MutualAidNet

OVERVIEW
**Overview**

- Landing Page used by all States to access their program
- Selecting a State in the map will take you to that State’s Log In Page
**Mutual Aid Net**

**Logging In**

- The Log In Page is where a current Contact logs into their State’s program.
- **User Name** - The contact’s e-mail address is used as the user name.
- **Password** - Unique password set by the contact.
- The *Forgot Password* link will provide the contact with an e-mail message that includes a temporary password to gain access.
The Home Page will be displayed after successfully logging in.
The *Pending Activation* tab will also be seen if you have an activation request pending.
• Dashboard displays list of all available Menu Sections

• You will only see Menu Sections you have access to, based on your Access Level/Fire Role

• Florida Fire Roles Are:
  • Administrator (Hidden)
  • FFCA State Coordinator
  • FFCA Regional Coordinator
  • FFCA County Coordinator
  • Agency POC-Admin
  • Agency POC-User
Your Dashboard View:

- Administrator (Hidden)
- FFCA State Coordinator
- FFCA Regional Coordinator
- FFCA County Coordinator
- Agency POC-Admin
- Agency POC-User
Your Dashboard View:

- Administrator (Hidden)
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  - FFCA County Coordinator
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Your Dashboard View:

- Administrator (Hidden)
- FFCA State Coordinator
- FFCA Regional Coordinator
- FFCA County Coordinator
- Agency POC-Admin
- Agency POC-User
**Overview**

- Executive List Contacts

### MutualAidNet - Florida - Executive List

<table>
<thead>
<tr>
<th>Contact Name</th>
<th>Contact Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cara Locke</td>
<td>Director, FEM-AID</td>
</tr>
<tr>
<td>Tommy Hicks</td>
<td>SEER-ORC Chair</td>
</tr>
<tr>
<td>J. Lopez</td>
<td>SEER-ORC Chair</td>
</tr>
<tr>
<td>Sherman L. Sasser</td>
<td>SEER-FL Lead Agency</td>
</tr>
<tr>
<td>Kingman Schultz</td>
<td>State Coordinator (FL)</td>
</tr>
<tr>
<td>Jim Wise</td>
<td>Executive Director</td>
</tr>
</tbody>
</table>

### System Access Level

Access Level: [Select an access level]
Fire Role: [Select a Role]
Check to allow user to close activations: [ ]

### Contact Information

<table>
<thead>
<tr>
<th>Title/Office</th>
<th>Dept/Agency</th>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address Line 1</th>
<th>Address Line 2</th>
<th>County</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Contact Information

<table>
<thead>
<tr>
<th>State ID</th>
<th>Office Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
• Regional Contacts
• Regional Contacts
  • Select Region from dropdown list
• Regional Contacts
  • All Contacts within region with Regional Coordinator Fire Role
Mutual Aid Net

Overview

- County Contacts
• County Contacts
  • Select County from dropdown list
**MutualAidNet**

**Administration/County Contacts**

- County Level Contacts
  - All Contacts within county, with County Coordinator Access Level
  - All Contacts associated with a Dept/Agency in the County
- Dept/Agency List
  - All Dept/Agencies within the County
• Dept/Agency Info
  • List of All Dept/Agencies
• Dept/Agency Info
  • Search Window- Start typing Dept/Agency name to see list filter
  • Select Dept/Agency from list
• Dept/Agency Info
  • Dept/Agency Information (Tab)
• Dept/Agency Info
  • Dept/Agency Contacts (Tab)
• Dept/Agency Information (Tab)
  • Fields of information that identify the Dept/Agency selected from the full list
• Dept/Agency Information (Tab)
  • Datasheet Button- Opens the resource inventory list for this Dept/Agency
**MutualAidNet**

**Administration/Dept/Agency Info**

- Datasheet
  - List of resources assigned to Dept/Agency

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**MutualAidNet - Florida - Datasheet**

