

MEDFORD FIRE DEPARTMENT HIGH RISE PLAN

LOBBY CONTROL

Responsibilities

- Control Elevators, HVAC, and vertical access through stairwells
- Coordinate with building engineer
- Monitor / utilize fire control room
- Coordinate with Base and Stairwell

Information you need

- Who is your Supervisor – IC or Logs?
- What stairwell are occupants using?
- What stairwell is ATTACK Using?
- What stairwell will Stairwell Support use?
- Is the HVAC is affecting operations (good or bad)?

Radio Frequency

- Request a separate tactical frequency for Logistics
- Monitor the tactical frequency

Obtain

- Pre-Incident Plan
- The Lobby Kit from 8153
- A second portable radio
- Keys for entire building
- Building Engineer / Maintenance

Consider

- Finding an area in the lobby that can house occupants safely – Preferably a separate room
- How you will deal with occupants in the attack stairwell
- How you will utilize the elevator if Command authorizes.
- Establishing a Medical Station for occupants

ACTIONS

- **Wear your Vest**
- **Direct Fire Crews to the appropriate stairwell**
- **Assist Occupants to a safe area**
- **Recall Elevators to the Lobby**
 - Maintain control even if authorized for transport
- **Control HVAC**
 - Shut it down unless you are positive it is helping
- **Gather keys to building**
 - Coordinate with Ops for access throughout building
- **Label key areas in the Lobby.**
 - Stairwells (and route of travel to the stairwell)
 - Fire Control Room
 - Area of Occupant Refuge
 - Temporary Staging area for Equipment
- **Access Fire Control Room / Area**
 - Communications?
 - Control of building utilities?
 - Control of elevator?
 - More detailed building plans?
- **Gather information from the Building Engineer / staff**
 - Information about fire or occupants
 - Current problems with building-pertinent to situation
 - Building plans
 - Potential for collapse?