreed upon set of criteria.
- c. Determine specific resource requirements by agency.
- d. Determine resource availability for out-of-jurisdiction assignments and the need to provide resources in Mobilization Centers.
- e. As needed, designate area or regional mobilization and demobilization centers within their jurisdictions.
- f. Collectively allocate scarce, limited resources to incidents based on priorities.
- g. Anticipate and identify future resource needs.
- h. Review and coordinate policies, procedures and agreements as necessary.
- i. Consider legal/fiscal implications.
- j. Review need for participation by other agencies.
- k. Provide liaison with out-of-the-area facilities and agencies as appropriate.
- l. Critique and recommend improvements to MAC and MAC Group operations.
- m. Provide personnel cadre and transition to emergency or disaster recovery as necessary.

**SITUATION UNIT:** The Emergency Operations Center (EOC) Situation Unit is activated by the EOC Plans Section Chief and is responsible for the collection and organization of incident status and situation information. They evaluate, analyze and display information for use by the EOC Manager and MAC Group. Functions include the following:

- a. Maintain incident situation status including location, type, and size, potential for damage, control problems and any other significant information.
- b. Maintain information on environmental issues, cultural and historic resources or sensitive populations and areas.
- c. Maintain information on meteorological conditions and forecast conditions that may have an effect on incident operations.
- d. Request/obtain resource status information from the Resources Unit or agency dispatch sources.
- e. Combine, summarize and display data for all appropriate incidents according to established criteria.
- f. Collect information on accidents, injuries, deaths and any other significant occurrences.
- g. Develop projections of future incident activity.

**RESOURCES UNIT:** The EOC Resources Unit is activated by the EOC Plans Section Chief and maintains summary information by agency on critical equipment and personnel committed and available within the MAC area of responsibility. Status is kept on the overall numbers of critical resources rather than on individual units. Functions can include the following:

- a. Maintain current information on the numbers of personnel and major items of equipment committed and/or available for assignment.

- b. Identify both essential and excess resources.
- c. Provide resource summary information to the Situation Assessment Unit as requested.

**INFORMATION UNIT:** The Information Unit is designed to satisfy the need for regional information gathering. The unit will operate an information center to serve the print and broadcast media and other governmental agencies. It will provide summary information from agency/incident information officers and identify local agency sources for additional information to the media and other government agencies. Functions are to:

- a. Prepare and release summary information to the news media and participating agencies.
- b. Assist news media visiting the EOC / MAC facility and provide information on its function. Stress joint agency involvement.
- c. Assist in scheduling media conferences and briefings. Assist in preparing information materials, etc., when requested by the EOC Manager or MAC Group Coordinator.
- d. Coordinate all matters related to public affairs (VIP tours, etc.).
- e. Act as escort for facilitated agency tours of incident areas, as appropriate.