

Iowa Mutual Aid Compact

How it Supports your Local Emergency Management Program



Purpose of IMAC

- Mutual Aid between:
 - Local emergency management commissions
 - Counties
 - Cities
 - Political subdivisions
- Code of Iowa, Section 29C.22
 - Defines
 - Purpose
 - Responsibilities
 - Liability
 - Reimbursement



Article 1 – Purpose and Authorities

- Participating governments
 - Local emergency management commissions
 - Counties
 - Cities
 - Other political subdivisions
 - All are automatically included unless they take action to opt out
- Used during disaster declared in accordance with Comprehensive Emergency Plan
- Used during exercises



Article 2 – General Implementation

- Philosophy
 - Emergencies require immediate application of resources
 - Local resources may not be adequate
 - Prompt, full, and effective use of resources is needed for safety, care, and welfare of people
- Local Emergency Management role
 - Formulate plans and procedures to implement IMAC



Article 3 – Participating Government Responsibilities

- Create plans and procedures
 - Identify hazards, resource gaps
 - Develop procedures to address gaps
 - Assist in warning
 - Ensure uninterrupted delivery of services
 - Inventory human and material resources
 - Frequent consultation with participating governments
- Requesting assistance
 - Made by authorized representative
 - Function, resource (personnel, equipment, materials, supplies, etc.)
 - Location needed, duration, and POC



Mechanics of an IMAC Mission

- **STEP 1:** Proclamation of a Local Emergency OR Governors Proclamation of Disaster Emergency **REQUIRED**
- **STEP 2:** Requesting Party determines needed resource(s) and contacts Assisting Party to outline request
 - HSEMD can assist in locating a potential Assisting Party – statewide or targeted broadcast of a request
 - **NOTE:** Requesting and Assisting parties' Authorized Representatives may verbally agree to render aid. Written REQ-A must be executed within 30 days
- **STEP 3:** Requesting Party Completes REQ-A, Part I





**IOWA MUTUAL AID COMPACT (IMAC)
INTRASTATE MUTUAL AID REQUEST
Form REQ-A, 2009**



Type or print all information except signatures

PART I: TO BE COMPLETED BY THE REQUESTING POLITICAL SUBDIVISION

To the Political Subdivision of:					
From the Political Subdivision of:					
Req-A Contact:				Telephone:	
				E-mail or Fax:	
Incident Requiring Assistance:					
Type of Assistance/Resources Needed (for more space, attach PART IV):					
Date/Time Resources Needed:				Staging Area:	
Approximate Date/Time Resources Released:					
Authorized Representative Printed Name:			Authorized Representative Signature:		
Title:			Agency:		
				Mission No:	
Date:			Time:		
Has a disaster or emergency been declared by the local government or by the governor?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has the County Emergency Management Agency of the Requesting Political Subdivision been notified?				<input type="checkbox"/> Yes	<input type="checkbox"/> No



Mechanics of an IMAC Mission

- **STEP 4:** Assisting Party determines resources necessary and available to provide the requested assistance and *estimates* costs
 - Cost categories include: Personnel, Travel, Equipment, Commodity, and Other Costs
 - **BEST PRACTICE:** Provide the offer to the requesting party for review, negotiation, and tentative approval before signing Part II of the REQ-A
- **STEP 5:** Assisting Party completes REQ-A, Part II



PART II: TO BE COMPLETED BY THE ASSISTING POLITICAL SUBDIVISION

Req-A Contact:		Telephone:		E-mail or Fax:	
Resource Contact:		Telephone:		E-mail or Fax:	
Type of Assistance Available (for more space, attach PART IV)					
Resource Availability	Start Date/Time:		End Date/Time:		
Logistics Required from Requesting Political Subdivision (for more space, attach PART IV):					
Cost Estimate (to provide a detailed explanation of cost, attach Part IV)					
Approximate cost for all PERSONNEL, EQUIPMENT and COMMODITIES:			\$	-	Per Day / Total (select one)
Approximate cost for TRAVEL:			\$	-	One Way / Total (select one)
Authorized Representative Printed Name:				Authorized Representative Signature:	
Title:		Agency:		Mission No:	
Date:		Time:			
Has the County Emergency Management Agency of the Assisting Political Subdivision been notified?				<input type="checkbox"/> Yes	<input type="checkbox"/> No



