



City of Manassas, Virginia
Fire and Rescue Committee Meeting

AGENDA

Fire and Rescue Committee - Regular Agenda
Second Floor Conference Room
9027 Center Street
Manassas, VA 20110
Thursday, September 21, 2017

1. **Call to Order - 6:00 p.m.**
Chairman Marc T. Aveni
2. **Determination of Quorum**
3. **Approval of Meeting Minutes**
 - 3.1 **Approval of the August 17, 2017 Meeting Minutes**
[Fire and Rescue Committee_Minutes_08172017](#)
4. **Chairperson's Report**
5. **City of Manassas Fire and Rescue Department's Report**
6. **Manassas Volunteer Fire Company's Report**
7. **Greater Manassas Volunteer Rescue Squad's Report**
8. **Unfinished Business**
 - 8.1 **Standing Committee Reports**
 - a. Consolidated Logistics
 - b. Health and Safety - REPORT DUE (Battalion Chief Kevin Franzello)
 - c. Quality Assurance

- d. Training Committee**
 - i. Uniform Rank Structure**
 - ii. NIMS Quarterly Report**
- e. Strategic Plan**
- f. Information Technology Ad Hoc Group**
 - [Standing Committee Agenda Statement](#)
 - [FRC Standing and Sub Committee Listing](#)

8.2 Incident Reporting Update
[Incident Reporting Update](#)

8.3 Fire and Rescue Station 521 Update
[Fire and Rescue Station 521 Update](#)

8.4 Fire and Rescue Committee Annual Report
[Fire and Rescue Committee Annual Report](#)

8.5 Revision to SOP 2.40 Repacking Attack Lines (Fire Apparatus)
[SOP 2.40 Repacking Attack Lines \(Revision\)](#)
[Fire Apparatus Hose and Hose Loads SOP 2.40 \(Revised\)](#)

9. New Business

9.1 Infection Control Update
[Infection Control Update](#)

10. Adjournment

Appendix

Fuel Report (August 2017)
[Appendix Cover Page](#)
[Fuel Report \(August 2017\)](#)



CITY OF MANASSAS FIRE AND RESCUE COMMITTEE

Meeting Minutes August 17, 2017

CALL TO ORDER 6:00pm

ROLL CALL

Present: Councilman Marc T. Aveni (Chairman), Director Dave Burns, Chief Rob Clemons, President Tripp DeRamus, Deputy Chief Todd Lupton, Chief Gary Orndoff, and Chief Nancy Orndoff

Guest Speakers: Battalion Chief Mark P. Nary

Others Present: Melissa Heiderman

Absent: None

DETERMINATION OF QUORUM

Chairman Aveni determined quorum is present.

APPROVAL OF MINUTES

(3.1) DEPUTY CHIEF LUPTON MOVED to approve the minutes of the July 20, 2017 meeting; President DeRamus seconded the motion. Roll Call Vote: AYES – Deputy Chief Lupton, President DeRamus, Director Burns, Chief Clemons, Chief G. Orndoff, and Chief N. Orndoff. **MOTION CARRIED (6/0)**

CHAIRPERSON’S REPORT

Chairman Aveni welcomed everyone to the meeting and wished everyone a safe and happy summer. Council has been on recess all of August. Council has approved a new location for the station and entered into a purchase agreement for land. It will be a busy fall with public input meetings but we are moving ahead.

MANASSAS FIRE AND RESCUE DEPARTMENT’S REPORT

Chief Clemons stated that Mr. Hutton’s funeral today was beautiful and he is saying a prayer for Mrs. Clarke who is in the hospital. ARIS was awarded the contract to do the assessment/feasibility study for the Rescue Station; Purchasing is still working on the final details of the contract. It is expected that their visit to the station take one day, and another three weeks to produce the final report.

Interviews for the Fiscal Specialist position will occur next week. Presidents DeRamus and Rockx will be assisting with interviews. Another year of summer camp is in the books. Students and staff had a great time as always. Chief Clemons thanked everyone for their support and assistance again this year with camp.

In July, crews responded to 336 incidents inside the City with 651 unit responses. Beginning Monday August 21st there will be new shift assignments. A new shift/station assignment list was distributed tonight.

Chief Clemons reviewed the items, so far, that will be on the September 25th Council agenda. He noted that Mr. Pate is no longer allowing time certain items but staff is trying to determine what can be done for the FRC's Annual Report.

APPARATUS MAINTENANCE

Maintenance costs YTD, through July 2017, are \$7,556.

