

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.01
2. SUBJECT: ***Service Delivery Level - Fire Suppression***
3. POLICY: In order to meet it's Mission and fulfill statutory requirements, Stevens County Fire District #1 will provide fire suppression services using the ground mobile equipment as described in this Policy and Procedure.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Commissioners and the Fire Chief to enforce this policy and procedure.
6. PROCEDURE:
 - A. Class "A" engines for the suppression of structure fires. This does not include aerial apparatus.
 - B. Four-wheel drive wildland engines for the suppression of field fires, grass fires, and for other situations where the larger Class "A" engines are unable to go.
 - C. Tenders, for the purpose of shuttling water in areas where there are no fire hydrants or other areas where water supplies are not adequate.
 - D. Command vehicles for the purpose of coordinating and commanding incidents. These vehicles shall also have multi-radio frequency capabilities to provide communications with other agencies that may assist us or to which we may provide assistance.
 - E. The fire suppression capabilities of Fire District #1 do not include the use of aerial apparatus, however this type of equipment could be made available through mutual aid from other agencies or by contract. The District will direct aircraft activities used in conjunction with incidents it is responsible for incident command.
 - F. Stevens County Fire District #1 does not own or operate aircraft for fire suppression or rescue activities, but may contract for spotter aircraft service.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Keith D. Reilly</i>	<i>May 17 2004</i>
Fire Commissioner, Chair <i>[Signature]</i>	<i>5-17-04</i>
Fire Commissioner, Vice Chair <i>[Signature]</i>	<i>5/17/2004</i>
Fire Commissioner <i>[Signature]</i>	<i>5-17-2004</i>

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.02
2. SUBJECT: ***Service Delivery Level - Emergency Medical Services***
3. POLICY: In order to meet it's Mission and fulfill statutory requirements, Stevens County Fire District #1 will provide emergency medical services as described in this Policy and Procedure.

No personnel of the District shall perform medical services on any victim at the scene of an emergency or during authorized emergency transportation of the victim in excess of the level of medical services, that such individual has been trained to provide and is currently licensed or certified to provide.

The policy of the District shall not prevent personnel from providing Good Samaritan service outside the District pursuant to RCW 4.24.300 and 310.

4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Commissioners and the Fire Chief to enforce this Policy and Procedure.
6. PROCEDURE:
 - A. All personnel/members of the Fire District shall have as a minimum, basic first-aid/CPR training and a valid first-aid card approved by the Department of Labor and Industries or equivalent training.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Keith D. Rully</i>	<i>4/14/05</i>
Fire Commissioner, Chair <i>Donalson</i>	<i>4/14/05</i>
Fire Commissioner, Vice Chair <i>Thomson</i>	<i>4/14/05</i>
Fire Commissioner <i>Claude Carl Welch</i>	<i>4/14/05</i>

- B. The District retains emergency medical service personnel, including personnel qualified and licensed by the State of Washington as Emergency Medical Technicians (BLS, ILS, etc.), First Responders, and Advanced First Aid (BLS) with Health Care Provider CPR to provide services for the District. The services, which may be provided by the District, are defined in RCW 18.73.030(11) as follows:

“Emergency medical care’ or ‘emergency medical service’ means such medical treatment and care which may be rendered at the scene of any medical emergency or while transporting any patient in an ambulance to an appropriate medical facility, including ambulance transportation between medical facilities.”

The District is not authorized to provide emergency medical services within a medical clinic or physician’s office unless such location constitutes the scene of a medical emergency.

- C. Various emergency response vehicles operated by the Fire District are licensed as Basic Life Support Vehicles.
- D. The Fire District is licensed as a Verified Trauma Service for Basic Life Support.

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.03
2. SUBJECT: ***Service Delivery Level - Hazardous Materials***
3. POLICY: In order to meet it's Mission and fulfill statutory requirements, Stevens County Fire District #1 will provide hazardous materials services as described in this Policy and Procedure.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Commissioners and the Fire Chief to enforce this policy and procedure.
6. PROCEDURE:
 - A. Title 52, RCW contains no mandatory duty to engage in any hazardous materials response.
 - B. The Fire District shall relinquish the hazardous materials incident command to the Washington State Patrol within the boundaries of Stevens County Fire District #1 as stipulated in RCW 70.136.030.
 - C. As the initial incident command agency, the District shall provide initial response to hazardous materials incidents but shall not handle any hazardous materials or provide any type of hazardous material clean up service.
 - D. For all hazardous material incidents within the boundaries of the District, the Department of Ecology, and all other appropriate agencies shall be notified as defined in the Duty Officer binder. Any outside resources needed for handling and clean up operations shall be ordered and coordinated by the agency responsible and not by any member of this District.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Keith D. Reilly</i>	<i>May 17, 2004</i>
Fire Commissioner, Chair <i>Shannon Hill</i>	<i>5-17-04</i>
Fire Commissioner, Vice Chair <i>Don Hesterman</i>	<i>5/17/2004</i>
Fire Commissioner <i>[Signature]</i>	<i>5-17-2004</i>