**Dept/Agency Information:**

- Dept/Agency: Estero Fire Rescue
- Dept/Agency ID: EST

**Resource Information:**

<table>
<thead>
<tr>
<th>Resource Type</th>
<th>Dept/Agency Total</th>
<th>Available Total</th>
<th>EMAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aerial Ladder, Type I</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Aerial Ladder, Type II</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aerial Platform, Type I</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Aerial Platform, Type II</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Fixed-Wing), Type I</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Fixed-Wing), Type II</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Fixed-Wing), Type III</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Fixed-Wing), Type IV</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Rotary-Wing), Type I</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Rotary-Wing), Type II</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Rotary-Wing), Type III</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Ambulance (Rotary-Wing), Type IV</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Search Team (Fixed-Wing), Type I</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Air Search Team (Fixed-Wing), Type II</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

* can be Multi-jurisdictional
• Dept/Agency Contact (Tab)
  • List of all Contacts associated with Dept/Agency
• System Notifications
  • Authorized Contacts can send messages to selected groups
• System News Maintenance
  • Create messages that are posted on the Home Page
• County’s Participating in Exercises
  • Select County(s) to participate & receive alerts for an exercise
• Role Activity (Only seen by System Administrator)
  • Assign Role Activities by Access Levels
Role Activity (Only seen by System Administrator)
- Assign Role Activities by Access Levels

Map User Tasks to Roles

<table>
<thead>
<tr>
<th>Division</th>
<th>Fire</th>
</tr>
</thead>
<tbody>
<tr>
<td>User Role</td>
<td>Tasks</td>
</tr>
<tr>
<td>Fire Executive List - Admin</td>
<td>Update User Contact Information</td>
</tr>
<tr>
<td></td>
<td>Reset Passwords</td>
</tr>
<tr>
<td></td>
<td>Create New Users</td>
</tr>
<tr>
<td></td>
<td>Send Notification</td>
</tr>
<tr>
<td></td>
<td>Review Activation Status</td>
</tr>
<tr>
<td></td>
<td>View Resource Inquiry</td>
</tr>
<tr>
<td></td>
<td>Update County Dispatch Center</td>
</tr>
</tbody>
</table>
• Role Activity List
• Task description by Fire Role

<table>
<thead>
<tr>
<th>Tasks Available by User</th>
<th>FFCA State Coordinator</th>
<th>FFCA Regional Coordinator</th>
<th>FFCA County Coordinator</th>
<th>Agency POC-Admin</th>
<th>Agency POC-User</th>
</tr>
</thead>
<tbody>
<tr>
<td>Update User Contact Information</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Reset Passwords</td>
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<td></td>
<td></td>
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<tr>
<td>Update Dept/Agency Information</td>
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<td>Update Access Levels</td>
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<td>Create New Users</td>
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<td>Create New Dept/Agencies</td>
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<td>Update Resources</td>
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<tr>
<td>Send Resources</td>
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<td>Send Notification</td>
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<tr>
<td>Initiate Activation</td>
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<td>Approve Resource Updates</td>
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<tr>
<td>Post System News</td>
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<tr>
<td>Review Activation Status</td>
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<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
<td>View Resource Inquiry</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Update County Dispatch Center</td>
<td>X</td>
<td>X</td>
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</tr>
</tbody>
</table>
• Role Menu Access (Only seen by System Administrator)
  • Controls which Menu Selection in the Dashboard is seen by User Roles
• Role Menu Access (Only seen by System Administrator)
  • Controls which Menu Selection in the Dashboard is seen by User Roles
• Role Menu Access List
  • Menu Sections seen by Fire Role

<table>
<thead>
<tr>
<th>Menus Seen By Users</th>
<th>FFCA State Coordinator</th>
<th>FFCA Regional Coordinator</th>
<th>FFCA County Coordinator</th>
<th>Agency POC-Admin</th>
<th>Agency POC-User</th>
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</thead>
<tbody>
<tr>
<td>Home Page</td>
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<td>X</td>
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<tr>
<td>ACTIVATION</td>
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<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Enter Resource Request</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activation Status</td>
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<td>X</td>
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<tr>
<td>Resource Types</td>
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<td></td>
<td></td>
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<tr>
<td>ADMINISTRATION</td>
<td>X</td>
<td>X</td>
<td></td>
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<tr>
<td>Executive List Contacts</td>
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<td>X</td>
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<td></td>
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</tr>
<tr>
<td>Regional Contacts</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
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</tr>
<tr>
<td>County Contacts</td>
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<td></td>
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<tr>
<td>Fire Department Info</td>
<td>X</td>
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<tr>
<td>System Notifications</td>
<td>X</td>
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<td></td>
</tr>
<tr>
<td>System News</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>County Participation in Exercises</td>
<td>X</td>
<td>X</td>
<td></td>
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<tr>
<td>Role Activity</td>
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<tr>
<td>Role Menu Access</td>
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</tr>
<tr>
<td>Manage ST/TF</td>
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<td>X</td>
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<tr>
<td>INQUIRY</td>
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<td>X</td>
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<td>X</td>
<td></td>
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<tr>
<td>Resources by Dept/Agency</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>All Resources by Region or County</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Resource Type by Region, County or Dept/Agency</td>
<td>X</td>
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<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Resource Type by Distance</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
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<tr>
<td>Log Off</td>
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</tr>
<tr>
<td>Change Password</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
• ST/TF Management
  • Provides ability to build teams from individual resources assigned to Dept/Agencies
• ST/TF Management
  • Engine Strike Team details
• Resources By Agency
  • Lists of all resources assigned to a selected Dept/Agency
• Resources By Agency
  • Lists of all resources assigned to a selected Dept/Agency
MutualAidNet