MANASSAS VOLUNTEER FIRE COMPANY'S REPORT

President DeRamus reported that MVFC has 18 people in various stages of the membership process; a little less than 50% are auxiliary and the rest are operational. There was a short discussion of issues still arising when members report to PD for fingerprinting.

Twenty-three units of blood were collected at the 2nd annual Blood Drive and Pancake Breakfast in support of Marie Lesnik. The Community Services trailer has now been wrapped and is being used for recruitment purposes.

The MVFC website is being updated to include all electronic correspondence including member applications. MVFC was once again chosen to be a local charity for Brown's Subaru; funds have been received over the past three years from this program. Thank you Brown's Subaru.

GREATER MANASSAS VOLUNTEER RESCUE SQUAD'S REPORT

Chief Orndoff reported that members staffed 292.83 out of a possible 524 hours last month. There are still some issues with weekend hours; GMVRS is working with career staff to improve those hours. There are 19 applications in process; 4 interviews have been done with fingerprints and 9 scheduled over the next week. There 2 new Juniors in the program. GMVRS is working to improve the Junior program; several members recently went away to college.

A new driver was cut loose today and another should be cut loose in the next week. GMVRS is sponsoring a new EMT class which will run October 16 – February 3 (Monday and Wednesday from 7pm – 10pm, and Sunday 9am – 5pm). The next CPR class is September 1st, and HIPAA will be August 25th and September 15th. There was no Board meeting last night due to the viewing for Mr. Hutton.

UNFINISHED BUSINESS

(8.1) Standing Committees - None

(8.2) Incident Reporting

Deputy Chief Lupton reported that only ten reports are outstanding at this time; the oldest is approximately three weeks old.

(8.3) Fire Station 521 Update

Chief Clemons reported that due diligence is proceeding. The timeframe for construction to be complete is still 2020.

(8.4) Ordinances and Driving Points – Pulled from Agenda

(8.5) Fire and Rescue Committee Annual Report

The draft annual report was reviewed. Melissa will make the requested changes and email to the group. It will be presented to Council at the September 25th meeting. All FRC members are requested to be there, in Class A uniforms, for the presentation.

NEW BUSINESS

(9.1) Adoption of EMS Internship Manual SOP 2.76

Deputy Chief Lupton stated that after last month when the EMS Internship Manual was adopted, staff learned that there was no formal SOP for the program. The SOP being presented tonight is only to formally adopt the approved EMS Internship Manual.

DIRECTOR BURNS MOVED to approve SOP 2.76 Adoption of EMS Internship Manual; Chief N. Orndoff seconded the motion. Roll Call Vote: AYES – Director Burns, Chief N. Orndoff, Chief Clemons, President DeRamus, Deputy Chief Lupton, and Chief G. Orndoff. **MOTION CARRIED (6/0)**

(9.2) SOP 2.40 Repacking Attack Lines (Fire Apparatus) Revision

The revision to this SOP includes the removal of reference to 2” hose and changing it to 2.5”. Tonight is the first time it’s being presented; FRC members should review the revisions and come back ready to vote in September. Comments should be sent to Deputy Chief Lupton before the next meeting.

(9.3) Annual Review and Approval of the Fleet Plan

Deputy Chief Lupton reviewed the current fleet plan and FY18 and FY19 purchases. The fleet plan continues to be funded through the fire levy. It was noted that if the schedule of purchases needs to be changed (ex. Replace an Engine every 10 years instead of the adopted 12 years) it would need to go before Council for a vote. There was a question as to whether or not vehicles purchased with Fire Programs funds should be included in the fleet plan.

CHIEF G. ORNDOFF MOVED to move forward with the fleet plan purchases for FY2019; Chief Clemons seconded the motion. Roll Call Vote: AYES – Chief G. Orndoff, Chief Clemons, Director Burns, President DeRamus, Deputy Chief Lupton, and Chief N. Orndoff. **MOTION CARRIED (6/0)**

CLOSING COMMENTS

The agenda for the September meeting was reviewed. Regarding the minimum driving age discussion from previous meetings, impact statements were received. Deputy Chief Lupton has reached out to Risk Management as well as colleagues in surrounding jurisdictions to see what they are doing.

