



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject	APPARATUS STAFFING POLICY	Number	4-16
Originating Department	MONTGOMERY COUNTY FIRE AND RESCUE SERVICE	Effective Date	September 27, 2016

MONTGOMERY COUNTY FIRE AND RESCUE SERVICE REGULATION ON:

REPEAL OF EXECUTIVE REGULATION #25-08AM APPARATUS STAFFING POLICY

Issued by: County Executive
Executive Regulation No. 25-08AM
Authority: Code Section 21-1.(a)(2)

Supersedes: *Apparatus Staffing Policy*, Temporary Executive Regulation No. 25-08T
Council Review: Method (2) under Code Section 2A-15
Register Vol. 25, No. 12

Effective Date: September 27, 2016
Comment Deadline: May 31, 2016

SUMMARY: A proposed policy replaces Executive Regulation No. 25-08, Apparatus Staffing Policy. The Fire Chief has determined that an updated MCFRS Policy would be an efficient and effective communication of procedures for operational apparatus staffing policies in the department.

ADDRESS: George Giebel, Montgomery County Fire and Rescue Service, Office of the Fire Chief, 100 Edison Park Drive, 2nd Floor, Gaithersburg, Maryland 20878

BACKGROUND: A proposed Apparatus Staffing Policy would replace Executive Regulation No. 25-08, *Apparatus Staffing Policy* and consolidate four Fire Chief General Orders which have amended and updated the original regulation, dated, 10/13/2009.

[Section 1. Purpose.] The Fire Chief has implemented a new initiative to staff all primary units with four-person staffing, and has issued Fire Chief's General Orders designating certain apparatus to comply with this staffing plan. The Fire Chief intends that this initiative will continue until all primary units have completed the four-person staffing requirement.

For designated four-person units, this staffing level is the minimum level, as recommended in fire and rescue industry standards, including National Fire Protection Association (NFPA) Standard 1500, *Standard on Occupational Safety and Health Program*, and NFPA Standard 1710, *Standard*



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for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments. Implementing this plan is also consistent with provisions in Executive Regulation No. 16-05AM, Integrated Emergency Command

Structure, and Executive Regulation No. 36-08AM, Certification Standards for Training, Experience, and Credentialing Requirements.

This Regulation is being amended to clarify certain policies associated with the Fire Chief's four-person staffing initiative. In addition, it incorporates the updates and changes below.

- Several apparatus titles have been updated or eliminated (ladder truck, extrication units, MICU);
- Certain rank and age eligibility requirements for minimum staffing have been changed;
- Minimum staffing for ALS units has been changed from three to two personnel;
- Minimum and desired staffing for tankers has been established;
- Dispatch requirements have been modified; and
- New definitions have been added.

Section 2. Applicability. This Regulation applies to MCFRS, including the local fire and rescue departments, and all MCFRS fire, rescue, and emergency medical service personnel, both career and volunteer.

Section 3. Definitions.

- AFRA.** Acronym for **Advanced Life Support First Responder Apparatus**, a fire/rescue apparatus (usually an engine or aerial unit) staffed by at least one ALS provider.
- Advanced Life Support (ALS) Provider.** An individual who is Maryland State-licensed and credentialed by the Montgomery County Fire and Rescue Service to provide EMT-P or Cardiac Rescue Technician (CRT or CRT99) level emergency medical service.
- Advanced Life Support (ALS) Unit.** An ambulance that complies with the MCFRS ALS unit inventory requirements and is staffed with at least one ALS Provider and one BLS Provider.



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d. <u>Apparatus.</u> Engines, Aerial Units, Rescue Squads, Brush Trucks, Advanced Life Support (ALS) Units, Basic Life Support (BLS) Units, and Special Units. e. <u>Basic Life Support (BLS) Provider.</u> An individual who is Maryland State-licensed and credentialed by the Montgomery County Fire and Rescue Service to provide EMT-B level emergency medical service. f. <u>Basic Life Support (BLS) Unit.</u> An ambulance that complies with the MCFRS BLS unit inventory requirements and is staffed with at least two BLS Providers. g. <u>Desired Staffing Level.</u> The desired minimum number of qualified personnel to staff a specific apparatus. h. <u>Emergency Incident.</u> Any event requiring the Emergency Communications Center (ECC) to dispatch a fire, rescue, or EMS unit. i. <u>Integrated Emergency Command Structure (IECS).</u> The operational chain of command and rank structure that integrates all fire and rescue services personnel, both career and volunteer, who have met the applicable training, experience, certification, and credentialing requirements. j. <u>IECS-Certified.</u> The status indicating an individual's eligibility to serve at a specific rank level, as noted in the <i>IECS Executive Regulation</i> and the <i>Certification Standards for Training, Experience, and Credentialing Requirements Executive Regulation</i>. k. <u>Minimum Staffing Level.</u> The least number of qualified personnel required to staff specified apparatus. l. <u>Personnel.</u> For the purposes of this Regulation, all active IECS-certified firefighter/rescuer and emergency medical service providers, including volunteers and employees of the local fire and rescue departments and County Merit System employees of the MCFRS. m. <u>Primary Unit.</u> Engines, aerial units, and rescue squads that have been dispatched, or are available to be dispatched to an incident. n. <u>Primary Unit Officer.</u> An individual certified at the rank of Master Firefighter/Rescuer or higher rank, as specified in the <i>Integrated Emergency</i>			



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Command Structure Executive Regulation. However, in extenuating circumstances, as determined by the Fire Chief, a Firefighter/Rescuer III may act as a Primary Unit Officer.

