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Office of the Fire Chief

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DIRECTIVE

Date: March 17th 2020

To: Nick Mager, Asst Chief in Charge of Operations
Pat Scoleri, Division Chief of EMS
Sandy Ehmen, Ems Billing/ Clerical Assistant to the Fire Chief
Fulltime Staff of the Fire Dept
Volunteer Staff of the Fire Dept

Cc: Jill Murr, Town Administrator
Town Council and Town Attorney
Jennifer Sandberg, Clerk Treasurer
Police Chief Bill Fisher, Deputy Chief Carl Brittingham

From: Todd Wilkening, Chief of the Fire Department

Subject: Covid-19 Virus



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All Personnel,

With COVID-19 virus Pandemic upon all of us the Cedar Lake Fire Department is implementing the following new Directive. This Directive will be in effect immediately and maintain until March 31st, 2020 at which time we will re-evaluate this process. The purpose of these new procedures is the limit the access of our First Responders to the Public when it is not needed, and establish new response guidelines per County, Hospital and State guidelines. The following are the new Procedures that ALL personnel will adhere too until it is receded:

Until further notice all meetings, trainings and Inspections will be suspended. Access from the public to the Fire Station will not be permitted to nonessential staff. All staff will work normal hours and volunteer staff will respond as requested. All communication through the department will go through email and IAR. The Fire Department has doubled its time and efforts in sanitation procedures of facilities and units. All personnel will remain in house, all extra FD activities engaging the public has been suspended.

The Fire department will follow the new guidelines set forth for handling Respiratory Distress/Potential COVID-19 Patients by the Franciscan Health (Crown Point) Hospital, for prehospital personnel.

We will also follow SouthCom General order for new dispatch guidelines and IDHS COVID-19 Guidelines for EMS and Dispatch Personnel.

All Staff will continue to respond to all TRUE EMERGENCIES, nonemergencies will be addressed by a Supervisor before a response will take place.

All personnel will continue practice precautionary measures to limit exposure.

Chief Todd Wilkening