

Washington Mutual Aid System (WAMAS) Overview

1. BASIC PROVISIONS

APPLIES TO EMERGENCIES AND DRILLS/EXERCISES

Prior to requesting assistance, a member jurisdiction:

- Determines an emergency exists within its territorial limits consistent with applicable legal authority; or
- Anticipates undertaking drills or exercises in preparation for an emergency.

2. LIMITATION ON AID

A responding member jurisdiction may exercise discretion in withholding or withdrawing requested assistance at any time and for any reason.

3. REQUEST FOR ASSISTANCE - JURISDICTION TO JURISDICTION

Requests for assistance shall be made by or through:

- The chief executive officer of a member jurisdiction, or
- The jurisdiction's authorized designee(s).

Requests for assistance may be oral or written. If requests are oral they must be confirmed with the responding member jurisdiction in writing within 30 days after the date of the request

Documentation of all actions in response to an incident should be maintained to provide situational awareness to the State Emergency Operations Center (SEOC) in the event local/intrastate resources are exhausted. When jurisdictional resources are exhausted, requests are forwarded to the state for fulfillment.

4. NOTIFICATION

When an affected jurisdiction requests WAMAS assistance, the request is broadcasted through local communications by the requesting entity. The chief executive officer or authorized designee of the assisting agency will determine whether they are able to offer assistance.

If able to provide assistance, the chief executive officer or authorized designee will contact the requestor with availability and cost estimates via the WAMAS Request Form Section II.

5. REIMBURSEMENT

Reimbursable costs are those that would be normally submitted for reimbursement and considered eligible as emergency costs under state and federal disaster assistance programs; reimbursements are covered under RCW 38.56.070.

RCW 38.56.070 Reimbursement for assistance provided.

(1) A requesting member jurisdiction shall reimburse a responding member jurisdiction for the true and full value of all assistance provided under this chapter. However, if authorized by law, a responding member jurisdiction may donate assistance provided under this chapter to a requesting member jurisdiction.

To avoid duplication of payments, a responding member jurisdiction should not request reimbursement for costs that will be recouped through normal insurance mechanisms or where emergency costs are eligible for reimbursement through direct participation in state or federal assistance programs. Section II of the WAMAS Request Form will provide documentation for the calculation of cost.

6. INTRASTATE MUTUAL AID COMMITTEE

The Intrastate Mutual Aid Committee is a subcommittee of the Emergency Management Council (EMC). The Committee consists of not more than five members who are appointed by the chair of the EMC from EMC membership, one of which must be a representative of the Military Department who will serve as the Committee chair. The Committee:

1. Develops, adopts, disseminates, and updates comprehensive guidelines and procedures that address the following:
 - Projected or anticipated costs of establishing and maintaining WAMAS
 - Checklists and forms for requesting and providing assistance
 - Procedure guidelines for reimbursing the actual and legitimate expenses of a member jurisdiction that responds to a request for assistance
 - Other issues to facilitate implementation of WAMAS
2. Develops training and outreach program supporting implementation and use of WAMAS;
3. Develops status reports for monitoring implementation and training of WAMAS;
4. Assists member jurisdictions in developing methods to track and evaluate the implementation of WAMAS;
5. Reviews the progress and status of WAMAS implementation;
6. Examines issues, formulates guidance, and assists member jurisdictions in the implementation of WAMAS;
7. Reviews all After Action Reports and Improvement Plans for consideration in updating guidelines and procedures;
8. Prepare an annual report to the EMC on the use and effectiveness of WAMAS with recommendations for correcting deficiencies. The subcommittee shares the report with the Director of the Emergency Management Division and the President of the Washington State Emergency Management Association no later than 31 December each year.