



**CALVERT COUNTY GOVERNMENT
GUIDELINE/POLICY/PROCEDURE**

TITLE:	2.6-Inclement Weather		
ISSUED BY:	Department of Public Safety/Career EMS		
RESPONSIBLE STAFF:	Division Chief Barry Contee		
ISSUE DATE:	12/11/2019	REVISION DATE:	
PURPOSE:	To establish the policy and expectations for employees when severe, inclement weather is forecasted.		
APPLICABLE TO:	All Field Clinicians		
ATTACHMENTS:			

<input type="checkbox"/> GUIDELINE	<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PROCEDURE
---	---	---

This document needs to be reviewed/updated:

<input type="checkbox"/> Annually <input type="checkbox"/> (Fiscal Year) <input type="checkbox"/> (Calendar Year)	<input type="checkbox"/> Other Interval:	
	<input checked="" type="checkbox"/> As needed	Flag for review on:

I. Purpose

To establish the policy and expectations for employees when inclement weather is occurring or forecasted to occur.

II. Definitions

Essential Employee- Employees deemed by the Department Head as employees required to report for work or remain on duty when the county Government is closed during normal business hours

III. Policy

All Field Clinicians are considered Essential Employees. In the event the County Government closes due to weather, employees are expected to report to their scheduled shifts.

IV. Procedure

- a.** All weather-related guidance and recommendations will be issued by the appropriate Division Head or the Emergency Operations Center (EOC) on a case by case basis. These recommendations will be relayed to the Division Chief and to the Shift Supervisors.
- b.** Employees will be notified if the County Government closes due to weather.
- c.** Shift Supervisors will contact employees currently on shift
 - i.** Supervisors will inform the employees of the current/forecasted weather
 - ii.** Supervisors will review safety guidelines (i.e. adjusting speed of response, responding with an engine company, not driving through standing water, etc.)
- d.** Shift Supervisors will contact employees scheduled to come in on the next shift and inform them of current weather alerts and precautions.
- e.** In the event of inclement weather, employees will be expected to make plans to arrive at work safely and as soon as possible. It is understood that travel time may be extended due to hazardous conditions.

It is the responsibility of the Field Clinicians to keep Shift Supervisors up to date on road conditions, visibility, and any hazards they may encounter. Communication between the Field Clinicians and Shift Supervisor will allow guidance and recommendations to be modified as needed during the event to allow for maximum safety for all employees.