

## **Falmouth Fire-EMS Operating Guideline Junior Member Program**

### **Objective:**

To provide guidelines for membership of Falmouth Fire-EMS as a Junior Member (16 and 17-year-old members)

### General Information:

The Falmouth Fire-EMS Department Junior Member Program is designed to recruit, train and develop responsible youths for service in the department. This policy sets forth the guidelines and expectations for governing this program to ensure effective oversight and success. All junior members must be at least 16 years old at time of hire.

### **Guidelines:**

#### Criteria

The prospective Junior Member will meet all of the following requirements:

1. Minimum age of 16 years old. Proof of age is required.
2. Must complete the department application.
3. Must submit written permission by parent / legal guardian to participate in the program (found on the application).
4. Must be a student in good standing with two written letters of reference by school administrators / teachers.
5. Must have consistent academic achievement and maintain a minimum of grade of C in all courses.
6. Must have clean driving and criminal records.

#### Interview Process

Each prospective junior member will be evaluated for acceptance into the program. The evaluation will include the following:

1. The prospective junior member and parent / legal guardian will meet with department Deputy Chief(s) to discuss the expectations of the participant and the department.
2. The prospective junior member will have a pre-employment physical performed by a department-chosen physician at the expense of the department.
3. The driving record and background check will be performed.

### Appointment

Once the application, interview, and background are complete, the Fire Chief will appoint the prospective junior member as a new junior member.

1. The new junior member will be appointed as a probationary firefighter or EMT. The new junior member will be assigned a Company and given a Lieutenant who will serve as the immediate supervisor.
2. The new junior member will be given a start date.
3. After the junior members attends 3 training sessions, the new junior member will be issued appropriate gear and equipment sufficient to complete assigned duties including a helmet shield that appropriately identifies the member as a Probationary Firefighter/EMT.
4. The new junior member will keep issued gear at the Fire Station.

### Ongoing Evaluation

In order to ensure the effectiveness of the program, the following must be completed by the Chief:

1. Obtain from each junior member an official copy of each quarter's report of the student's grades to ensure that minimum grade expectations are met.
2. Obtain via Falmouth Police an updated report on the junior member's driving record.
3. Obtain an oral report from the respective Company LT on the progress of the junior member.
4. Any violations of the conditions set forth in this policy will be reviewed by the Chief Officers of the Department and depending on the severity of the violation, the junior member may be warned, suspended or terminated by the Fire Chief.

### Duty Restrictions

Falmouth Fire-EMS follows the Maine Department of Labor (DOL) standards for employment of members who are 16 and 17 years old. The following is taken from the Maine DOL website:

[http://www.maine.gov/labor/workplace\\_safety/youngworkerrules.html](http://www.maine.gov/labor/workplace_safety/youngworkerrules.html)

Minors who are Sixteen and Seventeen **MAY:**

- Ride as a passenger in the cab of a fire truck or in an emergency vehicle.
- With proper training, fight ground fires when they are directly supervised, except ground fires which involve an existing "Crown Fire" exposure.
- Perform patient care (for which they are licensed) in an emergency vehicle or at the scene of an accident or other emergency.
- Attend and take part in supervised training.
- Participate in fire department functions within the rehabilitation area of an emergency scene. This could include setting up the engine, assisting in

water supply efforts, and other support functions, which do not expose the Junior Firefighter to hazardous areas or atmospheres.

- Pick up hose and clean up at the fire scene after it has been declared safe by the Incident Commander.
- Enter a structure only when accompanied by an adult firefighter once the structure has been determined safe by the Incident Commander.
- Perform search and rescue activities, other than structural firefighting.
- Operate a fire pump located outside the danger zone at the direction of the Incident Commander.
- Use pressurized hose lines if properly trained, under the direction of an Incident Commander, and out of the danger area.

Minors who are Sixteen and Seventeen **MAY NOT:**

- Perform fire suppression involving structures or vehicles.
- Drive fire department or emergency vehicles.
- Respond with operating red lights (drive any vehicle, including their own car with attached operating red lights) to the scene of a fire or emergency.
- Perform firefighting "overhaul" activities (except when the structure has been declared safe by the Incident Commander and then only with adult firefighter).
- Respond to Hazardous Material events (except for support functions within the cold zone).
- Perform any activity, except training, which involves the use of self-contained breathing apparatus.
- Participate or assist in any extrication activities at the scene of an accident or emergency, except in the capacity of a support function.
- Participate in any activities at the scene of an accident or emergency where fire is involved, unless they are performing support functions from outside the danger area.
- Participate in actual "ice rescue" activities but may provide assistance within any designated rehabilitation area or as a support member on dry land only.
- Direct traffic at the scene of a fire or other emergency.

There are additional restrictions set forth by Falmouth Fire-EMS. Junior members **may not**:

1. Be issued red light permits
2. Respond from school during normal hours of operation for emergency calls
3. Be excused from school during normal hours of operation for emergency calls unless scheduled as part of the joint Falmouth High School / Falmouth Fire-EMS Department EMS work-study program.
4. Be at any fire station without advance approval of an Officer unless there is an emergency call or official department training class ongoing.
5. Respond to an emergency call after 10 pm or before 7 am.
6. Be at the station before 7 am or after 10 pm.
7. Respond to incidents in their personal vehicle.
8. Respond to incidents on the limited access highways (Maine Turnpike (I-95), Turnpike Spur, or Interstate (I-295))
9. Remove PPE from the Fire Station without advance approval of their company officer.

These guidelines may be changed or altered by the Fire Chief at any time.