

June 26, 2020

TO: EACH DEPUTY FIRE CHIEF

FROM: CHIEF DEPUTY DAVID R. RICHARDSON JR.
EMERGENCY OPERATIONS

ASSIGNMENT - REDOUBLING OUR EFFORTS TO KEEP EACH OTHER SAFE - OA-19

As you all are aware, the Department has had a significant uptick in the number of COVID-19 infections among emergency operations personnel over the course of the last week. Of concern is that the overwhelming majority of these cases appear to be directly attributable to the interaction of members within the fire station environment, not the result of contact with patients on EMS response. This could lead one to believe that many of the recommendations relating to physical distance and safety precautions prescribed by the Department have fallen short of the desired effect.

To reinforce the importance of the message being reiterated in OA-19, *Redoubling Our Efforts to Keep Each Other Safe*, I would ask you to personally engage your chain of command to address the concerning increase in COVID-19 cases among Department operations personnel as follows:

Deputy Fire Chiefs / Assistant Fire Chiefs shall:

- In person, discuss with the jurisdictional battalion chiefs the uptick in the number of COVID-19 infections among operations personnel.
- Reiterate the expectation that battalion chiefs model behaviors consistent with those in OA-19 and hold personnel within their chain of command accountable to the same standard.
- Confirm twice daily health screenings of all personnel are still being conducted and documented in the business journal.
- Ensure sent home sick forms are being completed for all operations personnel being sent home sick or who call out sick.

Assistant Fire Chiefs / Battalion Chiefs / Section Chiefs shall:

- Visit every fire station within their division/battalion/section and discuss:
 - The uptick in COVID-19 infections among operations personnel.
 - Reiterate the expectation that all personnel adhere to the behaviors identified in OA-19 and that site supervisors hold personnel accountable to those behaviors.

- Ensure electronic “Sent Home Sick” forms are being completed for all operations personnel being sent home sick or who call out sick.
- Verify that “Keeping Each Other Safe” and “Fire Station Physical Distancing” posters are displayed prominently in each station in a minimum of two locations and more if appropriate.

Station Captains shall:

- Be familiar with the recommendations of “Keeping Each Other Safe” and “Fire Station Physical Distancing” and ensure they and their personnel are adhering to those recommendations.
- Conduct twice daily health screenings of all personnel, documented in the business journal, and ensure symptomatic individuals are sent home sick.
- Complete a “Sent Home Sick” form for any personnel who is sent home or calls out sick due to illness.

All Operations personnel shall:

- Be familiar with and adhere to the guidance outlined in “Keeping Each Other Safe” and “Fire Station Physical Distancing 101.”

Each Deputy Fire Chief shall:

- Provide a confirming email to the Chief Deputy of Emergency Operations that the aforementioned directives have been completed by **Friday, July 10, 2020**.

In addition to these efforts, there will be a regional COVID-19 Safety Stand Down developed by the L.A. Area Fire Chief’s Regional Training Group to further address COVID-19 and the impacts it is having on our personnel.

Please ensure the chain of command engages swiftly on these actions in an effort to stem the tide of rapidly rising infections among our personnel.

DRR:mr