

CITY OF SPOKANE ADMINISTRATIVE POLICY AND PROCEDURE	ADMIN 1100-07-01 LGL 2007-27
TITLE: USE OF TRAFFIC SIGNAL PREEMPTION FOR EMERGENCY VEHICLES EFFECTIVE DATE: September 1, 2007 REVISION DATE: N/A	

1.0 GENERAL

1.1 The City's traffic signal system is computerized. The signals can be preempted by use of special equipment in the case of emergencies. Local fire agencies have requested permission to install receivers on the signals to aid them in their response using City streets to medical and fire incidents.

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2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to all City divisions and departments. It applies to all authorized local fire agencies that have received permission to install preemption receivers on City traffic signals.

3.0 REFERENCES

None

4.0 DEFINITIONS

None

5.0 POLICY

- 5.1 Authorized fire emergency responders shall comply with the City's Emergency Traffic Signal Preemption while within the city limits of the City of Spokane.

6.0 PROCEDURE

- 6.1 Local fire agencies desiring preemption access to the City's traffic signals shall make written application to the City's Street Department Director.
- 6.2 If approved, the Street Department shall determine the appropriate charge for the access, including equipment purchase and installation charges, if applicable. The fire agencies shall be responsible for any costs to purchase and install emitters on their vehicles.
- 6.3 The City and the approved agency shall execute a traffic signal preemption agreement setting forth the terms and conditions of the access.
- 6.4 All Emitter units shall be coded when installed. Recoding outside of class is not allowed. The following are the agreed upon codes for the Regional Fire Responders:

SPOKANE COUNTY PREEMPTION VEHICLE ID CODES

<i>AGENCY</i>	<i>CLASS</i>	<i>CODE</i>	<i>RANGE</i>
Spokane Valley Fire Dist. 1	1	001	to 999
Spokane County Fire Dist 2/ Fairfield	2	000	to 099
Spokane County Fire Dist 3/ Spokane	3	000	to 099
Spokane County Fire Dist 4/ Deer Park	4	000	to 099
Spokane County Fire Dist 5/ Four Mound	5	000	to 099
Spokane County Fire Dist 8/ Valleyford	8	000	to 099
Spokane County Fire Dist 9/ Mead	9	000	to 999
Spokane County Fire Dist 10/ Airway Heights	5	100	to 199
Spokane County Fire Dist 11/ Rockford	5	200	to 299
Spokane County Fire Dist 12/ Latah-Waverly	5	300	to 399
Spokane County Fire Dist 13/ Newman Lake	5	400	to 499
Airway Heights Fire Dept.	8	100	to 199
Cheney Fire Dept.	8	200	to 299
Fairfield Fire Dept.	8	300	to 399
Medical Lake Fire Dept.	8	400	to 499
Millwood Fire Dept.	8	500	to 599
Spangle Fire Dept.	8	600	to 699
Spokane Fire Dept.	6	000	to 999

6.5 User Responsibilities.

6.5.1 Use of emergency traffic preemption is prohibited during non-emergency responses.

6.5.2 Fire emergency responders use of emergency traffic signal preemption shall only be when responding to emergencies (code responses).

6.5.3 Do not assume the signal will turn green even with the confirmation light on; sometimes a pedestrian walk signal or other circumstances will delay the green.

6.5.4 Provide prompt feedback of system problems / issues with the emergency traffic signal preemption operations to the Street Department when appropriate.

6.5.5 Do not use emergency traffic signal preemption for traffic control at an intersection.

6.5.6 Report all emergency response intersection collisions occurring at City of Spokane emergency traffic signal preemption equipped intersections to the Street Department for tracking.

6.5.7 The vehicle's driver remains responsible for the safe operations of the emergency vehicle with due regard for the safety of all persons.

6.5.8 Emergency traffic signal preemption shall only be used when other visual and audible alerts are being used.

6.5.9 Emergency traffic signal preemption emitter installation shall include an automatic disable switch when the vehicle is placed in park, parking brake is set, or the door is opened. It must be manually reset before it can be used again.

6.5.10 All emitters shall be compatible with 3M Opticom Discriminators and be able to transmit a valid identification number.

6.5.11 Emergency traffic signal preemption installation shall include an emitter switch separate from the emergency lights, so the emergency traffic signal preemption can be activated independent of the lights.

6.6 The Street Department will perform periodic system checks (at least annually) to verify the emergency traffic signal preemption system is

operating properly. The Street Department will promptly communicate the completion of any repairs, annual tests and out of service emergency traffic signal preemption equipment to the fire agency.

6.7 The fire agency shall provide training to its personnel regarding traffic signal pre-emption use and the requirements of this policy. A copy of this policy shall be provided to all vehicle drivers.

6.8 Violations of Policy.

6.8.1 If a violation of this policy is suspected or reported to the Street Department, the following procedures will be followed:

- a. The Street Department shall send a certified letter identifying the time, date, location, and vehicle identification number regarding the alleged incident to the fire agency.
- b. The fire agency shall have fifteen (15) calendar days from receipt of the letter to respond in writing acknowledging its will investigate the alleged incident.
- c. The fire agency shall have thirty (30) calendar days to respond in writing whether its own internal investigation found a violation and corrective action taken to assure the violation doesn't reoccur.
- d. If the fire agency does not respond within fifteen (15) calendar days, the Street Department shall send a certified letter to the fire agency notifying it of a specific date that all its vehicles shall be restricted from use of the emergency traffic signal preemption system. Once the violation has been corrected to the satisfaction of the Street Department, the use of the emergency traffic signal preemption system will be reinstated.
- e. In the event the fire agency fails to respond to notices of violation, follow-up notices, or has ten (10) or more violations per year, the Street Department reserves the right to restrict the fire agency's use of the emergency traffic signal preemption system with written notice.
- f. Appeals from the Street Department's determination shall be made to the Division Director of Public Works & Utilities, whose decision shall be final.


7.0 RESPONSIBILITIES

The Street Department shall administer this policy.

8.0 APPENDICES

None

APPROVED BY:



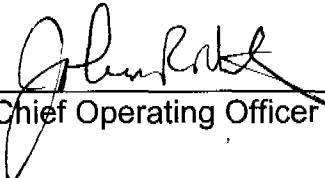
City Attorney (Asst)



Director (Street Department)

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Director - Public Works & Utilities



Chief Operating Officer

8-17-07

Date