

Fire District No. 3

TOWNSHIP OF HANOVER, COUNTY OF MORRIS

RESOLUTION GOVERNING PROVISIONS OF VOLUNTEER MEMBER INCENTIVE ALLOWANCES

FEBRUARY 21, 2019

RESOLUTION 19-02-21-11

WHEREAS, the Commissioners of Fire District No. 3 remain desirous of updating the means of incentivizing the volunteer members of the Fire District for their participation in District activities, including but not limited to, answering emergency and non-emergency calls, providing necessary public services, participating in mandatory and non-mandatory training drills, the furtherance of their professional skills, and for providing certain public safety and fire safety education services and tasks, and

WHEREAS, the Commissioners of Fire District No. 3 find that it is appropriate to set certain standards, criterion and guidelines for the governance of such an incentive program, so as to reflect the ever changing nature of the services provided, and so as to insure that the intent of said program is appropriate to providing adequate training and response capabilities to our community, and

WHEREAS, the District's annual fiscal budget allows for such incentive programs

NOW THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of Fire District No. 3 that:

1. This resolution shall supersede any previous resolution or governance set forth by the Board governing Pay-Per-Call or any volunteer incentive, and
2. Resolution 15-08-06-74 (Volunteer Incentive) shall remain in effect, and
3. The current volunteer incentive program shall be so amended to reflect the current operations and duties of the volunteer personnel of the Fire District, and
4. Any incentive program shall provide for and be regulated by measurable standards, of which adequate notification is made to personnel, and
5. The provisions and guidelines of the incentive program shall be attached hereto, and
6. The incentive period shall cover the period of December 1 of the previous year, and shall run through November 30 of the current incentive year, and
7. Said incentives shall be paid during the first pay period of the month of December of that year, or as is reasonable after that date.

It is hereby certified that this resolution is adopted by the Board of Fire Commissioners on this the **21st** day of **February, 2019**.

Robert Callas, Secretary

VOLUNTEER INCENTIVE PROGRAM GUIDELINES

1. The **volunteer response incentive** shall be for members and officers of the Fire Division and EMS Division, including junior and probationary members and be applicable to incidents attended in a 12-month period. The period begins December 1st and concludes on November 30th.
2. Members must complete six (6) months of active service to be eligible for the incentive.
3. Officers and Members shall be assigned one (1) call credit for attending a Fire/Rescue or EMS incident in their respective Division.
4. Members shall attend a minimum of **20** emergency incident responses (calls) during the period of December 1 through November 30th.
5. Members shall complete, at minimum, the following mandatory training drills by division to be eligible for the incentive allowance:
 - a. **Fire Division Members:**
 - i. Blood Bourne Pathogens
 - ii. Right to Know/Hazardous Communication
 - iii. SCBA/Respiratory protection refresher
 - iv. Haz-Mat Refresher
 - v. Confined Space Refresher
 - vi. Interior Firefighters- A minimum of one approved firematic training drill per quarter (One quarterly drill shall include a Live Burn)
 - vii. Exterior Firefighters- A minimum of one approved firematic training drill per year
 - b. **EMS Division Members:**
 - i. Blood Bourne Pathogens
 - ii. Right to Know/Hazardous Communication
 - iii. SCBA/Respiratory protection refresher
 - iv. Haz-Mat Refresher,
 - v. Confined Space Refresher
 - vi. EMT's – Completion of a minimum of six (6) monthly approved EMS competency training sessions.
6. Members requested by the Chief of Department and/or his designee to conduct a storm, weather event or in-station stand-by shall receive one (1) incident response (call) credit for each six (6) hour operational period of in-station stand-by. The officer in-charge shall furnish the Chief of Department and/or his designee with a report at the conclusion of each operational period.

7. The Fire & EMS Division Officers must meet the requirements as outlined in line four (4) and five (5) above to qualify for officer stipends. An Officer shall receive an Officer stipend for completion of a one (1) year term. A partial term will be prorated. No member shall hold an Officer position in both the Fire & EMS Division within the same term.
 - a. The maximum number of officers shall be outlined in the District table of organization.

Officer Categories and Stipends:

Category	Stipend
Assistant Chief (1 EMS 1 Fire)	\$500.00
Captain (1 EMS 5 Maximum Fire)	\$450.00
Lieutenant (2 EMS 5 Maximum Fire)	\$350.00
Second Lieutenant (5 Maximum Fire)	\$250.00
Crew Chief (EMS 6 Maximum)	\$100.00

8. The calculation for the amount of reimbursement shall be as follows;
 - a. The Officer stipend(s) shall be removed from the overall District Budget Appropriation.
 - b. The individual total attendance of each of the members are calculated to determine an attendance tally.
 - c. The attendance tally is then divided into the District Budget Appropriation, line noted as “Pay Per Call”, to determine a rate per call.
 - d. The rate per call is then multiplied by the individual total attendance of each of the individual total attendance of each of the individual Active Members to determine an amount of reimbursement.
9. It shall be the Members responsibility to ensure they are accurately recorded on the official incident sign-in sheet.
10. The Chief will furnish the Board of Commissioners with a report of the member’s attendance.