

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Explorer Fire Fighter Program
POLICY NUMBER: 7100
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7100.10 Purpose

7100.11 The McCloud Volunteer Fire Department is proud to be a volunteer fire department. Our explorer firefighter program was established to develop youth with skills in fire training and service. Being an explorer firefighter is a rewarding way to learn these skills. All training, uniforms and personal protective equipment are provided at no cost. However, all equipment will need to be returned once the Explorer firefighter exits the program. Being a firefighter is a dangerous job. Strict laws exist to protect minors from the most hazardous situations. For example, explorer firefighters will never enter a burning building or operate on top of a roof. The McCloud Volunteer Fire Department takes safety very seriously and will not tolerate horseplay during exploring training or real emergencies. It must also be recognized that during emergency conditions, an explorer might be asked to complete a task prohibited by law. In this case, the explorer member must take responsibility to alert the member asking him/her to do the task that it is prohibited. The explorer should then report the request to command at the scene. Once back at the station, explorers should report such incidents to an explorer advisor so that follow up training can be provided to the crew. AN EXPLORER SHOULD NEVER INTENTIONALLY BREAK THE LAW, EVEN IN AN EMERGENCY SITUATION.

7100.20 Introduction

7100.21 The McCloud Voluntary Fire Department Explorer Program has adopted the requirements set forth by the Boy Scouts of America, "Learning for Life" career exploring program to be an Explorer firefighter. Explorer firefighters must be at least 14 years old but not older than 18 years old, Explorers should be willing and able to attend at least 50% of scheduled meetings and required trainings. We believe in and support our Explorers in making school, school functions and sporting events their top priority. Explorers will need to notify their advisor when they will be absent due to school events. The Special trainings are optional but highly encouraged. Explorers must maintain a Grade Point Average (GPA) of 2.5 or higher in their schoolwork to remain active. Explorer firefighters need to be self-starters and be willing to learn.

Explorers who regularly strive to learn more and be involved will be rewarded with increasing levels of responsibility and opportunities. The fire department is proud of its members. Explorer members are expected to conduct themselves in a professional manner when representing the fire department including abiding by all HIPPA regulations. Talking about internal fire department activities including finances and other fire departments reduces the public trust and will be dealt with appropriately. We are happy to have you as a member of the McCloud Volunteer Fire Department. We look forward to some great training and your assistance during actual emergencies.

7100.30 Rules and Regulations

7100.31 The MCFD Explorer Advisors, and the Fire Chief will directly supervise the explorer firefighter program. A committee made up of members of the regular fire department will be assigned by the Chief, to act as the “Explorer Advisors”.

7100.32 The Explorer Fire Department shall abide by all federal, state, Learning for Life (LFL) and Departmental rules and regulations.

7100.33 All members of the MCFD Explorer Firefighter program shall meet the minimum standards.

7100.34 Explorer members do not have voting privileges within the regular fire department. Explorers may attend meetings but might be asked to leave the room while some issues are discussed.

7100.35 All Explorers and legal guardians must review and sign the Explorer Orientation Packet and Policy 7100.

7100.36 All fire department members must recognize rules and regulations that govern minors and their safety. Explorer members are not permitted to participate in activities that are prohibited. Explorer members must recognize when they have been asked to perform something not appropriate and will report this to the requesting firefighter and commanding officer.

7100.37 Explorer members must be accompanied by at least two Learning for Life advisors over 21 years old or their parent/guardian who is an active MCSD volunteer firefighter at all times and should not be at the fire station unsupervised. Advisors should represent each sex of the explorer members.

7100.38 All explorer members must sign in and out of the explorer time log sheet at

the station every time they enter and exit the building. An advisor of the department must sign in explorers. NO EXCEPTIONS!

7100.39 Only officers may talk to the media. All Explorer members will refer all questions regarding the fire department to the most senior officer on the scene.

Explorers are expected to represent the fire department in a positive manner. It is not appropriate to discuss internal matters of the fire department or talk negatively about other fire departments.

7100.40 Explorers ARE NOT to bring their friends to hang out around the fire station.

7100.41 Any injuries occurring during training or a scene call are covered by Learning for Life liability insurance and the Crater Lake Council of the Boy Scouts of America Accidental Illness and Injury insurance. All injuries must be reported to the senior officer as soon as practical for documentation and treatment.

7100.42 Explorers CAN NOT respond to calls or come to the station if sick or under the influence of prescription medications, alcohol or illicit drugs that may impair judgement.

