

# Memo

**To:** ALL VOLUNTEERS  
**From:** R. YOUNG  
**cc:** CHIEF SMITH  
**Date:** December 28, 2015  
**Re:** VOLUNTEER DRILL ATTENDANCE

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From time to time the question of what constitutes meeting the required training standards for maintaining active volunteer status, this is to clarify this issue:

Department Standard requires ALL active volunteers (suppression qualified/NOT on LOA) to attend a minimum of 3 drills per month, 12 within a quarter.

Drills are **NOT** other training events, **NOT** recruit academy, **NOT** EMT school\*, **NOT** training at your station on your own during shifts or other times! Drills occur on Thursday nights, and during the day on Wed and Thursday morning and afternoons. **NO OTHER events will be accepted as meeting the district standards for drill attendance.** *(\*EMT School students are allowed to use Open Drill- 1<sup>st</sup> drill of the month and the drill immediately prior to mid-term and finals for EMT school studies/practice. This will be considered as drill and be counted towards required minimums provided proper documentation is completed. EMT students must attend all other drills and complete all quarterly required training SCBA/fit testing Etc.)*

Drill attendance that falls short of the required minimum standards will result in disciplinary action up to including termination. State L&I has set minimum required training areas and has provided a month by month break down of required topics, these are built into the training schedule, failure to attend Drill means you are not meeting state required training standards and subjects the agency to fines and other legal actions.

No one makes all drills but constantly meeting attendance minimums is a requirement to remain an active volunteer, better accounting of attendance will occur in 2016 and so this needed to be clarified to all personnel. During months where holidays interfere with drills we do take that into consideration and reduce the required drills, which make regular drill attendance even more important.

To help personnel meet these minimum standards I am considering running extra drills quarterly, primarily consisting of state required items and specific new district training items. These would be a way for personnel who have occasionally miss regular drills to make them up at meet the minimum standard. This would occur one week night and one week end day

allowing up to 3 drills to be made up. This is an additional burden on myself and an additional cost to the district but we do understand that life comes with many responsibilities and some times those may conflict with your volunteer fire fighting.

HOWEVER, the responsibilities of being a fire fighter include being well training and prepared to provide a minimum standard of service to the public that provides you with the opportunity to serve and gain the status and potential employment opportunities that come with being a volunteer fire fighter. If you have any question regarding the district standard on drill attendance please contact me.