ADJOURNED: 7:28 PM

Minutes prepared by:

Melissa A. Heiderman, Administrative Coordinator

Abbreviations:
FRC – Fire and Rescue Committee
GMVRS – Greater Manassas Volunteer Rescue Squad
MFRD – Manassas Fire and Rescue Department
MVFC – Manassas Volunteer Fire Company
VDFP – Virginia Department of Fire Programs
PWC – Prince William County
URS – Uniform Rank Structure
OMD – Operational Medical Director

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. _____

MEETING DATE: September 21, 2017

TIME ESTIMATE: 10 minutes

AGENDA ITEM TITLE: Standing Committees – Committee Listing and Monthly Reports

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** Monthly

**SUMMARY OF
ISSUE/TOPIC:** Ordinance #O-2010-14, Section 60-6.e, gives the Fire and Rescue Committee authority to establish standing committees and technical sub-committees. The following have been formed by the FRC, and shall be acknowledged as such:

- Quality Assurance and System Protocol
- Health and Safety
- Training
- Consolidated Logistics
- Strategic Planning
- Information Technology Ad Hoc

ORGANIZATION: Manassas Fire and Rescue Committee

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: **Reports are due from the following committees and/or standing updates:**

- **Health and Safety**

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Councilman Marc T. Aveni, Chairman
[Melissa Heiderman, Administrative Assistant, 703.257.8458]



CITY OF MANASSAS FIRE AND RESCUE COMMITTEE Standing and Sub Committees

Health and Safety

Kevin Franzello, <i>Battalion Chief (Chair)</i>	Manassas Fire and Rescue Department
TO BE DETERMINED	Manassas Fire and Rescue Department
Amos Akers, <i>Master Technician</i>	Manassas Fire and Rescue Department
Ian Pleet, <i>Firefighter</i>	Manassas Volunteer Fire Company
Michael Cox, <i>Lieutenant</i>	Manassas Volunteer Fire Company
Nancy Orndoff, <i>Chief</i>	Greater Manassas Volunteer Rescue Squad
Gabriella Burnette, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad

Quality Assurance and System Protocol

Matt Fox, <i>Lieutenant (Chair)</i>	Manassas Fire and Rescue Department
Eva Rose, <i>Medic/Firefighter</i>	Manassas Fire and Rescue Department
Ben Page, <i>Medic/Firefighter</i>	Manassas Fire and Rescue Department
Valerie Kusterbeck, <i>Medic/Firefighter</i>	Manassas Fire and Rescue Department
Thomas Boyden, <i>Assistant Chief</i>	Greater Manassas Volunteer Rescue Squad
Gabriella Burnette, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad
VACANT	Manassas Volunteer Fire Company
Gary Orndoff, <i>Chief</i>	Manassas Volunteer Fire Company
Dr. Thomas Luckey	Operational Medical Director

Training

Jerry Smith, <i>Battalion Chief (Chair)</i>	Manassas Fire and Rescue Department
David Halman, <i>Captain</i>	Manassas Fire and Rescue Department
Gary Orndoff, <i>Chief</i>	Manassas Volunteer Fire Company
Jason Kendrick, <i>Lieutenant</i>	Manassas Volunteer Fire Company
Thomas Boyden, <i>Assistant Chief</i>	Greater Manassas Volunteer Rescue Squad
Nancy Orndoff, <i>Chief</i>	Greater Manassas Volunteer Rescue Squad

CONSOLIDATED LOGISTICS

Mark Nary, <i>Battalion Chief (Chair)</i>	Manassas Fire and Rescue Department
John Sakavich, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad
AJ Shillingburg, <i>Firefighter</i>	Manassas Volunteer Fire Company

STRATEGIC PLANNING SUB-COMMITTEE

Rob Clemons, <i>Chief (Chair)</i>	Manassas Fire and Rescue Department
Todd Lupton, <i>Deputy Chief</i>	Manassas Fire and Rescue Department
Nancy Orndoff, <i>Chief</i>	Greater Manassas Volunteer Rescue Squad
Pete Rockx, <i>President</i>	Greater Manassas Volunteer Rescue Squad
Gary Orndoff, <i>Chief</i>	Manassas Volunteer Fire Company
Jason Lesnik, <i>President</i>	Manassas Volunteer Fire Company
James Hartnett, <i>Fire Marshal</i>	Manassas Fire and Rescue Department

Recruitment and Retention

Rob Clemons (Chair)	Manassas Fire and Rescue Department
Matt Fox	Manassas Fire and Rescue Department
Cailean Roche	Manassas Fire and Rescue Department
Randy Cusick	Greater Manassas Volunteer Rescue Squad
Leo Carbone	Greater Manassas Volunteer Rescue Squad
Debbie Colby	Manassas Volunteer Fire Company
Mark Failer	Manassas Volunteer Fire Company

Rescue Engine Workgroup (Jul 2015)

David Halman, <i>Captain (Chair)</i>	Manassas Fire and Rescue Department
William "Jerry" Smith, <i>Battalion Chief</i>	Manassas Fire and Rescue Department
Karl Sampson, <i>Master Technician</i>	Manassas Fire and Rescue Department
Donald Brown, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad
Gary Orndoff, <i>Chief</i>	Manassas Volunteer Fire Company

