



## Lake County Fire Chiefs Association

### LAKE COUNTY FIRE CHIEF'S FIRE SAFETY HOUSE GUIDELINES

All members of the Lake County Fire Chief's Association (LCFCA) who pay dues to NIPET (Northern Illinois Public Education Team) are eligible and encouraged to make use of the Fire Safety House Trailer. This valuable teaching tool allows our members to reach thousands of children and adults yearly with no additional costs.

The LCFCA does not provide a tow vehicle for the Fire Safety House. Each agency requesting the use of the house must provide a vehicle that has a tow rating of 3/4 ton and the 2 5/8 inch ball.

Scheduling of the Fire Safety House is available to member organizations through the Wauconda Fire Protection District at 847-526-2821. Member agencies may initially schedule the Fire Safety Trailer in seventy-two (72) hour increments. Additional dates may be reserved if no other member agency reserves the trailer 21 days prior to the date/s requested.

All requesting agencies must have at least one department member attend a training session sponsored by NIPET or have a committee member of NIPET review the trailer and expectations of users prior to the event date.

All agencies must be familiar with the trailer, generator, smoke machine, indoor accessories, ramp, awning and exiting options.

Each agency will be required to use the **provided** "water base" approved smoke for each of their events. The member agencies using the trailer will be invoiced through the Wauconda Fire Protection District for smoke used (Minimum charge 1 gallon). The Fire Safety House will have brochures, handouts and some give a-ways in the trailer for agency use.

At no time is any agency and or member allowed to tape, hang or install anything inside or outside of the trailer without the consent of the LCFCA or NIPET. This includes posters, stickers, photos, etc.

During each event the following duties / responsibilities must be fulfilled by qualified personnel from the member agency. Note: The number of personnel required to assure these duties / responsibilities are met is at the discretion of the host agency:

**Driver-** personnel certified/ trained to drive and back the unit approved by the requesting agency. Person responsible for set up including positioning and verification of polarity, voltage and land-lines for all power of the safety house.

**Control Room Operator-** personnel trained to operate all controls and skilled in the supervision of affected rooms approved the NIPET committee member or trained user. Person responsible for the operation of the smoke machine and its contents as well as the monitoring of all persons inside the fire safety house when in use.

**Outside Technician-** personnel trained to operate all controls outside the Fire Safety House including the awning, T.V., VCR, 911 phone, audio equipment, generator, ramp and any other equipment. Person responsible for the coordination of those participants exiting the Fire Safety House via window ladder, front door or ramp.

**Instructor-** personnel trained to teach fire and life safety classes approved by the NIPET committee or member agency. Person responsible to design, coordinate, and deliver messages in keeping with the mission of the Northern Illinois Public Education Team and the LCFCA.

**Assistants:** personnel trained to assist children during evacuation either through the bedroom window, door or ramp.

The Fire Safety House will be inspected after each use by transferring agency or by a member of the department housing the unit. Any damage or equipment failure during a presentation or event must be reported as soon as possible to a member of the NIPET committee and NIPET Liaison to the LCFCA (Currently Chief Friedl – Gurnee FD). The LCFCA “Check In/Check Out” form must be completed during the time of vehicle transfer. The Check In/ Check Out form will be maintained and updated by the NIPET committee.

The safety of those participating in the Fire Safety House presentation will be the paramount concern of those responsible for the presentation. All safety precautions will be followed to prevent any injury due to the use of the equipment. Any accidents will be reported immediately to a NIPET committee member and the LCFCA liaison.

Date: June 23, 2010

Vote: Ayes: ALL Present by show of hands Nays: 0