- o. **Understaffed Unit.** Apparatus responding to an incident, whose crew does not meet the minimum required number of IECS-certified personnel; or, apparatus responding to an incident that has IECS-certified personnel on board, but whose crew does not meet the minimum required number of qualified staffing.

Section 4. Policy. It is the policy of the Fire Chief to ensure the efficient delivery of fire, rescue, and emergency medical services on all **emergency incidents** by establishing **staffing levels** of qualified **personnel** for all **apparatus**. Those required **staffing levels** are specified in this Regulation.

- a. **Minimum Staffing Levels.** The **minimum staffing levels** required for the following **apparatus** are:

Engines - three **personnel**
Aerial Units - three **personnel**
Rescue Squads - three **personnel**
Brush Trucks - one person
ALS Units - two **personnel**
BLS Units - two **personnel**
Tankers - one person
Special Units - one person

- 1. To determine whether **minimum staffing levels** have been achieved for a specific **apparatus**, the following standard applies:
 - A. **Personnel** must be at least 17 years of age and **IECS-certified** at the Firefighter/Rescuer II level, to count towards **minimum staffing levels** for Engines, Aerial Units, Rescue Squads, Brush Trucks, and Special Units.
 - B. **Personnel** must be at least 18 years of age and **IECS-certified** as a Maryland EMT-B, to count towards **minimum staffing** on **ALS Units** or **BLS Units**.
 - C. A **primary unit officer** must be included in the **minimum staffing levels** of all



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primary units.

- D. At least one **ALS Provider** and one provider at either the **BLS** or **ALS** level must be included in the **minimum staffing levels** on all **ALS units** and **AFRAs**.
2. **Personnel** who are **IECS-certified** at the Firefighter/Rescuer I level may be used as supplemental staffing on all **apparatus**, but must not count toward **minimum staffing levels**.
3. **Apparatus** responding with less than the **minimum staffing level** must notify the Emergency Communications Center (ECC) that the unit is responding **understaffed** and state the number of qualified **personnel**, including the officer, on the **apparatus**.
 - A. The ECC must dispatch an additional unit to supplement each **understaffed unit**.
 - B. If the additional unit responds with less than the **minimum staffing level**, but with enough qualified personnel to complete the **minimum staffing level** of the original **understaffed unit**, it will not be necessary for ECC to dispatch an additional unit.
4. **ALS Units** and **BLS Units** must not respond if staffed with fewer than two **personnel**.
- b. **Desired Staffing Levels.** When sufficient **personnel** are available, the **desired staffing levels** for **apparatus** are at least:
 - Engines - four **personnel**
 - Aerial Units - four **personnel**
 - Rescue Squads - four **personnel**
 - Brush Trucks - two **personnel**
 - ALS Units** - three **personnel**
 - BLS Units** - three **personnel**
 - Tankers - two **personnel**
 - Special Units- two **personnel**



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- c. If a **primary unit** responds with the assigned four-person staffing, but because of the nature of the incident the staffing is reduced (i.e., **ALS provider**, EMT-B, etc.) to three qualified **personnel**, the **primary unit** will remain in service as a **minimum-staffed** unit, in accordance with this Regulation.
- d. The desired staffing level for **ALS Units** is at least one **ALS Provider** and two **BLS Providers**.

Section 5. Responsibilities.

- a. The Fire Chief must ensure that **minimum staffing levels** are available for all **apparatus**, in accordance with this Regulation.
- b. All MCFRS **personnel** must comply with this Regulation by reporting to the ECC any **apparatus** responding with less than the **minimum staffing level** as "responding understaffed."

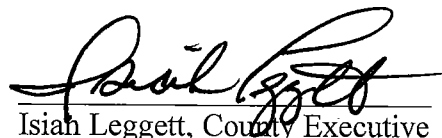
Section 6. Implementation and Enforcement. The Fire Chief is the implementation and enforcement authority for all policies and regulations of the Montgomery County Fire and Rescue Service.

Section 7. Severability. If a court of final appeal holds that any part of this Regulation is invalid, that ruling does not affect the validity of other parts of the Regulation.

Section 8. Effective Date. This Regulation is effective on the date the County Council adopts a resolution approving it.]

Approved as to form and legality:


Silvia C. Kinch
Chief, Division of Human Resources
Office of the County Attorney


Isiah Leggett, County Executive
Aug 2, 2016
Date