



## WADING RIVER FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

### *4.2 Chief's Vehicle Policy*

#### **OBJECTIVE:**

The Board of Fire Commissioners of the Wading River Fire District have provided the Chief with an emergency vehicle to respond to fires and other emergency calls and to have the necessary emergency equipment in proper working order readily available to him or her when responding. In order to control and monitor the use of the District's property, the Board of Commissioners has adopted the following rules and regulations relative to the use of the chief's vehicle.

#### **POLICY:**

- a) The Chief's vehicle shall be driven only by the Chief and other such members of the Wading River Fire Department as authorized by the Board of Fire Commissioners. Only the members of the department who have a valid New York state driver's license may be authorized to drive the chief's vehicle. Family members are not permitted to drive the Chief's vehicle.
- b) Non-members of the Wading River Fire Department may ride in the chief's vehicle during non-emergency conditions. During emergency responses, only Fire Department members or authorized personnel may ride in the chief's vehicle.
- c) If at any time the chief has non-firematic personnel in his/her vehicle the chief will proceed, not respond (lights and siren) to an emergency. The chief will obey all New York State Vehicle and Traffic Laws.
- d) If the chief is away from the district for an extended period of time (more than 72 hours), and with the consent of the Board of Commissioners, the vehicle will remain parked/secured at HQ on Fire District property
- e) The Chief's vehicle is to be used primarily to transport the chief or other personnel to alarms, parades drills, training sessions, inspections, funeral details or other activities as may be approved by the Board of Fire Commissioners.
- f) The Chief's vehicle is to be used primarily in the Fire District or when needed to leave the District pursuant to paragraph (D), in areas other than the district.
- g) The Chief's vehicle may be used by authorized personnel for transportation to and from employment within Suffolk County, NY.
- h) The chief's vehicle is to be used by the chief only within Suffolk County or when needed to respond to mutual aid calls or drills. Any other area of travel will be pre-approve

- i) The Chief's vehicle may not be used by any authorized personnel while engaged in any commercial activity (i.e., by salesman, contractors, etc.) whether within or without the Fire District.
- j) The primary user of the Chief's vehicle shall be responsible for the physical appearance of the assigned vehicle. The vehicle shall be regularly scheduled for service checks in compliance with the suggested maintenance requirements of the manufacturer.
- k) The district shall bear the expense of the maintenance repairs, cost of registration and inspections.
- l) The primary user of the vehicle shall keep an accurate account of the service history. Said account shall be in the form of a service log.
- m) Any damage or incident involving said vehicle must be documented to the Board of Fire Commissioners within 24 hours.
- n) Seat belts are required for all passengers and Chief at all times in the vehicle.
- o) No political or commercial signs shall be displayed on the vehicle.
- p) Any Chief on any kind of medical leave will return his/her vehicle to the possession of the Board of Fire Commissioners, immediately.
- q) Any user of the chief's vehicle shall at all times fully comply with all New York State emergency and non-emergency driving laws and regulations including all those contained in the Vehicle and Traffic, and Penal Laws of the State of New York.
- r) Any user of the Chief's vehicle shall at all times be cognizant of the fact that they are identifiable as a member of the Wading River Fire Department and the driver of a vehicle belonging to the Wading River Fire District.
- s) A violation of any of the rules and regulations as set out above may result in the loss of the privilege to use or operate the Chief's vehicle. A violation of the rules and regulations once brought to the attention of the Board of Commissioners shall be acted upon by them within 30 days of notification and may result in the loss of the privilege to operate the chief's vehicle by the person who violated the rule and/or regulation. If at least three of the Commissioners deem it appropriate, the privilege of operating the Chief's vehicle may be suspended immediately until such time as the full Board of Fire Commissioners can take appropriate action.
- t) Annually, each Chief will sign an affirmation and compliance form of the Fire District's Chief's Vehicle Usage Policy to be kept on file.

#### RELATED POLICIES

- 1.2 Whistle Blower Policy
- 1.12 Disciplinary Procedure Policy
- 4.4 Seatbelt Policy
- 4.5 Driver's License Policy

Adopted by the Wading River Fire District Board of Fire Commissioners on Monday, 11/14/2022 .

Kevin McQueeney, Chairman  
Joe Moreno, Vice Chairman  
Timothy Deveny, Commissioner  
Matt Wallace, Commissioner