





Scotts Valley Fire Protection District	
POLICY: 510	SUBJECT: Paid Call Firefighter (PCF) Duty Statement
DATE APPROVED: 10/10/2018	
BOARD PRESIDENT: 	FIRE CHIEF: 

Policy 510: Paid Call Firefighter (PCF) Duty Statement

The Scotts Valley Fire Protection District PCF's supplement the District's regular career Firefighters on emergency incidents and in community service activities.

The following requirements must be maintained for a PCF to remain in good standing:

1. Attend and participate in fires, other emergencies, training exercises, public education and other activities as required.
2. Maintain a valid Class C or higher, California Driver's License.
3. Abide by all applicable District Policies and Procedures.
4. All PCF's shall reside within a fifteen (15) mile travel distance to the SVFPD headquarters station. The Fire Chief shall have the authority to extend the 15-mile travel distance requirement if the extension does not adversely affect a reasonable travel time.
5. PCF's are required to maintain a telephone or mobile phone and apprise the SVFPD of the number and any address change.
6. In the event that a PCF is a member of another Fire Agency, said PCF shall treat SVFPD as their "Priority" agency. The other Fire Agency's activities and requirements shall not infringe, nor impair the PCF's ability to fulfill their responsibilities and obligations to SVFPD.
7. PCF's shall meet the physical, mental, and moral standards that are required of the full time paid personnel outlined in SVFPD policies 800, 802, 803, 804, 805, 806, 807.
8. After the initial Candidate medical screening, all follow up medical examinations shall be conducted on the cycle identified by the SVFPD Standard Operating Procedures, which is consistent with "PCF/Volunteers".
9. PCF's are required to attend a minimum of 80% of the regular training sessions.
10. All newly appointed PCF's shall be required to attend two (2) twelve (12) hour shifts each month during their first six (6) months of employment between the hours of 0700 to 1900 hours. After the six month period, the PCF will assume the normal schedule shifts.

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11. PCF's shall attend required training sessions and shift schedules as follows:

- The *first* Tuesday of every month. The hours will be 1900 to 2100 hours.
- One single 12 hour shift on a bi-monthly basis, assigned as a Firefighter supplementing the staffing of an on-duty-company, between the hours of 0700 and 1900 hours.
- The *third* Saturday of every month. The hours will be 0900 to 1200 hours.

12. All newly appointed PCF's will be on Probationary Status for a period of one year from the date of academy completion.

13. All PCF's must successfully complete Firefighter Proficiency written and manipulative testing in order to pass probation. Failure to do so will result in termination.

14. All PCF's must pass annual Firefighter skills proficiency testing. Failure to do so will result in termination.

15. PCF's unable to attend a scheduled training session will notify the on duty Company Officer at Station One, 24 hours prior to drill, or as soon as possible. Missed training must be made up and will be coordinated through the program manager. Failure to make up missed drills and training will result in termination.

16. The PCF group shall obtain the approval of the Chief prior to carrying out any activity or social function.

17. PCF's are paid an hourly rate (refer to the Publicly Available Pay Schedule). PCF payroll will be processed and paid every four weeks.

18. PCF's will receive the following benefits paid by the District:

- Life /Accidental Death and Dismemberment Insurance.
- Wage Protection Insurance.
- Twenty-four (24) hours of sick leave as required by California State Law.

19. PCF's must maintain a "clean" driving record to be insured by the District's liability insurance carrier. The determination of the insurability will rest with the insurance carrier in consultation with the Fire Chief.

20. PCF's will be issued appropriate station wear uniforms, safety clothing and PPE as per Standard Operating Procedures.