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.04
2. SUBJECT: ***Service Delivery Level - Fire Prevention***
3. POLICY: In order to meet it's Mission and fulfill statutory requirements, Stevens County Fire District #1 may provide fire prevention services as described in this Policy and Procedure.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Commissioners and the Fire Chief to enforce this policy and procedure.
6. PROCEDURE:
 - A. Public educational classes or presentations may be developed and delivered to the general public when approved by Fire Chief or designee.
 - B. School programs may be delivered to elementary and secondary schools in cooperation with the school district when approved by the Fire Chief.
 - C. Media advertisements promoting fire and life safety may be promulgated when in the best interests of the District when approved by Fire Chief.
 - D. Pre-fire planning of buildings and property within the boundaries of the District may be conducted regularly when approved by the Fire Chief.
 - E. Fire safety and awareness programs may be presented to local businesses and community groups when approved by the Fire Chief.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Keith A. Reilly</i>	<i>May 17, 2004</i>
Fire Commissioner, Chair <i>Thomas W. Hale</i>	<i>5-17-04</i>
Fire Commissioner, Vice Chair <i>Debra J. ...</i>	<i>5/17/2004</i>
Fire Commissioner <i>[Signature]</i>	<i>5-17-2004</i>

- F. The District may assist the Stevens County Fire Marshal or Code Enforcement Officer with inspections of buildings and property within the boundaries of the District, however, no employee of the fire district shall have any code enforcement authority unless certified by a nationally recognized agency as a Fire Inspector, Investigator, or Codes Official, and approved for such actions by the District 1 Board of Fire Commissioners. This enforcement authority shall primarily be the responsibility of the County Fire Marshal.
1. The District conducts plan review input of buildings to the Stevens County Fire Marshal.
 2. The District reviews plats and rezones for Fire and Life Safety concerns and issues of impact to the District.

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.05
2. SUBJECT: *Service Delivery Level - Search and Rescue*
3. POLICY: In order to meet it's mission and fulfill statutory requirements, Stevens County Fire District #1 will provide search and rescue services as described in this Policy and Procedure.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Commissioners and the Fire Chief to enforce this policy and procedure.
6. PROCEDURE:
 - A. The District will participate in search and rescue efforts within its boundaries. These services shall be within the financial and physical capabilities of the District.
 - B. The District may provide search and rescue services outside the District boundaries, provided they do not compromise the level of service within the District. These situations will be handled on a case-by-case basis and will be at the discretion of the Chief or the Chief's designee as to what type of equipment and the number of personnel that will be dispatched.
 - C. The District's vehicles should not be used in search efforts involving off road or mountainous type terrain. The possibility of these vehicles being damaged or rendered out of service is too great. If however, a search has located a victim needing medical attention and transport to medical facilities, the rescue vehicle may be used if other area apparatus or ambulances are unable to reach the victim. This will be at the discretion of the Chief or the Chief's designee, and the conditions at the time of the incident.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Keith D Rully</i>	<i>12/17/04</i>
Fire Commissioner, Chair <i>Thomas W. Hale</i>	<i>12/29/04</i>
Fire Commissioner, Vice Chair <i>Dan Peterson</i>	<i>12/30/04</i>
Fire Commissioner _____	

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.06
2. SUBJECT: *Service Delivery Level - Contract Services*
3. POLICY: In order to meet it's Mission and fulfill statutory requirements, Stevens County Fire District #1 will provide fire suppression or emergency medical contract services to other municipal corporations or private parties as described in this Policy and Procedure.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Commissioners and the Fire Chief to enforce this policy and procedures.