Ambulance Specification Workgroup (Feb 2017)

Todd Lupton, <i>Deputy Chief</i>	Manassas Fire and Rescue Department
Matt Fox, <i>Lieutenant</i>	Manassas Fire and Rescue Department
Cailean Roche, <i>FF/Medic</i>	Manassas Fire and Rescue Department
Thomas Boyden, <i>Assistant Chief</i>	Greater Manassas Volunteer Rescue Squad
Leo Carbone, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad

Engine Specification Workgroup (Feb 2017)

Todd Lupton, <i>Deputy Chief</i>	Manassas Fire and Rescue Department
David Halman, <i>Captain</i>	Manassas Fire and Rescue Department
Joe Rose, <i>Captain</i>	Manassas Fire and Rescue Department
Jamie Jewett, <i>Master Tech</i>	Manassas Fire and Rescue Department
Gary Orndoff, <i>Chief</i>	Manassas Volunteer Fire Company
AJ Shillingburg, <i>Firefighter</i>	Manassas Volunteer Fire Company

Information Technology and Management (Apr 2017)

Mark Nary, <i>Battalion Chief - Chair</i>	Manassas Fire and Rescue Department
Dave Burns, <i>Director</i>	Greater Manassas Volunteer Rescue Squad
Drew McRoberts, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad
Terry Norling, <i>Firefighter</i>	Manassas Volunteer Fire Company
Mark Failer, <i>Firefighter</i>	Manassas Volunteer Fire Company

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. _____

MEETING DATE: September 21, 2017

TIME ESTIMATE: 5 minutes

AGENDA ITEM TITLE: Incident Reporting

DATE THIS ITEM WAS LAST CONSIDERED BY COMMITTEE:	August 17, 2017	September 15, 2016
	July 20, 2017	August 18, 2016
	May 18, 2017	July 21, 2016
	April 20, 2017	June 16, 2016
	March 16, 2017	April 21, 2016
	February 16, 2017	March 17, 2016
	January 19, 2017	February 18, 2016
	December 15, 2016	January 21, 2016
	November 17, 2016	December 17, 2015
	October 20, 2016	

SUMMARY OF ISSUE/TOPIC: There has been an issue with units responding on emergency incidents but not completing incident reports. These reports are legal documents, accounts of what happened at an incident; they are often requested by the citizen/business that was affected.

ORGANIZATION: City of Manassas Fire and Rescue

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS:

DISCUSSION (IF NECESSARY): **Update only**

BUDGET/FISCAL IMPACT:

CONTACT PERSON: Deputy Chief Todd Lupton
(703) 257-8458

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. _____

MEETING DATE: September 21, 2017

TIME ESTIMATE: 10 minutes

AGENDA ITEM TITLE: FS 521 Update

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** Monthly

**SUMMARY OF
ISSUE/TOPIC:** New Fire Station 521 (CIP P-022) is moving forward. City Staff has been working with the architect on land and building design. An advisory group has also been established to help address member inquiries and comments.

ORGANIZATION: Manassas Fire and Rescue Department

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: Chief Clemons was asked to provide an update on the project status to the FRC each month until completion of the project.

A community meeting was held on March 21, 2017 at Round Elementary School.

A community meeting was held on July 19, 2017 at City Hall.

Due diligence began in July 2017.

In September 2017, the Planning Commission approved Comprehensive Plan Amendment #2018-01, which found the proposed Dumfries Road location consistent with the City Comprehensive Plan.

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Chief Rob Clemons
(703) 257-8465

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. _____

MEETING DATE: September 21, 2017

TIME ESTIMATE: 5 minutes

AGENDA ITEM TITLE: FRC Annual Report

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** 2016

**SUMMARY OF
ISSUE/TOPIC:** It is requested that the City of Manassas Fire and Rescue System and the Fire and Rescue Committee provide City Council with a unified annual report in August of each year.

ORGANIZATION: Fire and Rescue Committee

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: The Strategic Plan Work Group, consisting of Fire and Rescue Committee Members, agreed that the annual report would use the Strategic Plan Report Card as a guideline. Any information should be sent to Melissa Heiderman for inclusion in the report.

FINAL REPORT TO BE DISTRIBUTED AT THE MEETING

Vice-Mayor Aveni will present the report to City Council, as the Chair of the FRC, on September 25th. As of today, the presentation is the first item under New Business.

