

<h1 style="margin: 0;">Campbell County Fire Department</h1> <h2 style="margin: 0;">Policy</h2>		
Volunteer Membership	<i>Categories & Responsibilities</i>	<i>100.82</i>

PURPOSE:

The purpose of this policy is to define the membership categories within the Campbell County Fire Department (CCFD).

SCOPE:

This policy applies to all persons serving in the applicable category listed below.

I. Cadet Membership

Cadets serve a vital role in the overall health and welfare of CCFD by creating a mentorship for youth between the ages of 14 and 18. The mentorship provided by the department consists of creating a positive environment and relationship with youth interested in emergency services and specifically, firefighting. Through these positive relationships, the Cadet program can provide a return investment back to the CCFD, as well as other emergency service departments, by developing, preparing, and training cadets for future careers in emergency services. Additionally, the program can provide a positive and healthy mentorship by providing good solid adult role models, working together with the cadet's parents, to solidify ideal citizenship and a volunteer spirit that will make participating cadets more successful in their adulthood.

See the Campbell County Fire Department – Cadet Program policy for further details

II. Honorary Status

Honorary Membership is reserved for department members who are no longer able to actively serve the department or members who will no longer be living in Campbell County. This status does not accommodate members who do not wish to relinquish their membership, but no longer wish to answer emergency calls. In order to be placed on Honorary Status, a member must have completed (10) ten years of service to the CCFD, be in good standing with the department, and be nominated by a member of the department at a regular business meeting of one of the battalions of the CCFD. Nominations will be discussed at the business meeting, and reasons for the nomination will be reviewed.

Nominations will then be forwarded to the Division Chief of Volunteers, along with the recommendation of the nominating battalion. The Division Chief of Volunteers will review each nomination and ensure they meet the policy criteria. The nominations will then be held and discussed at the next Battalion Business Meeting. All nominations will require a favorable vote from a majority of members present for approval.

Honorary Members are permitted and encouraged to attend social functions and business meetings when they are able, but they will have no voting rights. Additionally, Honorary Members will not be allowed to participate in any fire ground operations in any capacity, and they will not be issued any fire gear or department uniforms with the exception of any designed t-shirts or hats with the CCFD logo and the wording "Honorary Member" incorporated into the logo. A display board of all Honorary Members will be prominently displayed in Fire Station 1.

Honorary members will be responsible for administering their own retirement account and will receive no monetary compensation.

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III. Specialized Membership

There may be times when the CCFD has a need for services that someone with technical experience or specialized education and credentials can provide. The department then may elect to bring on one or more new member(s) who have this expertise. These members will be brought through the membership process along with the detailed explanation as to why these services are needed. These applicants will be processed the same as any other new applicant except the background check will need to verify the technical experience or specialized education and credentials. After the interview process and once a conditional offer has been extended the applicants will again be further processed as any other new applicant.

Specialized Members will be limited to participation in active fire ground operations consistent with their expertise and training. They will also be issued Personal Protective Equipment and other gear according to their approved level of emergency scene participation for that specialty. They may attend Department Business Meetings and attend training that relates to their assigned area of specialization. They may attend other training, but will not be compensated or allowed to participate in activities that they are not equipped for. Specialized members will be monetarily compensated at the "rural pay rate".

Specialized membership will be administered at the discretion of the Chief Officers of the CCFD. Specialized members will be dealt with on a case-by-case basis and will be determined by current demand of the position desired. These areas may include but not be limited to the following medical, hazardous materials, specialized rescue, and tender operations. Specialized members will be entitled to minimum pay grade (rural), one fire department t-shirt, sweatshirt, and hat. These members will not be entitled to medical physicals (*unless the Fire Chief deems it necessary based upon the specialized assignment*), State of Wyoming Firefighter Pension Plan, bunker gear, air masks, voting privileges, and any training outside of their area of specialization. Specialized members will be issued a "Support" radio number for identification purposes

