



LOGANVILLE FIRE DEPARTMENT

Fire Marshal Jason Cain

4303 Lawrenceville Rd.

Loganville, Ga. 30052

Tel:(770)-554-9693

To: The City of Loganville City Council

Reference: Residential Board and Care @ 145 Jacobs Lane Loganville GA 30052

I have included the Fire Marshal's Office recommendations, concerns, stipulations, and a copy of the State of Georgia Rules and Regulations that pertain to this office if we have the need to inspect.

My recommendation is to deny this based on the following concerns, or until the city has established a clear ordinance that establishes the safety of the residents and our first responders. At least in these types of occupancies.

Codes for Residential Board and Care: While it is not under the purview of the Fire Marshal to inspect a residential type property, this property if so approved will fall under the NFPA 101 Life Safety Code 2024, International Fire Code 2024, International Building Code 2024, when it reaches a certain occupant load.

Concerns with the following:

1. The location of the residents that will be staying in the home will be in the basement with one exterior exit at ground level. Without having to climb stairs to get out.
2. Will the residents have the mental capacity to know if the basement exit is blocked to go up the stairs to get out.
3. In this office's experience these type of locations start out with the state maximum occupants, in this case is four (4). We have no way of knowing if the occupants allow more than the allowed 4 residents, unless an inspection is done.
4. If there is a fire at this location without an inspection or pre plan the fire crews may not know how many residents are in the structure. Which causes a delay in the rescue of the victims and or can cause our first responders to become trapped looking for them. Or even worse injured or killed.

Stipulation's:

1. If the State of Georgia requires a fire inspection to be done, it will be conducted by the City of Loganville Fire Marshals Office. They will need to contact us to have it done.
2. No more than four (4) Residents at one time, which is allowed by the state of Georgia.
3. The residence shall have not less than one (1) 10lb ABC fire extinguisher in an easily accessible location. That is serviced and maintained yearly by a certified fire extinguisher company. The occupant installs an exit sign above the door with a dedicated circuit to the electrical panel. And with a 90 min back up battery incase the power goes out.
4. The occupant installs the necessary number of emergency lights with a 90 min back up battery incase the power goes out.
5. Each resident sleeping rooms shall have a working hardwired smoke alarm properly installed. And kept maintained Each resident sleeping rooms shall have a working hardwired carbon



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monoxide detector, if the residence is fueled by natural gas or propane. With any appliance that is operated by the same.

6. Prior to starting this Residential Board and Care the occupant shall submit a Life Safety plan that includes the following.
 1. Escape plan with travel distance measurements
 2. Locations of all Fire Extinguishers
 3. Location of all Emergency Light(s)
 4. Location of Exit/Exit Combo Light(s)
7. This fire Marshal's Office shall have the authority to inspect personnel training files.
8. The occupant shall follow rule 290-9-.08 of the minimum floor plan Requirements of the Rules and Regulations of the State of Georgia. And shall submit plans for review to confirm all of the below information, and the Americans with Disability Act 2010 is followed.
 - (1) A residence shall be constructed, arranged, and maintained so as to provide adequately for the health, safety, access, and well-being of the resident.
 - (2) A Community Living Arrangement shall provide for common living space and private sleeping areas.
 - (a) The living and sleeping areas for a given resident shall be within the same building.
 - (b) Windows used for ventilation to the outside and exterior doors used for ventilation shall be screened and in good repair.
 - (c) Supportive devices shall be installed as necessary to enable residents to achieve a greater degree of mobility and safety from falling.
 - (3) All residences shall provide an area for use by residents and visitors that affords privacy.
 - (4) There must be common space, such as living and dining rooms, for use by the residents without restriction.
 - (5) Common areas of the residence must be large enough to accommodate all residents without crowding. The areas must be comfortably furnished.
 - (6) The residence shall provide a means of locked storage for the valuables or personal belongings of any resident, upon request.
 - (7) A residence shall provide laundering facilities on the premises for resident's personal laundry.
 - (8) The following minimum standards for bedrooms must be met:
 - (a) Bedrooms shall have sufficient space to accommodate without crowding the resident, the resident's belongings, and the minimum furniture of bed, dresser, and closet;
 - (b) There shall be no more than one resident per bedroom unless adequate bedroom space is available for two residents to accommodate without crowding the residents, their belongings, and their beds, dressers, and closets;
 - (c) Each bedroom shall have at least one window;
 - (d) Bedrooms for residents shall be separated from halls, corridors and other rooms by floor to ceiling walls. Hallways shall not be used for sleeping;



