FELTON FIRE PROTECTION DISTRICT

STANDARD OPERATING PROCEDURES

ARTICLE: III SOP: 3200

SECTION: 3200 TRAINING

SUBJECT: TRAINING STANDARDS AND EXPECTATIONS

PURPOSE: To provide Fire District personnel with a standard for training to ensure all personnel are properly trained to perform the tasks and duties of a fire fighter.

SCOPE: All personnel.

PROCEDURE:

STANDARDS

1. The Fire Chief will be the designated Fire District Training Officer. The Fire Chief may delegate the duties, as needed.
2. The Fire Chief or his/her designee will coordinate the training activities of the fire district.
3. CA State Fire Marshal, National Interagency Fire Center, IFSTA Standards for Firefighting, Jones and Bartlett Fundamentals of Firefighting Skills are the training sources used for fire district training.
4. The Fire Chief or his/her designee, will keep training records to include but not limited to the following:
   1. EMT Basic and optional skills certificates
   2. Weekly drill summary. Topic, attendance, instructor
   3. Training drills and outlines
   4. Specialty certificates: FF1, SFM classes, BFFA certificates, any other fire service related courses a Felton fire fighter may have taken and completed.
5. Training to a standard ensures, a) All personnel are trained properly and to the latest, best practice techniques, b) Provides a measure of performance to be judged by, c) Allows for consistent training of all personnel.

TUESDAY DRILL

1. Weekly training drill will be held on Tuesday’s at 1900 hours. This will be the standard time and day of the week for training
2. Additional training may be scheduled as needed on any other day of week and time of day as needed to accommodate the training topic and personnel schedules.
3. All personnel are expected to attend drill. Absence from drill is allowed for special circumstances, such as, family birthday’s and anniversary’s, work, illness. The Fire Chief or his/her designee should be informed of the absence prior to the drill.
4. Prolonged absence from drill is unacceptable. Training is critical and all personnel must make every effort to attend and participate in training drills.
5. Prolonged absence is reason for termination.

COUNTY TRAINING OFFICERS

The Fire Chiefs Association of Santa Cruz County has a Training Officers Section (TOs). The TOs have developed a training guide for various fire ground hose evolutions. Felton Fire district will use this guide as the fire districts standard for these hose evolutions and will train to meet the expected time standards for each hose evolution.

The TOs often host classes and training drills. As Felton Fire District has personnel available to attend, the Fire District will participate in the classes and training drills.

NEW HIRE TRAINING

1. A newly hired Felton Firefighter will attend the County’s Basic Fire Fighting Academy (BFFA). Generally, the BFFA is held in the months of February to May.
2. All newly hired personnel must successfully complete the BFFA. Any personnel failing to complete the BFFA will not be offered a fire fighting position with Felton Fire District.
3. If a new hire has had training prior to being hired at Felton and has the certification to prove the training, the BFFA will not be required. This new hire will be given training at Felton Fire for familiarization with our equipment and will be required to perform a skills test. If this new hire fails the skills test, then the BFFA may be considered for this new hire.

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