

**MEMORANDUM OF UNDERSTANDING**  
*Pursuant to The*  
**AGREEMENT FOR AUTOMATIC ASSISTANCE BETWEEN THE**  
**DALLAS FIRE-RESCUE DEPARTMENT AND CITY OF COPPELL FIRE**  
**FIRE/RESCUE DEPARTMENT**

This Memorandum of Understanding is authorized by the City Manager of the City of Dallas and the City Manager of the City of Coppell in agreement dated \_\_\_\_\_, 2020.

The purpose of this Memorandum of Understanding (“MOU”) is to outline the procedures for implementing an Automatic Assistance response between the City of Dallas (“Dallas”) and The City of Coppell (“Coppell”). This MOU is a guide for routine operations and is not intended to replace or adjust the agreement for Mutual Aid and Disaster Assistance currently in effect.

Amount and Type of Assistance

This MOU is for the exchange of EMS service in specified response areas as set forth in this interlocal agreement. Dallas Fire-Rescue Department resources will provide primary First Responder Emergency Medical Service in the stipulated response areas. Coppell Fire Department Mobile Intensive Care Units (MICUs) will respond as the primary ambulance service to medical emergencies, if requested, in the stipulated response areas.

Companies required in addition to the initial response assignment outlined in this agreement must be requested in accordance with procedures established in the Agreement for Mutual Aid and Disaster Assistance.

Response Areas

Emergency Medical Response

A. Dallas will provide the following.

- (1) Receive 911 emergency calls and initiate automatic aid assistance for Emergency Medical Services with the Coppell Fire Department dispatch center, North Texas Emergency Communications Center NTECC (469-298-3270).
- (2) Simultaneous First Responder Emergency Medical Services via Fire Engine crew staffed with a minimum of 3 personnel (Officer, Driver/Engineer, Firefighter)

B. Coppell will provide the following to Dallas:

- (1) Response of the closest Coppell Fire Department MICU ambulance.
- (2) Emergency Medical Service (EMS) coverage for the entire Cypress Waters area including open fields, roadways, buildings, etc.

- C. Hospital destination will be in accordance with the policy of the jurisdiction transporting the patient. Medical control and protocol will be in accordance with the policy of the EMS agency making the run. Collection of patient care and transportation fees shall be the responsibility of the department providing service.
- D. Response area is as defined by Dallas City Limits. Generally, the boundaries are as follows: Ranch Trail Road and Hackberry Road to the South, South Beltline Road to the West, East Beltline Road to the North, and Dallas City Limits to the East. For specific information, please refer to Response Area Map (exhibit A).

### Incident Command

The officer on the first arriving company will take command of the incident until relieved by the appropriate authority. Overall command of the incident will be assumed by the jurisdictional department upon arrival at the scene.

### Medical Incident Reporting

Each department will be responsible for obtaining needed information to complete fire and emergency medical service reports. Coppell Fire Department (CFD) will implement and coordinate any billing of services for patient care and hospital transport under the terms of this Agreement. As a result, the CFD will be the sole benefactor of all fees associated with billing patients for patient care and hospital transport services provided. Assisting units shall cooperate with jurisdictional units to provide necessary information.

### Training

Joint training exercises are to be conducted yearly on EMS related topics. The training exercises will be coordinated and observed by the respective department training chiefs, for the purpose of maintaining coordination during EMS related calls. The following topics may be utilized for the establishment of training parameters, when applicable:

- Apparatus Familiarization
- Coordination of Engine Companies and MICUs
- EMS Procedures
  - Treatment Guidelines
- Incident Command System
- High Rise Procedures
- Communications
- Documentation
- Quality Assurance / Quality Improvement

### Communications

Communications between dispatch centers (Dallas Fire-Rescue Dispatch 214-670-4700) will be carried out in the most expeditious and practical manner. (Coppell Fire uses North Texas Emergency Communications Center NTECC-469-298-3270)

Communication from the respective Dispatch Center to mobile units and incident communications utilizing mobile and portable radio frequencies will be on the radio frequencies utilized by the department in whose jurisdiction the incident occurs.

Each department will provide radios for the other department's apparatus as necessary and maintenance and replacement of radios will be the responsibility of the department owning the radios.

Communication procedures and documents will be provided at the initial training session and updated as needed thereafter.

#### Dispatch to Emergencies

Upon receipt of an alarm in the designated response areas, the communications center receiving the alarm will dispatch the proper assignment and immediately notify the other dispatch center and request the agreed upon assistance.