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- (e) The floor plan shall be such that no person other than the occupant of that bedroom shall pass through a bedroom in order to reach another room;
- (f) Bedrooms occupied by residents shall have doors that can be closed. For bedrooms that have locks on doors, both the occupant and staff must be provided with keys to ensure easy entry. Double-cylinder locks (locks requiring a key on both sides) may not be used on the bedroom of a resident;
- (g) A room shall not be used as a bedroom where more than one-half the room height is below ground level. Bedrooms which are partially below ground level shall have adequate natural light and ventilation and be provided with two useful means of egress; and
- (h) When a resident is discharged, the room and its contents shall be thoroughly cleaned.
- (9) The following minimum standards apply to bathroom facilities:
 - (a) At least one functional toilet, lavatory, and bathing or showering facility shall be provided for each four persons residing in a Community Living Arrangement;
 - (b) At least one fully handicap accessible bathroom must be available if any resident requires handicap access;
 - (c) Grab bars and non-skid surfacing or strips shall be installed in all showers and bath areas, as required by the needs of the residents;
 - (d) Bathrooms and toilet facilities shall have a window that can be opened or shall have forced ventilation;
 - (e) Toilets, bathtubs, and showers shall provide for individual privacy; and
 - (f) All plumbing and bathroom fixtures shall be maintained in good working order at all times and shall present a clean and sanitary appearance.
- (10) All stairways and ramps shall have sturdy handrails, securely fastened not less than 30 inches nor more than 34 inches above the center of the tread. Exterior stairways, decks, and porches shall have handrails on the open sides unless the surface of the deck or porch is so close to ground level that it does not pose a significant risk of injury to the resident to fall from the deck or porch.
- (11) Floor coverings shall be intact, safely secured, and free of any hazard that may cause tripping.
- (12) All areas including hallways and stairs shall be lighted sufficiently.
- (13) The following exterior conditions must be maintained:
 - (a) Entrances and exits, sidewalks, and escape routes shall be maintained free of any obstructions that would impede leaving the residence quickly in the case of fire or other emergency. All such entrances and exits, sidewalks, and escape routes shall be kept free of any hazards such as ice, snow, or debris;
 - (b) The yard area, if applicable, shall be kept free of all hazards, nuisances, refuse, and litter; and
 - (c) The residence must have its house number displayed so as to be easily visible from the street.

9. The occupant shall follow Rule 290-9-37-.14 Staffing



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1) The Community Living Arrangement shall have as many qualified and trained employees on duty as shall be needed to safeguard properly the health, safety, and welfare of residents and ensure the provision of services the residents require to be delivered in the Community Living Arrangement. The Community Living Arrangement must maintain a staffing ratio sufficient to ensure that all residents can be evacuated from the residence within three minutes.

(2) If residents are in the residence and staff are not present within the residence, the individual service plan for each resident must support evidence of assessment regarding capacity to be independent within the residence.

(3) All Community Living Arrangements must maintain a monthly plan for specific staff coverage in advance of the month, a record of actual staff coverage, and a plan for provision of all required services.

(4) For purposes of these rules, a resident shall not be considered a staff person in the residence in which they live. The Community Living Arrangement shall not require any resident to perform tasks that are ordinarily considered staff responsibilities, unless there is documentation in the individual service plan of the resident, or elsewhere, that indicates that participation of the resident is voluntary and appropriate.