7100.43 Mobilization of the explorer post will be upon notification of an emergency within the CSD boundaries. Explorers shall respond to the fire hall and don their PPE and await direction from an advisor for which unit to respond with.

7100.50 Hours of Operations Ages 14-17

7100.51 No activity or responding to calls while school is in session. NO EXCEPTIONS!

7100.52 No activity or responding to calls between 10:00PM and 7:00AM.

7100.60 Driving of Personal Vehicles

7100.61 Only members that are at least 16 years old and have a valid California

driver's license and proof of insurance may drive personal vehicles to the fire station.

7100.63 UNDER NO CIRCUMSTANCES ARE EXPLORERS TO GO DIRECTLY TO THE SCENE UNSUPERVISED!

7100.64 At no time is an explorer member permitted to use colored light, hazard lights, honk horn or use any other warning devices while in route to the station.

7100.65 All speed limits and traffic laws are to be strictly followed while responding to the station.

7100.66 The McCloud Volunteer Fire Department is in no way responsible or liable for any moving violations or accidents while in route to or from the station for a call or training.

7100.70 Responding to Calls on Apparatus

Explorer member must be in good standing with the department and attend at least 50% of scheduled meetings and/or trainings. No exceptions are allowed.

7100.72 Explorer firefighters shall don full protective turnout gear before boarding any piece of fire apparatus that is responding to a call. Explorers shall wear full protective turnout gear to all calls unless otherwise instructed by the senior officer.

7100.73 Explorer firefighter will obtain verbal permission from the advisor or officer in charge of an apparatus prior to boarding an apparatus. The officer or senior member must always be willing and able to supervise the Explorer firefighter.

7100.74 Explorer member must place their accountability tag on the ring of the apparatus they are boarding.

7100.76 Explorer firefighters, in reverse seniority, shall give up their seat to any senior firefighter upon request. The Explorer will Reclaim their accountability tag and get off the apparatus and wait for the next unit going to the scene.

7100.77 When riding any piece of apparatus, Explorer firefighters shall position themselves in a seat with a seat belt in place and securely fastened. Under no circumstances will a Explorer stand up on an apparatus while the apparatus is moving.

7100.78 Explorer firefighters shall remain in the apparatus until given instructions by the company officer. If no instructions are given, the Explorer shall tell the apparatus operator they are reporting to command. Check in with the Incident Commander and wait for instructions at the designated Incident Command Post.

7100.79 All instructions of the Incident Commander must be followed exactly. If an Explorer is not sure what they are doing or has been assigned something they are not permitted to do, the Explorer should say so right away so the task can be clarified or someone else can be given the assignment.

7100.80 Explorer firefighters shall NOT at any time, start or attempt to start or move any fire department vehicle. No Exceptions.

7100.81 Upon returning to the station, assists in clean up, Explorers shall store their gear in preparation for the next call and sign the logbook. Make sure to fill out the time call log report.

7100.100 Emergency Medical Services

Explorers WILL NOT assist in any patient care, enter a patient's home or have patient contact without patient or responsible parties' consent. Explorers WILL NOT assist in any hazardous materials situations.

7100.110 Prohibited Activities by Law and/or MCFD

MCFD and/or state law specifically prohibits members under the age of **18** of an emergency service organization from participating in the following activities:

7100.111 Operating organizational vehicles.

7100.112 Explorers under the age of 18 are not allowed to operate various types of power-driven saws and shears at any time.

7100.113 Using rubber electric gloves, insulated wire cutters, life nets or acetylene cutting torches.

7100.114 Operation of pumps of any fire department vehicle at the scene.

7100.115 Entering a burning structure during an emergency. Only in a controlled training environment under the supervisor of an advisor.

7100.116 Explorers under the age of 18 may not operate high-pressure hose lines ~~not~~ exceeding water at 125 psi, air at 150 psi or hydraulic at 10,500 psi and no larger than 1 3/4 inch in diameter fire hose.

7100.117 Ascending ladders above 35 feet, or a stadium raised ladder.

7100.118 Operate any aerial device (cranes or hoists), non-automatic elevators, air bags for lifting or winches.

7100.119 Perform operations in tunnels, shafts, or trenches.

7100.120 Participate in emergencies at explosives or fireworks plants, retailers or in support of public safety for a public display.

7100.121 An emergency operation in or around mines, strip-mines or quarries.

7100.122 Participate in operations with incidents involving paint, acid or poisons (any HAZMAT).

7100.123 Participate in operations involving radioactive substances.

7100.124 Roof top ventilation or any work on top of a roof.

7100.125 Wrecking or demolition including use of acetylene torches, cutting or crushing equipment or respond to structural collapse incidents.

