



## Division 10

## Logistics and Supply

### Chapter 11 – Snow Operations

January 2009

#### POLICY

This General Order shall ensure the operational readiness of the Prince George's County Fire/EMS Department in the event of a snow emergency.

- Civilian support personnel
- Fire Inspectors
- Uniformed personnel in non-emergency positions
- Volunteer personnel

#### DEFINITIONS

**DPW&T** – Department of Public Works & Transportation

**SOO** – Snowplow Operations Officer,

Personnel assigned as snowplow operators must successfully complete the Department of Public Works and Transportation (DPW&T) snow removal training or similar training program. A list of qualified snowplow operators will be maintained by the SOO, and updated annually by October 1<sup>st</sup>.

#### PROCEDURES

#### 1. Snow Response Equipment and Resources

Support Services Command shall be responsible for Snowplow Operations. The Support Services Captain, or his/her designee, will perform all associated duties and responsibilities as the Snowplow Operations Officer (SOO). Prior to October 1<sup>st</sup>, each year the SOO will ensure that all plows are in proper working order and have all the needed accessories.

Depending on the severity of the event, the SOO will be assigned to coordinate non-emergency requests for services and emergency response operations for the equipment and resources. The SOO will be in contact with the DPW&T TRIP center. Fire EMS Department plows will be activated at the same time that DPW&T plows are activated. The SOO will also be in contact with the Fire/EMS Operations Center and Combined Public Safety Communications to coordinate the plow efforts. Drivers will be able to maintain contact with the SOO and the Operations Center by phone or radio.

#### 2. Staffing Activation

- The SOO will assign qualified vehicle operators for specific vehicles/assignment prior to a snow event. All efforts will be taken to utilize on-duty, non-emergency response positions or volunteer personnel to staff the snowplow vehicles. The following classifications of employees will be used as snowplow operators:

Once a “**Winter Storm Watch**” has been declared for the Prince George's County area, the assigned designated snowplow operators will be directed to pick up their assigned vehicles and will be given temporary vehicle assignment status of “Take Home.” This will be in effect until the plow services are no longer needed, or as personnel are relieved.



The Snow Plow Operations Officer SOO will maintain keys for all of the plow-equipped vehicles unless currently assigned to a Battalion. Plows assigned to a Battalion will be immediately made available to the SOO for deployment prior to a snow or ice event.

All plows should be picked up from AMD by December 1 and maintained at the base station. These plows will be stored inside and secured as to avoid damage or theft. It will be the responsibility of the station officer to ensure all personnel are familiar with the mounting and dismounting procedures for the plow equipment. It will also be their responsibility to ensure that their personnel are capable of installing and maintaining tire chains for all apparatus in their station.

### 3. Deployment

There will be a two tiered deployment plan based on the projected severity of the impending storm.

For a storm projected to be of minor significance, a level one deployment will be implemented. For a storm of stronger magnitude or extended duration a level 2 deployment will be utilized.

If the event will go beyond 12 hours, the possibility of starting shifts will need to be implemented. If shifts are needed they shall be 8 hour shifts. 8 hours plowing followed by 8 hours rest until 36 total hours are achieved. At the 36 hour mark the employee will be off for 24 hours before being allowed to start the rotation again.

- **Level 1: Up to Four Plow Deployment**

Four of the plow-equipped vehicles will be plowing Fire/EMS Department facilities. The plows will be available for:

Clearing the ramp area of each station which is utilized by emergency apparatus

Clearing fuel sites attached to Fire/EMS facilities and driveways of Fire/EMS office buildings

Certain vehicles will be pre-positioned to cover specific geographical areas. An annual survey of all stations will be conducted to determine if there are other resources available to plow each station. Those Stations indicating that they will be “self-sufficient,” or are normally cleared by the local jurisdictions, will only be plowed by the Fire/EMS Department plows if requested through the Operations Center.

The remaining vehicles will be available to respond on emergency incidents and assist on calls, as needed. These vehicles will be pre-positioned to cover geographical areas by battalions.

The plows will work under the same guidelines as DPW&T plows. Once snow reaches a minimum of two inches, the driver will initiate a “plow route” based on the conditions found, call volume and specific needs. All snowplow operators will monitor Main Dispatch and will be available for emergency scene assistance, if necessary. Non-emergency requests for plow deployment will be facilitated by stations contacting the Operations Center.

Route check sheets will be provided to each plow. All stations will be visited on a regular rotation by the plow, or as needed, based on requests to the SOO or the Operations Center. The conditions found, emergency call



volumes and specific requests may determine the route used by the plows.

Plow operators will use pre-determined “base” locations within their assigned sectors. The “base” locations shall be designated by the SOO during each individual snow or ice event. Plow operators shall use these “base” locations during down time and when switching operators.

The northern and central plow vehicles are assigned to the FSB. The southern plow is assigned to Apparatus Maintenance. Their areas of responsibility are as follows:

- Northern Plow – 1, 7, 9, 10, 11, 12, 13, 14, 28, 30, 31, 41, 44, 49,55
- Central Plow – 5, 8, 17, 18, 19, 20, 22, 33, 37, 38, 39, 43, 46, 48,
- Southern Plow – 21, 23, 24, 25, 26, 27, 29, 32, 36, 40, 42, 47
- AMD Plow – Logistics, FSB, CCF, LGC, AMD, FTA

- **Level 2: Battalion plows**

A level 2 deployment will consist of the level one plows with the addition of the battalion plows being staffed. These plows will be staffed and housed at the base station. They will be available to respond on emergency incidents in their respective battalion or where requested by an incident commander.

The locations of the battalion plows are:

- 1<sup>st</sup>: Station 822
- 2<sup>nd</sup>: Station 819
- 3<sup>rd</sup>: Station 826
- 4<sup>th</sup>: Station 844
- 5<sup>th</sup>: Station 847
- 6<sup>th</sup>: Station 841
- 7<sup>th</sup>: Station 845

- **Salt spreaders**

The central plow is equipped with a salt spreader supplied to the Fire/EMS Department by DPW&T. This truck will treat the ramps and fuel sites only of pre-determined stations, due to the time needed to refill and the limited amount of product carried. The central plow will not treat parking lots or roadways.

There is a Memorandum of Understanding (MOU) between the Fire/EMS Department and DPW&T establishing only two Fire/EMS vehicles permitted to acquire salt from County domes. The first vehicle will be the northern plow. The second vehicle is the southern plow. This MOU also states that the Fire/EMS Department plows will not clear or treat any County or state roadways unless requested by DPW&T All spreaders and plows will be stored at Apparatus Maintenance and maintained by that facility.

- **AMD Plow**

The Apparatus Maintenance Division plow will be a covered truck that can carry extra parts to facilitate roadside repairs.

The SOO shall be responsible to review and update this procedure by October 1<sup>st</sup> of each year.

Alterations and changes to the Snow Operations General Order are permitted to be made by the SOO on an “as needed” basis without notice.

**REFERENCES**

N/A

**FORMS/ATTACHMENTS**

N/A