DETAILED COST ESTIMATE			
	Regular Time (including benefits)	\$ -	Personnel Costs
	Overtime (including benefits)	\$ -	
	Subtotal Personnel Costs	\$ -	
	Meals	\$ -	Travel Costs
	Lodging	\$ -	
	Vehicle Rental/Bus/Taxi	\$ -	
	Fuel/Mileage	\$ -	
	Air Travel	\$ -	
	Parking/Tolls	\$ -	
	Subtotal Travel Costs	\$ -	
Description:		\$ -	Equipment Costs
Description:		\$ -	
Description:		\$ -	
	Subtotal Equipment Costs	\$ -	
Description:		\$ -	Commodity Costs
Description:		\$ -	
Description:		\$ -	
	Subtotal Commodity Costs	\$ -	
Description:		\$ -	Other Costs
Description:		\$ -	
	Subtotal Other Costs	\$ -	
	Grand Total Mission Estimate :	\$ -	



Mechanics of an IMAC Mission

- **STEP 6:** Requesting Party reviews part II, accepts resources and *estimated* costs outlined
- **STEP 7:** Requesting Party completes REQ-A, Part III

PART III: REQUESTING POLITICAL SUBDIVISION APPROVAL			
Authorized Representative Printed Name:		Authorized Representative Signature:	
Title:	Agency:		
Date:		Time:	



Authorized Representative

- Who may it be?
 - Mayor or designee
 - Member of the Board of Supervisors or designee
 - Local emergency management coordinator or designee
 - Elected official, trustee, or any other person empowered to obligate resources and expend funds on behalf of the political subdivision



Article 4 - Limitation

- Aid may be withheld so as to provide reasonable protection
- Personnel shall have same powers, rights, duties and privileges, except for arrest
- Remain under command and control of regular leader, organizational units shall come under operational control of requestor



Article 5 – Licenses and Permits

- License, certificate, or permit shall be recognized
- Subject to limitations and conditions as prescribed by the governor



Article 6 - Liability

- Individuals rendering aid are considered agents of jurisdiction receiving aid for tort liability and for immunity purposes
- Not liable for acts or omission in good faith
- Does not include willful misconduct, gross negligence, or recklessness



Article 7 – Supplementary Agreements

- Compact contains broad elements common to all political subdivisions
- Supplementary agreements allowed to outline extraordinary conditions of an agreement as needed



Article 8 – Worker Compensation

- Requesting government shall provide workers' compensation and death benefits
- Compensation in the same manner and under same terms as if injury or death occurred in home jurisdiction



Article 9 – Reimbursement

- Reimbursement of actual costs
 - Personnel – direct *and* indirect payroll costs
 - Travel – meals, lodging, etc.
 - Equipment – loss, damage to, or expense incurred
 - Materials and Supplies – fuel, consumables, etc.
 - Assisting jurisdiction may waive such reimbursement
 - May use supplementary agreement to further define cost structure



What Can I Do? Where Do I Start?

- Identify / Train a Designated Contact for your jurisdiction
- Identify gaps in your own resources AND resources you have that could assist others
 - Flood-fight equipment or commodities
 - Public works equipment/personnel
 - Specialized equipment/personnel
 - Dive Teams
 - Search and Rescue/K-9 Teams
 - Building Inspectors
 - Pet Trailers
 - Shelter Trailers
 - Debris Management Equipment



Questions?

John Benson

515-725-3208

John.benson@iowa.gov

Jacob Nicholson

515-323-4337

Jacob.nicholson@iowa.gov

For IMAC Resources, including FAQs and a copy of the REQ-A Form, visit:

homelandsecurity.iowa.gov/programs/emacs_imac.html

