



Cayuga County Fire Advisory Board



Best Practices for a Recommended Parade & Event Policy

ADDENDUM

For the safety of our firefighters and community members

Fire Department / Fire District Vehicle Operations during Parades and Events

Purpose:

The purpose of this Suggested Operational Guideline is:

- To establish a common operational guideline for vehicle operations and vehicle use during a parade or like events, regardless of the jurisdictional area.
- To address safety issues and concerns of Fire Department, District, Municipal and Legislative Officials regarding the safest and best practices, and vehicle uses during city, village, town or county parades.
- To ensure that the "best interests" of the Fire Advisory Board, Fire Coordinators Office, Office of Emergency Services, local and County government and municipal agents, Fire Departments, Fire Districts, and the public are considered and maintained.

Scope:

The Cayuga County Fire Advisory Board, in the advisory capacity, does not typically direct or dictate policy or procedures for Fire Department, District, or Municipal officials. However, in situations that present a grave safety concern, it is prudent and necessary to recommend, provide guidance, and suggest adoption of this and similar suggested operational guidelines that will support, protect, and limit liability for all parties involved.

The scope of this suggested guideline is to include all Cayuga County Fire Departments, including the City of Auburn, regularly operating in Cayuga County that attend or participate in Local Municipality or County Parades or like events.

Background:

In past years, there have been numerous incidents that have occurred during parades and events involving Fire, EMS and other public safety vehicles identified and discussed at the Cayuga County Fire Advisory Board open meetings.

Notable events such as: Improper personnel positioning on apparatus both en-route to and during parades, imprudent or improper use of lights and sirens en-route to and during parades, and throwing of candy and/or other items from apparatus that resulted in endangering and/or creating an unsafe and unpredictable response by parade watchers.



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There have been similar issues and actions for many years that have created an unnecessary liability for Fire Departments, Districts, and Municipalities throughout the County and the State.

One of the "Missions" of the Cayuga County Fire Advisory Board is to enhance and ensure collaboration, cooperation, and communication in the Fire Services of Cayuga County, and to ensure Safety to the public.

After much discussion at the Cayuga County Fire Advisory Board open meetings, it was determined by the Board, that a suggested operational guideline be drafted and distributed to all Cayuga County Fire and EMS agencies, District Officials, and Municipal Officials for consideration and adoption.

In addition, the Cayuga County Fire Advisory Board will adopt by resolution, this suggested operational guideline to be utilized in conjunction with and in addition to the Northern Central New York Volunteer Fireman's Association Parade Rules as they are utilized in judging and evaluating Fire Department / Fire Company parade performance.

It is recommended herein that each fire department, fire district and/or municipality (Authority Having Jurisdiction) adopt this or a similar guideline to ensure uniformity across the County.

Apparatus being used in a parade or social event within Cayuga County shall adhere to the following guidelines:

Reporting to the Parade / Event:

- The apparatus operator shall be adequately trained and approved by the Authority Having Jurisdiction to drive and operate the apparatus in all circumstances and operations (driving, responding, pumping, ladder, emergency, etc.).
- In a pre-trip inspection, the apparatus operator shall ensure that all standard lights and functions, emergency lights and warning devices are in working order.
- Any apparatus that is reporting to or en-route to a parade or event shall follow all applicable New York State Vehicle and Traffic Laws, local ordinances, District / Department Operational Guidelines and adopted parade rules of the inviting jurisdiction at all times.
- Any apparatus that is reporting to or en-route to a parade or event shall contact the 911 center by non-emergency telephone to report their assignment to the parade detail, and if the unit will be "out of service" or available for a response.
- Use of the County radio, on any channel for this notification shall be prohibited so that emergency communications and dispatching are not interrupted.



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- Generally, a unit that is committed to a parade or event should be considered out of service and coverage for their home jurisdiction should be arranged. Responding from a parade line creates a gravely dangerous situation.
- The use of any emergency alerting or warning devices (lights, sirens, air horns, horns, or bells) while the apparatus is reporting to or en-route to a parade or event in Cayuga County shall be prohibited.
- Personnel riding on the apparatus that is reporting to or en-route to a parade or event shall be seated and seat belted in approved / appropriate riding position on the apparatus.
- Riding on side boards, tail boards, ladders, or in any inappropriate unseated / unbelted position of the apparatus shall be prohibited.
- The apparatus shall not exceed normal or appropriate occupancy while reporting to or en-route to a parade or event.
- Members riding in appropriate seated and belted positions on the apparatus shall have **ALL** appropriate personal protective equipment with them and in place as deemed appropriate by the officer of the apparatus or the Authority Having Jurisdiction guidelines and policies.