Should the agreed upon assistance not be available, the requesting department will be notified immediately.

#### Revisions

This Memorandum of Understanding may be revised or amended at any time by mutual agreement of the Fire Chief of the City of Dallas and the Fire Chief of the City of Coppell.

Date: \_\_\_\_\_

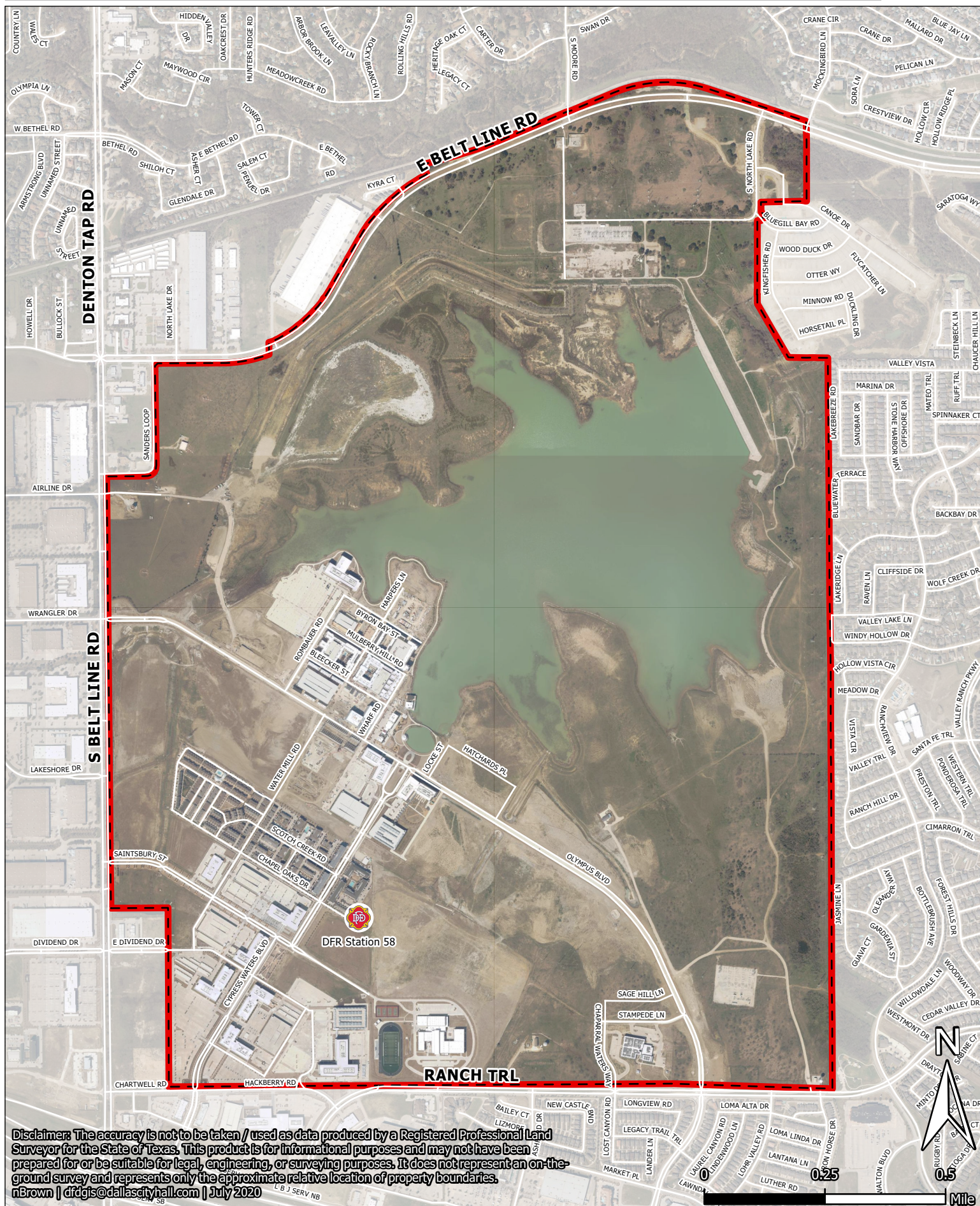
\_\_\_\_\_  
Fire Chief  
City of Dallas

Date: \_\_\_\_\_

\_\_\_\_\_  
Fire Chief  
City of Coppell



Dallas Fire-Rescue  
Cypress Waters Response Area for the Automatic Assistance Agreement  
Between The City of Dallas and The City of Coppel



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