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Chairman Aveni (c/o Melissa Heiderman)
703.257.8458

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. _____

MEETING DATE: September 21, 2017

TIME ESTIMATE: 15 minutes

AGENDA ITEM TITLE: SOP 2.40 Repacking Attack Lines (Fire Apparatus) Revision

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** July 15, 2010

**SUMMARY OF
ISSUE/TOPIC:** A revision to SOP 2.40 will be presented at the FRC meeting for review.

ORGANIZATION:

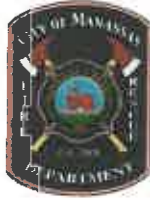
RECOMMENDATION: X **Approve** **Disapprove** **Reviewed** **See Comments**

COMMENTS: The policy, with draft revisions, was distributed at the August 17th meeting for review. Comments should be sent to Deputy Chief Lupton prior to the meeting.

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Deputy Chief Todd E. Lupton
(703) 257-8458



**City of Manassas Fire and Rescue Services
Standard Operating Guideline**

Fire Apparatus Hose & Hose Loads	Presented Date: 05/20/2010 Effective Date: 07/15/2010 Revision Date: 09/21/2017	Page 1 of 7	2.40
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PURPOSE

The purpose of this policy is to provide a uniform method for members of the Manassas Fire and Rescue Services to pack attack lines on fire apparatus within the System.

POLICY

It shall be the policy of the Manassas Fire and Rescue Services to repack attack lines on fire apparatus according to the procedures described in this policy.

DEFINITIONS

Crosslay- a pre-connected hose line that is carried on the apparatus above the pump panel, deployable from both the officer and driver’s side of the apparatus

Shoulder Load- a section of hose line that has a nozzle connected to one end and the other end connected to a dead load

Dead Load- a section of hose line that is connected to shoulder load on one end and the other end connected to the apparatus

LDH- Large Diameter Hose

PROCEDURE

All hose loads that have a covering or strap installed over the hose shall be used to secure the hose.

Any hose load that has a coupling within 10” of the fold shall have the hose folded using the Dutchman method.

All pre-connected hose loads, with the exception of the “Bumper Load,” shall have a short section of hose between the unit connection and the start of the set hose length. This is to provide the opportunity to disconnect the hose from the unit while standing on the ground.

All Engines will carry one (1) 25’ section of 4’ LDH with storz connections and two (2) 25’ sections of 3” hose.

Front Intake, 25' of 5" hose:

1. The hose shall be pre-connected to the front intake.
2. The hose shall be flat laid in the hose tray.

100' (150') of 1¾" hose "Bumper Load":

Pre-connected hose line

Break-Away Fog Nozzle – 175gpm, 75psi. / 15/16" smoothbore

1. The hose shall be placed in the front tray in a flat laid, "Basket Load" style with four ears to lift the hose out of the tray.
2. The hose shall be connected to the front discharge with 6' of excess hose flat laid in the bottom of the tray.
3. The hose shall be loaded with four ears placed to the four corners of the tray with the rear ears extending out 16" and the front ears extending out 16".
4. Remaining hose shall be flat loaded, left to right or right to left, in the tray.
5. The nozzle shall be connected to the hose and laid on the top of the hose, set to a 25-degree fog pattern.
6. The front two ears shall be placed inside of the two rear ears and the two front ears then folded forward.
7. A 50' section of 1¾" hose shall be rolled and laid in the bottom of the tray.

200' crosslays of 1¾" hose:

Pre-connected hose line

Break-Away Fog Nozzle – 175gpm, 75psi. / 15/16" smoothbore

1. The nozzle shall be placed towards the rear of the unit and set to a 25-degree fog pattern, the first wrap of hose will go around the nozzle.
2. All crosslay shoulder loads shall be packed with the hose folds on the nozzle side even with the end of the fold around the nozzle to a total length of 100'. (all folds should be even, no "short-long" folds)
3. All crosslay shoulder loads shall have the first fold of hose that is on the opposite side of the nozzle made into a 16" ear to indicate the nozzle position. All hose folds above the ear will be packed even with the edge of the pump panel.
4. The dead load shall be packed towards the front of the unit in the following manner:
 - No ear (even with the edge of the pump panel)
 - Ear (16")
 - No ear (even with the edge of the pump panel)
 - No ear (even with the edge of the pump panel)
 - Ear (16")
 - Remaining hose to a total length of 100'. (all folds should be even, no "short-long" folds and even with the edge of the pump panel)
5. Crosslay 1 (closest to the cab) shall be packed to deploy off of the officer's side. Crosslay 2 shall be packed to deploy off of the driver's side.