10. The occupant shall follow Rule 290-9-37.15 Personnel

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(1) The administrator for the Community Living Arrangement shall be at least 21 years of age and shall be qualified by training and experience to operate competently the Community Living Arrangement in accordance with these rules.

(2) All staff members working in Community Living Arrangements shall be at least 18 years of age and shall be able and qualified by training or experience to carry out all duties and responsibilities of the job competently.

(3) The administrator for the Community Living Arrangement agency or residence shall ensure that any staff member who interacts with residents, under contract or otherwise, receives work-related training acceptable to the Department. At no time may a staff member be allowed to work alone with residents until all minimum required training has been completed, including documented evidence of that staff member's competence in each topic area.

(a) Prior to having any contact with residents, each staff member shall be trained and show continuing evidence of competence in:

1. Rights and responsibilities of residents according to these rules; and



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2. Requirements that staff recognize and immediately report suspected abuse, neglect, or exploitation of any resident or former resident to the Department and to appropriate law enforcement agencies.

(b) Before working independently with residents, each staff member shall be trained and show continuing evidence of competence in:

1. The medical, physical, behavioral, and social needs and characteristics of the residents served, including training regarding care required to meet the specific needs of each resident;
2. Ethics and cultural competence and appropriateness;
3. Techniques of de-escalation and techniques to prevent behavioral crises;
4. Fire safety and emergency evacuation procedures;
5. Techniques of Standard Precautions;
6. Policies and procedures for the use of personal restraint, quiet time, and medical protection devices and adaptive support devices; and
7. Medications of residents, including risks and benefits.

(c) Each staff member shall have current certification in emergency first aid, except where the staff member is a currently licensed physician, physician's assistant, or nurse.

(d) Each staff member shall have current certification in basic cardiac life support (BCLS) or cardiopulmonary resuscitation.

(4) All staff members who offer direct care to residents must satisfactorily complete a total of at least 16 hours of continuing education per year in curriculum related to the needs of the residents or to the responsibilities of the position.

(5) All staff members who offer direct care to any resident shall be responsible for maintaining awareness of each resident's usual appearance and condition and shall take appropriate action if a change in the resident's usual appearance or condition occurs.

(6) The administrator and each staff member of a Community Living Arrangement shall have received a tuberculosis screening within 12 months prior to employment (or initial application for licensure or being issued a license for the residence) to ensure that those persons are free of tuberculosis.

(7) An employment history for the five most recent years, including previous places of work, contact names, and contact telephone numbers, for each staff member shall be verified by the Community Living Arrangement administrator and shall be maintained on file at the agency operating the Community Living Arrangement.



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(8) A personnel file shall be maintained for each staff member. These files shall be available for inspection by the appropriate enforcement authorities on the premises but shall otherwise be maintained to protect the confidentiality of the information contained in them, and shall include the following:

(a) Evidence of a Georgia Crime Information Center state criminal history record check comparison of data with information other than fingerprints done through local law enforcement authorities and a satisfactory fingerprint criminal history background check;

(b) Evidence of satisfactory screening for tuberculosis;

(c) Evidence of first aid and BCLS training and recertification as required; and

(d) Evidence of required training and competency evaluations, including evidence of 16 hours of continuing education annually.

(9) No administrator or staff member shall be under the influence of alcohol or other controlled substances while on duty.

11. Disclaimer the above does not delete the entirety 290-9-37 RULES AND REGULATIONS FOR COMMUNITY LIVING ARRANGEMENTS. It is solely the stipulations that this department would like to have in place if we are going to allow these types of facilities to become a part of our community. This is a suitable compromise to ensure the safety for the residents in this type of facilities, and our first responders that respond to an active incident.

12. Rule 290-9-37-.05 Definitions

(ee) "Resident" means any non-family adult living in a Community Living Arrangement and receiving services, supports, care, or treatment;

(ff) "Responsible staff person" means the employee designated by the administrator or site manager as responsible for supervising the operation of the residence during periods of temporary absence of the site manager;

(ii) "Site manager" means the person directly responsible for the operations of a particular residence;