IV. Rural Members

The Division Chief of Volunteers and Division Chief of Operation will jointly be in charge of appointing and removing Rural Members. These members will be able to function in a capacity of "wildland firefighters." Their membership status will be reviewed yearly by the Division Chief of Volunteers and Division Chief of Operation, their participation in training and responses will be analyzed. All Rural Firefighters must reside outside of the city limits within 15 miles of a designated rural station or truck location. Rural Members will be allowed to have one CCFD t-shirt, sweat shirt, and hat. Rural Members will also be issued one fire shelter, one pair of nomex wildland pants, yellow shirt, pair of firefighting gloves, and hard hat. These members will be required to maintain their wildland refresher and EVO every two years. Rural members will receive monetary compensation at the "rural pay rate".

V. College Students

Cadets who are in good standing with the CCFD Cadet Program, who reach the age of 18, and who are eligible for full membership but who will be attending college in another city, may apply for College Student Membership. In these instances the Department understands the student will not be able to meet Department membership requirements for remaining active because of living outside of Campbell County. Applicants for College Student Membership will be reviewed for approval by the Membership Committee.

College Student Members will be issued fire gear consistent with their Cadet training and capabilities along with their ability to continue Department activities and training while in college such as returning home for weekends, specialized classes, or be active in a college Fire Science Program. College Student Members

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may be allowed to ride on duty shifts with the permission of the Duty Crew Officer and as long as their activities are supervised by a qualified fire officer.

College Student Memberships will be administered as any other new applicant membership complete with interviews by the Membership Committee including conditional offers and physicals.

These students will be issued a fire number between 200 and 220. They also will not be eligible for rural firefighter membership status. College Student Members will be required to check in with the Division Chief of Volunteers on a bi-annual basis to discuss their future plans and review their current membership status.

College Student Members will be monetarily compensated based on their qualifications.

VI. Retired Volunteer Members

Once a Member reaches retirement age and chooses to be classified as "Retired", the Member is no longer required to meet the membership requirements regarding activity. Retirement age is based on the guidelines established by the Wyoming Retirement System Volunteer Pension Board. Even if a member has reached the eligible age to retire, they can elect to remain on active status.

Retired Members are welcomed and encouraged to remain active in any and all CCFD functions with the exception of active firefighting activities. Retired members will not receive any monetary compensation.

Their fire number will remain with them except an "R" will precede the number to indicate a retired member.

VII. Military

Fire Department Members who enlist, are inducted, or are called to active duty in the Armed Forces of the United States, as provided by applicable federal or state law, will be granted a military leave of absence until their release from military duty and they are able to return to normal firefighter status.

VIII. Probationary Members

While Members are still in Probationary Status, their fire ground activity will be limited to the level for which they are qualified through training and education. Should Probationary Firefighters be requested to perform duties they know they are not qualified to carry out, they are expected to inform the person making the request that they are not qualified to perform the duty requested.

Probationary Members will not be allowed to fight fires on initial interior attacks until such time they are qualified through the Training Division. They will also not ride as a member of an engine company expected to perform duties in initial attack on structure fires and other fire ground operations consisting of initial rescue, fire attack, and or other initial responses. They are allowed to function in a support role, outside of the IDLH (immediately dangerous to life and health) zone.

Additionally, Probationary Members will not be allowed to perform duties as the second firefighter on a wildland unit until such time they have completed their S-130/S-190 training and have been qualified by the Training Division. They are expected and encouraged to ride as a third firefighter on any wildland unit during their probationary period in order to obtain experience and assist in becoming qualified as a wildland firefighter.

Probationary Members will be issued orange helmets to identify them as Probationary members on the fireground.