300' of 1¾" hose:

Pre-connected hose line

Break-Away Fog Nozzle – 175gpm, 75psi. / 15/16" smoothbore

1. The shoulder load and dead load shall be loaded at a length of 6' from the rear edge of the hose bed.
2. The shoulder load shall be placed against the inside divider and set to a 25-degree fog pattern.
3. The shoulder load shall be packed with the hose folds of the shoulder load even with the end of the fold around the nozzle and a total length of 150'. (all folds should be even, no "short-long" folds).
4. The dead load shall be loaded towards the outside of the shoulder load and in the following manner:
 - First three folds- No ear (even with the edge of the hose bed)
 - Ear (16")
 - No ear (even with the edge of the hose bed)
 - No ear (even with the edge of the hose bed)
 - Ear (16")
 - Remaining hose to a total length of 100'. (all folds should be even, no "short-long" folds and even with the edge of the hose bed)

250' of 1¾" hose:

Pre-connected hose
Smoothbore Nozzle with 1" tip

1. The shoulder load and dead load shall be loaded at a length of 6' from the rear edge of the hose bed.
2. The shoulder load shall be placed against the inside divider.
3. The shoulder loads shall be packed with the hose folds of the shoulder load even with the end of the fold around the nozzle and a total length of 150'. (all folds should be even, no "short-long" folds).
4. The dead load shall be loaded towards the outside of the shoulder load and in the following manner:
 - No ear (even with the edge of the hose bed)
 - Ear (16")
 - No ear (even with the edge of the hose bed)
 - No ear (even with the edge of the hose bed)
 - Ear (16")
 - Remaining hose to a total length of 100'. (all folds should be even, no "short-long" folds & and even with the edge of the hose bed)

250' of 2½" hose:

Pre-connected hose line
Smoothbore Nozzle with 1¼" tip

1. The shoulder load and dead load shall be loaded at a length of 6' from the rear edge of the hose bed.
2. The shoulder load shall be placed against the inside divider.
3. The shoulder loads shall be packed with the hose folds of the shoulder load even with the end of the fold around the nozzle and a total length of 100". (all folds should be even, no "short-long" folds).
4. The dead load shall be loaded in the following manner:
 - No ear (even with the edge of the hose bed)
 - Ear (16")
 - No ear (even with the edge of the hose bed)
 - No ear (even with the edge of the hose bed)
 - Ear (16")
 - Remaining hose to a total length of 150". (all folds should be even, no "short-long" folds and even with the edge of the hose bed)

400' of 3" hose:

Not pre-connected hose

2½" – 1¾" Gated-Y

1. The hose shall be loaded in two, 200', side by side rows.
2. The hose shall be loaded the entire length of the hose bed.
3. The section loaded away from the inside divider shall have the male coupling laid towards the front of the hose bed (towards the cab) and 200' of hose flat laid on top (all folds should be even, no "short-long" folds and even with the edge of the hose bed).
4. The section loaded against the inside divider, shoulder load, shall have the female coupling laid 10" over the rear edge of the hose bed (away from the cab) and 200' of hose loaded in the following manner:
 - First 6 folds- No ear (even with the edge of the hose bed)
 - Ear (16")
 - No ear (even with the edge of the hose bed)
 - No ear (even with the edge of the hose bed)
 - Ear (16")
 - Remaining hose to a total length of 200' (all folds should be even, no "short-long" folds & even with the edge of the hose bed).
5. Both 200' rows of hose shall then be connected with a double-male coupling and a double female coupling.

1050' of 4" hose:

1. The hose shall be flat laid the entire length of the hose bed.
2. The hose shall be loaded left to right or right to left with a double fold on the left and right sides next to the dividers.
3. All storz connections shall be positioned towards the front of the hose bed (towards the cab).
4. The last section shall be a 50' layout section.
5. The lay out section shall be packed with two folds and shall have three sections approximately 15' wrapped in the layout bag.

50' of 4" hose:

Engines that have an OIC side pump panel hose tray shall have 50' section of 4" LDH in the tray.

1. The hose shall be flat laid the entire length of the hose tray.
2. The hose shall not be pre-connected to an intake or discharge.

