

## Documentation of Westwood Fire Station One - Programmatic Needs

*Prepared by FS1 Steering Committee*

Area/Room	Description of Use	Status	Current Usage	Additional Comments
<b>Apparatus Bays</b>				
Apparatus Bay	Front line apparatus	Best Practice	4 bays - C3, Ladder 1, Engine 5, Ambulance 1, Ambulance 2, boat, gear storage	Need to put first responding vehicles with direct access to High Street. Desire from the FD to move the Squad truck from FS2 to FS1 for optimal response time
Auxiliary Bays	Storage for smaller vehicles	Best Practice	3 Auxiliary Bays at the back of the station. Reserve engine, reserve ambulance, kabota, mechanic tool storage	Engine 5, Engine 2 and both ladders do not fit inside the lower level. Some apparatus is currently stored outside that should be brought inside
<b>Decontamination</b>				
Gross Decontamination	Gear, personal, equipment decontamination	Required	None - Held on the apparatus floor	NFPA 1585 (Standard for Exposure and Contamination Control and NFPA 1851 (Selection, Care and Maintenance of Protective Ensembles) focusing on reducing carcinogen exposure through preliminary on scene reduction (gross decon), advanced cleaning, and proper station hygiene.
Decon Wash/Dry	Gear and equipment decontamination	Required	Held on the apparatus floor (lower level)	Desire for a second decon extractor to aid in the speed of returning to readiness
Shower		Required	No shower in decon areas	Shower needed as initial decon before entering living/admin space
<b>Maintenance</b>				
Maintenance Bay	Preventative and ongoing apparatus maintenance	Best Practice	Uses one of the auxiliary bays. Fortified pad installed outside for work on equipment that does not fit inside	Requires a height large enough to lift large apparatus
Maintenance Workshop and Tool Storage	Required storage to operate maintenance bay	Best Practice	Uses one of the auxiliary bays as well as the areas in the back of the lower level that have the support beams	Desire for space for mechanic to do admin work
<b>Operations</b>				
Hose Storage		Best Practice	Held on the apparatus floor, dried in the hose tower	
Watchroom	Fire alarm station, observation	Best Practice		
Turn Out Gear Lockers	Turnout gear and equipment storage	Required	Held on the apparatus floor	
SCBA Fill and Storage	Store air tanks and air compressor	Required	Held on the apparatus floor	Ideally in a separate room for air purity standards
Exterior Operations	Plow, Shovels, etc	Best Practice		
General Supply Storage				
<b>EMS</b>				
EMS/Medical Grab n Go	Storage of medical equipment and medication to store on the ambulance	Required	Located in the hallway of the lower level	New legislation pending requiring additional secure storage - could result in need for larger space
EMS/Medical Bulk	Storage of medical equipment and medication to store on the ambulance	Required	Located in the hallway of the lower level	New legislation pending requiring additional secure storage - could result in need for larger space
Triage Room	Medical triage/treatment	Best Practice	Individuals coming to the treatment at the station for medical treatment are treated in the watchroom	Public regularly stop at the station for medical treatment e.g. someone enroute to the hospital realizes they can't make it and stops in for treatment
<b>Training</b>				
Exterior Fire Training Space		Best Practice	Performed outside behind the building	Ongoing training including pulling hose lines off the truck, pump operations, car extrication, how to pump with 2 engines, laddering the building, etc.
Interior Fire Training Space	forcible entry prop, entanglement prop, confined space prop	Best Practice	currently wedged between ambulances and brush truck	Need to keep apparatus floor as clear as possible
Training Stairs				

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Training Room	dedicated meeting space to accommodate all members for medical rounds, will be used daily for other training as needed	Best Practice	Uses Library meeting room or Police Station.	It is impractical to bring engines to offsite location and leave them running/regular training involves equipment (cardiac dummy, misc) and if training interrupted due to emergency, have to be left at training site until they can be retrieved later
AV and Equipment Storage		Best Practice	N/A	
Wellness Room/Strength Training	Gym	Best Practice	In the basement connected to the auxiliary bays	In addition to overall health (physical and mental) part of overall training. The current gym is not used as frequently as needed due to current distance from apparatus - impact to response time
Study Area for Ongoing EMS Training Requirements		Best Practice	Currently using dining table, watch room, etc.	

Offices/Admin				
Chief's Office		Best Practice	Main Level	Meeting space/Confidential Conversations
Assistant Chief's Office		Best Practice	Lower level	Confidential Conversations
Office Manager Workspace		Best Practice	Main Level	
EMS Coordinator Workspace		Best Practice	Lower level shared with Fire Prevention	HIPPA/privacy considerations
Fire Prevention Officer Workspace		Best Practice	Lower level shared with EMS Coordinator	
Company Officer Workspace		Best Practice	Uses the watchroom or Car 3 (confidential conversations)	Confidential Conversations
Lieutenant Workspace		Nice to Have	Uses the watchroom	
Paramedic Report Writing Space		Nice to Have	Uses the watchroom	HIPPA/privacy considerations
Admin Storage and Equipment	Copier, printer, paper, etc	Best Practice	Copier and supplies kept outside Office Manager	
Bathroom			Two outside Office Manager	
Conference Room			None, use the Chief's office, the Dining Room, or the Watchroom	

Living Space				
Day Room	Living Space	Best Practice		
Kitchen/Dining		Best Practice		
Dorm Rooms		Best Practice	Accommodations for Deputy Chief, Lieutenant and four (4) firefighters. Lieutenant needs to walk through Deputy Chief dorm to get to their dorm, Triple room and one single (dedicated for female officer)	Desire for additional future staffing and room for weather events (snow, heat waves, high winds, high profile events/risk, etc.)
Bathroom Shower		Required	Two	NFPA standards and firefighter cancer prevention guidance recommend that firefighters should shower as soon as possible after a fire event - ideally within one hour of exposure - to reduce contamination from carcinogens
Corridor	Contains personal lockers	Best Practice	Insufficient number of lockers - using totes, etc. to supplement	Best practice is to keep lockers on the outside of dorm rooms. Makes shift transition easier
Nursing Room	Nursing room/private room with sink	Required	No space available	State law requires private, non-bathroom space with sink
Laundry Space	Domestic Laundry	Best Practice	Off the apparatus bay	
General Storage	Storage for kitchen equipment, toilet paper, cleaning equipment, etc			

General Storage				
Records Storage	File and records storage	Required	Held in a trailer behind the building	
Utility Closet	Mop, sink, cleaning supplies	Best Practice	Materials kept in the auxiliary bay area	Safety concern cluttering the auxiliary bays

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Honor Guard Storage	Materials for FD Honor Guard (tools, bell, flag, etc)	Nice to Have		

**Parking**

Building Infrastructure	<i>Most infrastructure is driven by code and the site/size of the building</i>			
Water Entry/Sprinkler Room				
Elevator Equipment Room				
inet				
Mechanical Room				
Emergency Electrical				
Electrical				
MDF Server				

Multi Floor				
Stairs	If more than one floor			
Training Stairs	Also secondary egress			
Elevator	If more than one floor			
Fire Pole				
Bathrooms	Determined by building layout			
Lobbys	Determined by building layout			
Vestibules for staff annd public entrance	Determined by building layout			
Corridors	Determined by building layout			