

Fauquier County Department of Fire Rescue

OPERATING PROCEDURE

No. 502

Communicating Staffing and Dispatch of Fire Rescue Units

Effective Date: July 1, 2010

Page 1 of 3

Revision Date: February 3, 2023

Forms:

Approved By: Darren L. Stevens, Fire Rescue Chief

Approved By: Tom Marable, President VFRA



PURPOSE

To provide guidelines for the communication of staffed units and stations immediate availability to respond to emergency incidents. To ensure proper dispatching of staffed emergency units/stations in order to provide for the most efficient method of dispatching in the Fire and Rescue System.

SCOPE

This procedure applies to all operational personnel within the Fauquier County Department of Fire, Rescue and Emergency Management and the Fauquier County Volunteer Fire and Rescue Association and its associated departments, and personnel at the Emergency Communications Center.

I. PROCEDURES

A. All stations when sufficiently staffed, in accordance with Fire and Rescue Operating Procedure 109 Minimum Staffing, shall announce their ability to respond to emergency incidents as soon as possible in the following manner:

1. Units that become staffed shall notify Fauquier County Emergency Communications Center on the primary response channel 11-B of the following information:
 - a. Unit Staffed (E1103)
 - b. Duration of Staffing Time Period (18:00 – 06:00)

Example:

Company 13 has appropriate staffing to support Engine 1113 after 1800 until 0600 hours. Unit Officer shall notify ECC on primary dispatch channel 11B that E1113 is staffed until 0600.

Desire to Serve

Ability to Perform

Courage to Act

Communicating the Staffing and Dispatch of Fire Rescue Units		No. 502
Effective Date: July 1, 2010	Revision Date: February 3, 2023	Page 2 of 3

2. All staffed units will be dispatched to the calls in their first due area in accordance with established Fauquier County protocols.
3. If the 1st due unit is committed to a call and a second call is received for that area, the second due company will be dispatched. If the second due company is not staffed, the next closest appropriately staffed unit will be dispatched as well. Additionally, the first due and second due companies will receive a courtesy tone alert (Pagers, First Due, etc.).

Examples:

First Station Call- 1200 hours, Box 1015 for fire alarm at 6628 Fosters Fork Rd Alert Company 10. for Engine 1110.

Second Call - 1201 hours, Box 1030 for Traffic Crash Riley Rd @ Dumfries Rd courtesy tone Company. 10, Engine 1101 requested next due.

Third Call – 1203 hours Box, 1034 for Fire Alarm at 7224 Holly Hill Dr. courtesy tone Company 10, courtesy tone Company 1 and Engine 1119 requested next due.

4. If the battalion chief is committed to a call and another incident is dispatched in his/her first due, the next available battalion chief will be added to the call if the call is of a nature that requires a battalion chief be added.
- B. Stations which are staffed 24 hours by career personnel shall follow the following guidelines when responding on any fire and rescue apparatus:
1. When career personnel elect to take suppression, apparatus based on the dispatched incident type, they shall announce their response appropriately.
 2. Personnel electing to respond with suppression apparatus shall also announce that the EMS unit is unstaffed to prevent further dispatching of the unit in question.

Example:

Engine 1107 responding with 3, Medic 1107 is unstaffed.

Communicating the Staffing and Dispatch of Fire Rescue Units		No. 502
Effective Date: July 1, 2010	Revision Date: February 3, 2023	Page 3 of 3

3. Personnel electing to respond with an EMS unit shall verbalize the primary engine (or wagon) is unstaffed to prevent further dispatching of unit in question, ensuring system response is generated in the timeliest manner.

Example:

Medic 1107 responding, Wagon 1107 is unstaffed.

4. Upon return to quarters units will advise communications that both Fire Suppression and EMS units are staffed.
5. At any time, an additional Fire and Rescue unit becomes available in the system to respond they shall follow guidelines in I. A of this procedure.

Example:

(A Shift Relief personnel relocate from FS4 to FS3) Additional personnel can provide adequate staffing for E1103 and Medic 1103. Unit officer should advise ECC on 11B that Engine 1103 and Medic 1103 are staffed until 0600 hours.

C. Command Officers shall be dispatched:

1. To those calls as identified by EMD protocols. The battalion chief and volunteer chief officers may elect to add-on to calls he/she is not dispatched to automatically. Likewise, he/she may decide not to respond to calls dispatched to when information indicates additional or supervisory personnel are not required.
2. On calls when the battalion chief is dispatched and elects not to respond, he/she WILL advise EOC of the decision not to respond.

- D. In order to maintain appropriate coverage within the county, the battalion chief will exercise the necessary control over transferring tactical units. If the battalion chief is unavailable to manage this, any command staff officer can request relocation of units. The Emergency Communications Center has the latitude to request relocations when a coverage deficiency is noted.