INQUIRY/All Resources by Region or County

- All Resources by Region or County
  - Lists of all resources assigned to a selected Region or County
MutualAIDNet

INQUIRY/All Resources by Region or County

• All Resources by Region or County
• Region-6, Lee County displayed

MutualAIDNet - Florida - All Resources by Region or County

Search Criteria
Region: [6]
County: Lee

Resource Information:
Resource Type | Dept./Agency Total | Total Available | EMAC
--- | --- | --- | ---
Aerial Ladder, Type I | 10 | 8 | 0
Aerial Platform, Type I | 5 | 5 | 0
Air Supply Truck, Type I | 4 | 4 | 0
Air Supply Truck, Type II | 1 | 1 | 0
Ambulance (Ground), Type II | 28 | 10 | 0
Ambulance Strike Team Leader | 2 | 2 | 0
Brush Truck, Type I | 4 | 3 | 1
Brush Truck, Type II | 1 | 1 | 1
Brush Truck, Type III | 20 | 13 | 1
Brush Truck, Type IV | 2 | 2 | 0
Crew Fire Rescue (Airport), Type I | 2 | 2 | 0
Crew Fire Rescue (Airport), Type II | 1 | 1 | 0
Engine, Fire, Type I | 48 | 28 | 1
Engine, Fire, Type II | 2 | 2 | 0
Engine, Fire, Type III | 1 | 1 | 0
Engine, Strike Team Leader | 1 | 1 | 0
EST-402 (RS); Engine Strike Team* | 1 | 1 | 0
Field Mobile Mechanic, Type I | 1 | 1 | 0
Field Mobile Mechanic, Type II | 1 | 1 | 0
Fire Boat, Type III | 3 | 2 | 0
Fire Boat, Type III | 4 | 4 | 0
HazMat Response Team, Type I* | 1 | 1 | 0
HazMat Response Team, Type II* | 1 | 1 | 0
Light Truck (Illumination), Type I | 1 | 1 | 0
Mutual Aid Radio Communications, Type I | 1 | 1 | 1
Portable Fire Pump, Type I | 1 | 1 | 0
Portable Fire Pump, Type III | 1 | 1 | 0
Rescue (Ambulance w/FTR), Type I | 5 | 2 | 0
Swiftwater Flood SAR Team, Type I | 1 | 1 | 1
Swiftwater Flood SAR Team, Type II | 1 | 1 | 1
Technical Rescue Team, Type II | 3 | 3 | 0
USAR Task Force, Type II* | 1 | 1 | 1
Water Tender (Tanker), Type I | 2 | 2 | 0
Water Tender (Tanker), Type II | 3 | 2 | 0
• Resource Type by Region, County or Dept/Agency
  • List of a selected resource type by Region, County or Dept

Overview
Overview

- Resource Type by Region, County or Dept/Agency
- List of Type-I Engines in Lee County
• Resource Type by Distance
  • List of selected resource type, by distance to requesting Dept
Resource Type by Distance

- List of Type-II Brush Trucks by distance to Estero Fire Rescue
**MutualAidNet**

**LOG OFF**

- Log Off- Select the Menu Item titled “Log Off” to log out of the program
- Change Password
  - Contact can change their password
MutualAidNet

QUESTIONS?