7100.127 Entry into a hazardous atmosphere.

7100.130 Permitted Activities

Minors 14-17 years old and Adults 18 years old are permitted to do the following:

7100.131 Participate in organized training activities in which an adult member of the organization is present and supervising the Explorer member.

7100.132 All aspects of fire suppression training except emergency interior live fire extinguishment.

7100.133 Rescue training.

7100.134 Hazardous material training except entry using Level A and B personal protection equipment. They can take the HAZMAT class.

7100.135 Safety Training.

7100.136 Wild land Firefighting and Wilderness Search and Rescue training.

7100.137 Provide canteen services.

7100.138 Participate in a support capacity for searches, rescues, wildfires and water supply operations while under direct supervision of an advisor.

7100.139 Must be under the direct supervision and control of the advisor who is over 21years of age. Direct supervision means that the officer must be within speaking and touching distance of the Explorer member.

7100.140 Attacking the fire with hose lines as part of EXTERIOR operations.

7100.141 Setting up ladders.

7100.143 Clean up with the following conditions:

7100.1431 Must be outside the fire building collapse zone until the incident is

declared under control by Command.

7100.1433 Must be “on air” if working in a fire area and trained on SCBA’s.

7100.1434 Salvage exterior operations while “on air”.

7100.1435 Establishing water supply.

7100.144 16 years and older may operate various types of power driver, hydraulic and other equipment.

Failure to abide by the Policies and Procedures of the MCFD Explorer Firefighter Program will result in a suspension of at least 30 days and possible expulsion from the Explorer program.

7100.150 Probation Requirements:

7100.151 Complete 3 months of service.

7100.152 Attend 50% of all scheduled meetings.

7100.153 Have an understanding of the McCloud Volunteer Fire Department Operations, apparatus, accountability command structure, personal protective equipment, safety and hydrant operations.

7100.154 Failure to complete the probationary requirements will result in a one-time extension of the probationary period. Continued failure to complete the probationary requirements will result in loss of membership. If this happens, a new application must be submitted.

Level I

1. Complete probation requirements.
2. Successfully complete Basic Fire Operations or equivalent.
3. Explorer firefighters will be presented a McCloud Fire/Rescue Explorer tee shirt and be allowed to attend regular department meetings. Explorer members may ride in a fire apparatus on non-emergency events.

Level II

1. Completed Level I requirements.
2. Hold a valid CPR and Basic First Aid.
3. Complete any approved fire related course.
4. Explorer member Level II or higher may respond to calls and ride fire apparatus provided they meet the minimum training attendance.

7100.160 Explorer Program Supervisors

The McCloud Fire Chief will designate one officer/department head and one firefighter to the position of Explorer Advisors to supervise the Explorer Fire Department Explorer Program. The advisors will designate adult Explorer Advisors as needed to carry out the responsibilities of the program.

7100.170 Explorer Program Officers

Officer positions can be created and or eliminated by the Explorer Advisor as needed. To hold an officer position, an Explorer member must be active and in good standing for at least six months and complete Level 2 training. Officers must be willing to provide additional hours to complete the duties of the position. Candidates must be approved by an Explorer Advisor to run for a position. Elections are held in December at the regularly scheduled meeting with no less than 50% of the voting Explorer members present. Votes are cast by secret ballot. Members are elected by a simple majority vote. Tie votes will result in a run-off vote of the tied candidates. Elections should be held at least once a year or at the discretion of the Explorer Advisor. At least one month written notice should be posted before elections. If possible, phone calls will be made to give notice.

7100.180 Duties of Officers

Explorer officers are designated with a white stripe running the length of the helmet along the top.

Explorer Captain will be appointed by the Explorer Advisor on a rotating basis. The Captain will oversee all Explorer events, meetings and functions. The Captain will conduct the business meetings; supervise duties of other Explorer officers. The Captain will coordinate recruiting and recognition of Explorer members. At an emergency incident with multiple Explorer members, the Explorer Captain will report to the Advisor as a representative of all Explorers on the scene. Explorer Captain must be Level II compliant.

Explorer Lieutenant will be responsible for records of attendance and training. The Lieutenant will fill the duties of the Captain in their absence. The Lieutenant will provide a summary report of Explorer activity each month to be presented at the McCloud Fire Department business meeting. Such report shall include any change in members, awards, training events completed, etc.