Participating in the Parade / Event:

- The apparatus and operator of the apparatus shall adhere to all applicable parade rules and guidelines provided by the inviting organization / jurisdiction.
- If the inviting organization / jurisdiction does not provide parade rules and guidelines, the apparatus and operator will adhere to this guideline and the Northern Central New York Volunteer Fireman's Association Parade Rules.
- If apparatus on parade is displaying the United States Flag or Company Colors, proper flag etiquette shall be followed at all times.
- The use of any sound emergency alerting or warning devices (sirens, air horns, horns, or bells) while the apparatus is participating in a parade or event in Cayuga County shall be prohibited.
- The use of normal operation running lights (headlight, parking lights) shall be allowable during the parade or event.
- It is recommended that the use of any emergency lights (red, blue, green, orange, yellow lights) be prohibited. If the use of emergency lighting (red, blue, green, orange, yellow lights) is determined by the host authority having jurisdiction to be permissible, great caution shall be exercised.
- Personnel riding on the apparatus that is participating in a parade or event shall be seated and seat belted in approved / appropriate riding position on the apparatus.
- Riding on side boards, tail boards, ladders, or in any inappropriate unseated / unbelted position of the apparatus shall be prohibited.
- Throwing of candy or any object from the apparatus by any occupant of the apparatus shall be strictly prohibited.



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- It is permissible for a member of the department on parade to walk along the side of the crowd and pass out candy or objects to the bystanders, using a hand to hand exchange. The members passing out objects or candy must maintain line of sight with the apparatus operator.
- If members of the apparatus's company are passing out candy or other objects, the apparatus operator must ensure that an adult member of their company is walking beside each tire of the apparatus to ensure that bystanders and children do not move towards or under the apparatus.

Emergency Responses during / from a Parade or Event:

- The Authority Having Jurisdiction, district, town or village and the Chief Officers of the fire department are responsible for any accident or injury that may occur with their apparatus.
- Any apparatus that is participating in a parade or event in Cayuga County shall make every concerted effort to "cover" their local jurisdiction with other department resources or mutual aid.
- If the home jurisdiction cannot function without the parading apparatus, it is not in the best interests of the local Authority Having Jurisdiction to allow the apparatus to be in an out of district / response area parade or like event.
- In the event that it becomes absolutely necessary for the participating apparatus to respond to an emergency incident, extreme caution shall be utilized by the responders.
- Communication and notification to all parading units and officials by radio through the 911 center is essential.
- All emergency lights and warning devices shall be activated, indicating to all involved agencies and bystanders that the response is occurring.
- The apparatus on parade that are not responding or requested to respond shall yield the right-of-way to the apparatus in response, by pulling over to the right of the parade route, only after ensuring that bystanders are clear of that area.
- The responding apparatus operator shall proceed **VERY** slowly, and only when given the right of way by all parading units and bystanders. Extreme caution must be utilized.
- If possible, utilize the public address system at the event or aboard the apparatus to clearly advise the on-lookers and other parading units of the need to respond.
- Due regard for the safety of the public and all other agencies is of utmost priority. If the right of way has not been given, and if it is not completely safe to initiate a response, error on the side of safety and delay the response.



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Returning from a Parade or Event:

- The apparatus operator shall be adequately trained and approved by the Authority Having Jurisdiction to drive and operate the apparatus in all circumstances and operations (driving, responding, pumping, ladder, emergency, etc.).
- Any apparatus that is returning from a parade or event shall follow all applicable New York State Vehicle and Traffic Laws, Local ordinances, and District / Department Operational Guidelines.
- Any apparatus that is returning from a parade or event shall contact the 911 center by non-emergency telephone to report the end of their assignment to the parade detail, and that the unit is "back in service" or available for a response.
- Use of the County radio, on any channel for this notification shall be prohibited so that there is minimal interference with emergency communications and/or dispatching of incidents.
- The use of any emergency alerting or warning devices (lights, sirens, air horns, horns, or bells) while the apparatus is returning from a parade or event in Cayuga County shall be prohibited.
- Personnel riding on the apparatus that is returning from a parade or event shall be seated and seat belted in approved / appropriate riding position on the apparatus.
- Riding on side boards, tail boards, ladders, or in any inappropriate unseated / unbelted position of the apparatus shall be prohibited.
- The apparatus shall not exceed normal or appropriate occupancy while returning from a parade or event.