200' of 1-3/4" High-Rise hose pack (2-1/2"-1-1/2" reducer):

Smoothbore Nozzle with 15/16" tip

1. The hose shall be repacked inside of the high-rise hose bags, and consist of two 50' sections that are vertically stacked side by side.
2. The first 50' of hose shall be the nozzle section. This shall be placed toward the red end of the high-rise hose bag and loaded in a single stack for the length of the bag's interior. The stack will be completed with the female coupling on top of this section.
3. The second 50' section of hose shall be placed next to the nozzle section. This stack shall begin by placing the 2-1/2" to 1-1/2" reducer to the rear (opposite of the nozzle) and loaded in a single stack for the length of the bag's interior. This stack will be completed when the male coupling is on top of the stack, and connected to the nozzle section's female coupling.
4. The following equipment shall be kept in the exterior pocket located on the high-rise hose bag;
 - 1 folding spanner wrench
 - 1 VISE locking pliers
 - 1 red non-folding spanner wrench

200' of 1-3/4" High-Rise hose pack (Gated Wye):

Smoothbore Nozzle with 15/16" tip

1. The hose shall be repacked inside of the high-rise hose bags, and consist of two 50' sections that are vertically stacked side by side.
2. The first 50' of hose shall be the nozzle section. This shall be placed toward the red end of the high-rise hose bag and loaded in a single stack for the length of the bag's interior. The stack will be completed with the female coupling on top of this section.
3. The second 50' section of hose shall be placed next to the nozzle section. This stack shall begin by placing the Gated Wye to the rear (opposite of the nozzle) and loaded in a single stack for the length of the bag's interior. This stack will be completed when the male coupling is on top of the stack, and connected to the nozzle section's female coupling.
4. The following equipment shall be kept in the exterior pocket located on the high-rise hose bag;
 - 1 folding spanner wrench
 - 1 VISE locking pliers
 - 1 red non-folding spanner wrench

Rear hose bed of the Engine:

<p>300' 1 3/4" Break Away Fog Nozzle 175gpm-75psi 15/16" SB</p>	<p>250' 1 3/4" Smoothbore 1" – 210gpm</p>	<p>1050' 4" Supply Line</p>	<p>400' 3" Gated-Y</p>	<p>250' 2 1/2" Smoothbore 1 1/4" 325gpm</p>
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Rear hose bed of the Rescue-Engine

The Rescue-Engine will not have a 250" 1 3/4" hose line.

<p>300' 1 3/4" Break Away Fog Nozzle 175gpm-75psi 15/16" SB</p>	<p>400' 3" Gated-Y</p>	<p>1050' 4" Supply Line</p>	<p>250' 2 1/2" Smoothbore 1 1/4" 325gpm</p>
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APPROVED BY

Vice Mayor Marc T. Aveni, Fire and Rescue Committee Chairman

Date

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. _____

MEETING DATE: September 21, 2017

TIME ESTIMATE: 15 Minutes

AGENDA ITEM TITLE: Infection Control Document Update

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** September 2016

**SUMMARY OF
ISSUE/TOPIC:** Review of Infection Control Document Yearly Update

ORGANIZATION:

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **See Comments**

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Kevin Franzello, Battalion Chief/Health and Safety



CITY OF MANASSAS
FIRE AND RESCUE COMMITTEE

APPENDIX

Appendix A: Fuel Report (August 2017)

FLEET MANAGEMENT BILLING REPORT
 08/01/2017 to 08/31/2017

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT : 32001 / FIRE & RESCUE										
FC01	2017 TAHOE 4X4 4 DR	55	0.00	80.00	12.92	319.21	767.25	449.88	22.50	1,651.76
FC99	2010 CHARGES	-110	0.00	0.00	119.87	0.00	0.00	0.00	0.00	119.87
FD02	2008 EXPEDITION	593	0.00	140.00	83.90	239.53	698.50	0.00	22.50	1,184.43
FD03	2008 EXPEDITION	371	0.00	140.00	162.42	398.80	371.25	0.00	22.50	1,094.97
FD04	2008 EXPEDITION	89	0.00	140.00	36.06	0.00	0.00	0.00	0.00	176.06
FD05	2010 BNG18TA	0	0.00	80.00	0.00	0.00	0.00	0.00	0.00	80.00
FM1	2013 F150	400	0.00	358.00	70.27	179.07	385.00	0.00	45.00	1,037.34
FM581	2008 EXPLORER	235	0.00	140.00	54.34	0.00	192.50	0.00	22.50	409.34
DEPARTMENT SUBTOTALS :		1,633	0.00	1,078.00	539.78	1,136.61	2,414.50	449.88	135.00	5,753.77

BREAKDOWN OF CHARGES:

EQUIPMENT COUNT :	8	32001	
MILEAGE	0.00	PARTS - WO	1,240.29
MOTOR POOL	0.00	PARTS - INDEP	0.00
BASE	518.00	LABOR	2,414.50
INSURANCE	420.00	SUBLETS	449.88
OTHER	140.00	MISC - PARTS	0.00
REPLACEMENT	0.00	MISC - LABOR	0.00
FUEL	539.78	MISC - SUBLETS	0.00
		MISC - GENERAL	135.00
		RETURNS - PARTS	-103.68
		CREDITS - PARTS	0.00
		CREDITS - LABOR	0.00
		CREDITS - SUBLETS	0.00
		CREDITS - GENERAL	0.00