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IX. Membership Responsibilities

Volunteer firefighters provide a vital service to the community. Members have an obligation to the community, department, and fellow members to strive for an acceptable level of certifiable training performance and expectations to assist at emergencies as often as their personal schedules will allow. Membership expectations are defined as:

1. By Wyoming State Statute, any member expecting to obtain and sustain membership in the Wyoming State Volunteer Retirement System, paid for by the department, must attend a minimum of six (6) scheduled meetings per year. Those meetings may include any of the following or combination of the following:
 - a. Battalion business meetings
 - b. Station Business meetings
 - c. Chief officers' meetings
 - d. Career staff meetings
 - e. Board of Directors meetings

2. There are numerous volunteer training opportunities offered on a monthly basis. In order to perform at a reasonable level, volunteers are **required** to attend a minimum of 12 training opportunities per year. The training opportunities may include any of the following or combination of the following:
 - a. Battalion trainings
 - b. Station trainings
 - c. Academy training
 - d. Career training
 - e. Special weekend certification training
 - f. Special services training

3. The following is established as criteria for Probationary members and must be completed prior to granting full membership status.
 - a. Completion of the CCFD Recruit Academy.
 - b. Successful completion of the Wyoming State Firefighter 1 certification.
 - c. Completion of the Hazardous Material Operational class.
 - d. Completion of the S-130 and S-190 wildland courses
 - e. Completion of CCFD "Blue Dot" program.
To become "Blue Dot" certified, a special designation for the use of Self-Contained Breathing Apparatus, the new member must successfully complete three burn rooms, written, and practical exams. The Training Division, upon documented completion of these requirements, will award the "Blue Dot".
 - f. In addition to the Recruit Academy, and in order to interact with other volunteers, attendance of at least one (1) monthly Thursday night training per month when not in conflict with academy classes as well as one business meeting per month is encouraged.

4. All volunteers are required to contribute a minimum of 50 hours per year in addition to the meeting and training requirements. The following will count toward the 50 hour requirement: Incident response, community service events (MDA, Pancake Breakfast, and Tree Burn), station work (truck checks, clean up, etc) and other special events. It is recognized that extenuating circumstances exist which may prohibit a member from being able to participate. Those circumstances are accepted when communicated and approved by your Station Captain.

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5. Volunteers who joined the department after September 1, 2009 and are assigned to Battalion One, Two and Three are required to provide a minimum of 16 hours of Duty Crew coverage at Fire Station 1 each month. Any incident lasting over four hours will be applied toward the 16 hour requirement.
6. Volunteers are expected to participate in the traditional fundraisers sponsored by the department whenever possible. Part of the image of the department is strongly tied to fundraisers and community support for the organization.
7. Volunteers are expected to maintain their assigned station in a neat and orderly fashion.
8. Volunteers are expected to keep their apparatus neat and clean and identify maintenance items that need to be accomplished.
9. Volunteers are expected to take pride in their uniform and to wear the uniform with pride.
10. Members are expected to dress professionally when representing the department at all times.
11. Any member who has consumed alcohol within the previous eight (8) hours will not report to the station for an emergency, training or station duty.
12. Volunteers should keep their uniform neat and clean including ball caps that are issued by the department. Members should be aware of the importance of good personal appearance when wearing department uniforms or identifiable articles of clothing and the strong association of their personal conduct and the community's image of the department.
13. All department personnel are expected, as much as possible, to report to stations for shift coverage or on emergency responses in the right uniform. Sweatshirts and ball caps are provided to facilitate the request.
14. Volunteers are responsible for maintaining uniforms, turnout gear, pagers, radios, and any other items assigned to them in a clean and proper working order. Damage during any incident to any assigned items must be reported at the earliest possible opportunity to the officer in-charge of their station.
15. All personal injuries must be reported to the officer in-charge of the scene when they occur. Adherence to the department's accident policy is mandatory.
16. All personnel are expected to contribute to an environment that offers all members support and opportunities to be successful in their endeavors within the department.
17. All members are encouraged to take advantage of the department's physical fitness equipment and are encouraged to develop and maintain a personal physical fitness program.
18. Successful completion of the pack test is required for any member to participate in federal dispatches for wildland incidents.

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