6. PROCEDURE:

The District may enter into contracts for the provision of services for the following groups or entities:

- A. Other municipal corporations which are exempt from paying property taxes that support these services such as (but not limited to) Stevens County, The State of Washington (all departments and divisions), U.S. Dept. of Interior, Bureau of Land Management, U.S. Dept. of Agriculture, Bureau of Indian affairs, Forest Service and the U.S. Bureau of Reclamation, and the appropriate P.U.D.
- B. Public schools that lie within the District's boundaries.
- C. Individuals, businesses, or other groups that have property in areas where there is no organized governmental fire department.
- D. Other fire district's or fire departments when they request mutual aid.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Keith D. Rully</i>	<i>12/17/04</i>
Fire Commissioner, Chair <i>Thompson</i>	<i>12/20/04</i>
Fire Commissioner, Vice Chair <i>Decker</i>	<i>12/20/04</i>
Fire Commissioner _____	

- E. The Fire District shall maintain current mutual aid contracts with neighboring emergency service agencies that may be called upon in the event of a major incident within the District.
- F. The District may (from time-to-time) send contract engines to the Department of Natural Resources. In such instances, the terms and conditions of the Washington State Fire Mobilization Plan or an individually executed agreement shall apply.
- G. When a contract for services is in place with any other public or private agency or individual, the terms of the contract for services with said agency or individual shall apply.
- H. Private aircraft spotter service.

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 203.07
2. SUBJECT: ***Service Delivery Level - Response to Areas Outside of District Boundaries***
3. POLICY: In order to meet its Mission and fulfill statutory requirements, Stevens County Fire District #1 may provide response to areas outside of District boundaries as described in this Policy and Procedure.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. It shall be the responsibility of the Board of Fire Commissioners and the Fire Chief to enforce this policy and procedures.
6. PROCEDURE:
 - A. The District may respond to emergencies in areas outside the District when requested by another agency, which has a current mutual aid/automatic aid agreement with the District.
 - B. Responses outside the boundaries of the District to areas other than those listed above may be made in the event of a large conflagration or a disaster type emergency at the discretion of the Fire Chief or Fire Commissioners.
 - C. The District may, at the discretion of the Chief, or the Chief's designee, respond to emergencies in areas where there is no fire protection if the emergency is threatening to cross into the District.
 - D. Absent those preceding exceptions, the District will not respond to those unprotected areas commonly known as "No Man's Land".
 - E. The District may bill for services rendered outside the District.

APPROVED BY:	DATE:
Fire Chief, Stevens County 1 <i>Mark A. Bell</i>	<i>8/18/08</i>
Fire Commissioner, Chair <i>Claudia Earl Wolk</i>	<i>8/18/08</i>
Fire Commissioner, Vice Chair <i>Debra Johnson</i>	<i>8/18/08</i>
Fire Commissioner <i>Tom M. Martinson</i>	<i>08/18/08</i>

Stevens County Fire Protection District 1

POLICY AND PROCEDURE

1. NUMBER: 204
2. SUBJECT: *Performance Analysis*
3. POLICY: Normally, the only measurement of capability in the fire service has been to rely heavily on total numbers of alarms and patients. The following measures are developed to better analyze the service capabilities of the District. Periodically, the District will compile these and any other statistics in order to evaluate its performance and delivery system.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Stevens County Fire District #1.
5. RESPONSIBILITIES:
 - A. The Chief is responsible for assuring that the performance analysis is conducted in accordance with the direction of the Board of Fire Commissioners.

6. PROCEDURE:

The following list comprises basic elements to evaluate when conducting a District performance analysis.

A. Response Time of **Basic Life Support**

Rationale and Definition. It is well documented that in severe medical emergencies, and particularly cardiac and respiratory emergencies, the condition of the patient and the patient's chances of recovery are directly linked to the elapsed time from the onset of the medical problem until treatment is administered. For patients in cardiac arrest, a significant improvement in survival rates if treatment (CPR) can be administered within four minutes from time of collapse. (In addition, if an advanced life support unit is further than four minutes behind the Fire District aid vehicle (an 8-minute total response time) quick arrival of the aid vehicle is directly related to patient survival). Measuring of basic life support response time will indicate the ability of the Fire

APPROVED BY:	<i>Keith D. Reilly</i>	DATE:	<i>12/17/04</i>
Fire Chief, Stevens County 1	<i>Thomas W. Hall</i>		<i>12/10/04</i>
Fire Commissioner, Chair	<i>Don Peterson</i>		<i>12/20/04</i>
Fire Commissioner, Vice Chair			
Fire Commissioner			