The City of Manassas
 3500.rpt
 BATCH # : 291

FLEET MANAGEMENT BILLING REPORT
 08/01/2017 to 08/31/2017

PAGE: 27
 DATE: 09/01/2017 06:01

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT : 3020 / FIRE STATION #1										
BAT581	2013 TAHOE K1500	107	0.00	80.00	23.36	0.00	0.00	0.00	0.00	103.36
CHI501	2003 SUBURBAN	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
DEC501	1993 E350	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
ENG501	2013 COMMAND CHASS	226	0.00	60.00	113.89	0.00	0.00	0.00	0.00	173.89
ENG501B	1997 FIRETRUCK	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
FE11	1966 FIRETRUCK	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
FE501	2002 FIRETRUCK	0	0.00	60.00	539.34	0.00	0.00	0.00	0.00	599.34
SE501	2013 TRAILER	0	0.00	80.00	0.00	0.00	0.00	0.00	0.00	80.00
TOW501	2013 COMMAND CHASS	852	0.00	60.00	804.91	0.00	0.00	0.00	0.00	864.91
UTF501	2016 F250 4X4SC	282	0.00	80.00	47.27	0.00	137.50	0.00	22.50	287.27
UTV581	2012 UNK	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
VC501	2015 INTERCEPT UTIL	32	0.00	80.00	0.00	28.85	151.25	0.00	22.50	282.60

FLEET MANAGEMENT BILLING REPORT
 08/01/2017 to 08/31/2017

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT SUBTOTALS :										
		1,499	0.00	800.00	1,528.77	28.85	288.75	0.00	45.00	2,691.37
BREAKDOWN OF CHARGES:										
EQUIPMENT COUNT :	12									
DEPARTMENT :	3020									
	MILEAGE			0.00						28.85
	MOTOR POOL			0.00						0.00
	BASE			0.00						288.75
	INSURANCE			720.00						0.00
	OTHER			80.00						0.00
	REPLACEMENT			0.00						0.00
	FUEL			1,528.77						0.00
	PARTS - WO									0.00
	PARTS - INDEP									0.00
	LABOR									288.75
	SUBLETS									0.00
	MISC - PARTS									0.00
	MISC - LABOR									0.00
	MISC - SUBLETS									0.00
	MISC - GENERAL									45.00
	RETURNS - PARTS									0.00
	CREDITS - PARTS									0.00
	CREDITS - LABOR									0.00
	CREDITS - SUBLETS									0.00
	CREDITS - GENERAL									0.00

FLEET MANAGEMENT BILLING REPORT
 08/01/2017 to 08/31/2017

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT : 3030 / RESCUE SQUAD										
MED501	2015 AMBULANCE	341	0.00	60.00	256.85	0.00	0.00	0.00	0.00	316.85
MED501B	2008 F450	1,810	0.00	60.00	665.81	0.00	0.00	0.00	0.00	725.81
MED501C	2010 F450	158	0.00	60.00	44.12	0.00	0.00	0.00	0.00	104.12
MED501D	2016 F550	48	0.00	60.00	25.14	0.00	0.00	0.00	0.00	85.14
RC501	2014 TAHOE 1500	142	0.00	80.00	26.20	0.00	0.00	0.00	0.00	106.20
RES501	1997 AMBULANCE	1,198	0.00	60.00	599.71	0.00	0.00	0.00	0.00	659.71
UTI581B	2007 F550 4X4	89	0.00	80.00	0.00	16.35	302.50	0.00	22.50	421.35
DEPARTMENT SUBTOTALS :		3,786	0.00	460.00	1,617.83	16.35	302.50	0.00	22.50	2,419.18

BREAKDOWN OF CHARGES:

EQUIPMENT COUNT :	7	3030	
DEPARTMENT :	7	3030	
MILEAGE	0.00	PARTS - WO	16.35
MOTOR POOL	0.00	PARTS - INDEP	0.00
BASE	0.00	LABOR	302.50
INSURANCE	420.00	SUBLETS	0.00
OTHER	40.00		
REPLACEMENT	0.00	MISC - PARTS	0.00
FUEL	1,617.83	MISC - LABOR	0.00
		MISC - SUBLETS	0.00
		MISC - GENERAL	22.50
		RETURNS - PARTS	0.00
		CREDITS - PARTS	0.00
		CREDITS - LABOR	0.00
		CREDITS - SUBLETS	0.00
		CREDITS - GENERAL	0.00