


NORTH COUNTY REGIONAL FIRE AUTHORITY POLICY MANUAL



Subject:	VOLUNTEER MEMBERSHIP ACTIVITY REQUIREMENTS		
Reference:	WAC 491-03, Policy No. 24	VOLUME	ONE
Effective Date:	01-01-14	POLICY	25
Last Revision Date:	02-28-17		
Signature of Approval:			Page 1 of 4

POLICY:

The requirement to remain a member of the Fire Authority is to meet the following minimum requirements for Firefighter. Training requirements for Firefighter are to attend 100% of all mandatory training. Mandatory training includes WAC required training, EMS CBT training, and Fire Authority mandated training by department policy. Training must take place on shift, on designated drill nights, on any planned drill assignment, on-line, or on your assigned Tuesday night company drill. Association meetings will only be counted if there is a drill conducted before or after the meeting. Training must take place at a district approved location. On-line and computer based training must be district approved and be documented. Minimum Requirements for membership include IFSAC Firefighter 1 and National Registry Emergency Medical Technician.

District Sponsored Community Events – Public Relations Events

Each volunteer firefighter is required to participate in a minimum of 8 hours of district sponsored community events/public relations events while off duty. Examples of these types of events may include but are not limited to:


- | | |
|---------------------|-----------------------------------|
| 1. Burn/Boot Drives | 6. 4 th of July Parade |
| 2. Relay for Life | 7. Santa Run |
| 3. Toy Drives | 8. Stanwood Fair |
| 4. Food Drives | 9. Lights of Christmas |
| 5. Stanwood Parade | 10. Open Houses |

Each Volunteer will receive ten (10) points per event and must fill out a Training Roster including the hours that they assisted with the event.

At the end of the year the volunteer who has actively participated in the most events and event hours will receive a special recognition award at the annual awards banquet.

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Night Duty Staffing Requirements

Each volunteer participating in the night duty staffing program must meet the following required guidelines.

Each Volunteer must work six (6) night duties per quarter or a minimum of two (2) night duties per month.

Volunteer members participating in the night duty program will not be required to meet the following guidelines.

In Lieu of Night Duty Participation Requirements


Each Volunteer not participating in the night duty program are required to participate in a minimum of ninety six (96) hours of annual fire suppression and/or fire prevention activities (including the 8 hours of District Sponsored Community Events-Public Relations Events mentioned above) in lieu of the night duty program. Hours on calls, training hours, standby hours, staffing responses, community events, and any other qualifying activities will accumulate annually for purposes of meeting this policy. Examples that meet these requirements include but are not limited to:

- | | |
|------------------------------|---------------------------------|
| 1. Station Maintenance | 7. CERT Program |
| 2. CPR Instructor | 8. House Keeping |
| 3. Equipment Maintenance | 9. Hose/ Ladder Testing |
| 4. Public Education | 10. District Mapping |
| 5. Safety Committee | 11. First Aid Instructor |
| 6. Extra Training Documented | 12. Staffing for Special Events |

Each Volunteer will receive ten (10) points per event and must fill out a Training Roster including the hours that they assisted with the event.

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Calls and Staffing Page Responses

Each volunteer is required to make at least eight (8) hours of all District call responses or back-filling of stations annually. These call responses may be for incidents such as structure fires, motor vehicle collisions, water rescues, station back filling or any type of response requiring additional personnel. Members are encouraged to back-fill their stations whenever their station units are dispatched and responding to calls. You must fill out a station response form every time you respond on a call or back fill the station if you are not on shift. This requirement will be tracked by the administration.

- Membership activity shall be reviewed quarterly and yearly. All requirements will be tracked quarterly by the administration and Training Division.
- Members failing to meet these minimum requirements will receive one written warning per calendar year. Failure to correct this deficiency will result in being removed as a member with North County Regional Fire Authority.
- The Fire Chief may grant members a temporary exemption from this policy due to unforeseen circumstances (such as illness, injury, work schedule, etc) or such exemptions referenced in WAC 491.03. Members requesting a temporary exemption must notify their respective Battalion Chief who will then notify the Fire Chief.

Volunteer Compensation

All volunteer personnel will receive the following stipend depending on their level(s) of certification: **Point System Factors: Volunteer Base (1.0)**


IFSAC Firefighter-I	(.1)	EMT-B	(.2)
IFSAC Firefighter-II	(.1)	EMT-I	(.1)
IFSAC Driver/Operator	(.1)	Boat Operator/Water Rescue Tech	(.1)
IFSAC Fire Officer I	(.1)	IFSAC Instructor I	(.1)
IFSAC Fire Officer II	(.1)	IFSAC Instructor II	(.1)
North Bend/Fire Science degree	(.1)	CBT Evaluator/CPR Instructor*	(.1)

*(Must Remain Current)

Drills and Call Responses: Ten (10) points

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Shift Points:

Day Shift:	70 points	Day Shift Holiday:	105 points
Night Shift:	50 points	Night Shift Holiday:	75 points

Stipend Factors: Total Points System Factors x Total Points x \$1.00 per Point.

Recognized NCRFA Holidays are: New Year's Day; President's Day; Memorial Day, Independence Day; Labor Day; Veteran's Day; Thanksgiving Day; and Christmas Day.