District to provide care within reasonable time frames. It will also indicate the effectiveness of station locations and efforts to improve response route problems. **Response time of basic life support will be defined as the elapsed time from when the dispatch center receives the call from the reporting party until the first dispatched Fire District unit arrives on location.**

B. Response Time of Intermediate Life Support and Advanced Life Support

Rationale and Definition. Even though not within the direct control of the Fire District, advanced life support response time is an important indicator of the system's overall ability to provide definitive care to critically ill or severely injured patients. In situations where the patient's condition cannot be maintained or improved by basic life support, intermediate and advanced life support skills can often bring about improvements in the patient's condition. **The response time of intermediate life support or advanced life support will be defined as the elapsed time from when the dispatcher dispatches an ILS or ALS Unit, until the arrival of the ILS or ALS Unit.**

C. Response Time of Fire Suppression Capabilities

Rational and Definition. Initial fire attack and the ability or having an ability to maintain a sustained fire attack are paramount in our ability to deliver adequate fire protection. Most often, lives are saved and property loss held to a minimum during the first ten to fifteen minutes of the fire or rescue operation. **Response time for fire suppression will be defined as the elapsed time from when the dispatcher dispatches the fire suppression crews, until the arrival of the unit being studied.**

D. Initial Attack Crew Size and Sustained Attack Crew Size

Rational and Definition. Initial attack crew size will be defined as the available personnel that arrive at the scene (volunteer and paid) within the first 10 minutes of the time of initial dispatch. Sustained attack crew size will be defined as the total number of fire personnel utilized on the fire scene.

E. Total Numbers and Rates of Occurrences of Specific Types of Incidents that will measure response capabilities and service demands

Rational and Definition. The ability to evaluate risk-reducing actions lies within the ability to analyze trends and patterns that are developing for specific types of incidents. **The following measures will be used to initially evaluate the level of service provided: 1) Emergency Medical Service Demand, 2) Incidents of Fire, 3) Causes of Fire, 4) Fire Death and Injury Rates, 5) Hazardous Materials Incidents, and 6) Fire Prevention Activities Delivered to the Community.**

F. Emergency Medical Service Demand

Rational and Definition. The Fire District may have little, if any, impact on reducing the number of illnesses or injuries that occur. They can, however, through public first aid accident prevention and awareness, and/or CPR training, improve the abilities of the citizenry to deal with minor injuries or accidents themselves. Experience has shown that Fire District units are sometimes dispatched to situations where care required only simple first aid procedures. It has been informally noted by first aid training providers, such as the American Red Cross, that citizens trained in first aid are less likely to require first aid treatment due to their own increased caution and understanding of the mechanisms of injury. **To measure the overall reduction in emergency medical incidents, the number of patients per 1,000 population will be tracked.**

G. Incidents of Fire

Rational and Definition. Structure fires are most significant and two categories, residential and nonresidential, warrant independent tracking. Fires in residential structures present the obvious burdens of loss of personal belongings, loss of living quarters and severe financial pressures. Furthermore, 87% of all fire deaths nationally, have occurred in residential properties. Fires in nonresidential buildings present similar potential for property and life loss, and the possibility for economic loss to the business and the community due to loss of production time or employment. **To track the incidents of fire, the measure of number of fires in residential and nonresidential structures per 1,000 population will be used.** Population is used as the measurement base since people represent the true potential fire ignition sources.

H. Causes of Fire

Rational and Definition. By tracking the causes of fire, it is often possible to spot trends and take action to reduce their impact. By far, human errors and lack of maintenance are the largest causes of fires. The effectiveness of public education efforts can perhaps best be analyzed by tracking the percentage of fires which are occurring as a result of human errors or lack of maintenance. **Causes of fire will be the primary circumstance or situation that creates the fire or fire situation in accordance with records kept on the NIFRS reporting system.**

I. Fire Death and Injury

Rational and Definition. In addition to tracking the incidents of fire, the impact on human life in fires that do occur is important. The numbers of civilian fire related deaths and injuries reflect on the ability of people to protect their own well being in fire situations. This can be improved through public education directed at making homes and businesses safer so that fires that do occur are less severe. In addition, training people in the use of extinguishers on small fires, emergency exit procedures, and burn prevention, would be effective. **Annual death and injury statistics will be tracked and expressed in total losses and per capita.**