

Coldspring Excelsior Fire and Rescue
Standard Operating Policies
6565 County Road 612 NE
Kalkaska, MI 49646

Section 1.8

1. APPLICATION

- a. A person shall make written application to an CEFR officer.
- b. The Chief of CEFR reserves to right to a personal interview.
- c. Upon completion of the application, the prospective member shall be voted on by the present members of department at the first meeting of the month, (considered the general or business meeting at which a quorum must be present
- d. Once accepted by the department membership
- e. The applicant must also be voted on and approved by the CEFR fire board to obtain membership.
- f.

2. A successful applicant being voted affirmative by the members of the department and being approved by the CEFR fire board shall be conserved a probationary member.

- a. Membership shall provide an unanimous vote for approval
- b. Membership that votes negative on a new member application shall provide valid reason for the negative vote
- c. Final acceptance of the negative vote is decided by the officers board
- d. Once an application is accepted by the fire department it must go before the fire board presenting the department vote and objections
- e. The fire board decision can override the department vote and has final decision on membership
- f.

3. Once accepted

- a. A probationary member is for a term of a minimum of six calendar months
 - b. With in this term the new member shall show that they are capable of handling the duties of a member in good standing by attending training sessions, meeting, calls and ect.
 - c.
4. A new probationary member or member that has been put on probation
- a. Shall be permitted to perform only duties that the officer in charge has authorized at only the time of authorization
 - b. Shall not be permitted to perform any duties that they are not certified or authorized to perform
 - c. Shall report to the officer in charge of any meeting, training, calls
 - d. Shall respond to all department calls using following posted speed limits and laws
 - e. Shall not use emergency lights and sirens or any other emergency type device
5. New members shall be issued the following equipment
- a. Hood
 - b. Gloves
 - c. Boots
 - d. Helmets
 - e. Pants
 - f. Coat
 - g.
6. Personal applying for application to the department shall:
- a. Have a valid Michigan drivers license with no more the 6 points for driving offences
 - b. Reside in the department primary response area Townships of Coldsprings and Excelsior, Oliver, and parts of Orange and Rapid River
 - c. Not be a member of any other surrounding fire department

7. Persons joining CEFR may be permitted to act on duties in which they are licensed or certified for upon verification of such and approval by the officers board and Fire Officers, may be permitted to act at there license level during there probationary period if they:
 - a. Served as members of another departments within the state of Michigan
 - b. Have current state of Michigan certification, licenses or medical control authority approval
8. Upon completion of a new member's probation period of six months the probationary member shall be again voted on by the members, officer's board and CEFR fire board for final approval as a full member.
9. A new member and all members shall have two calendar years from the date of membership application to take and obtain certification through a state certificated course for:
 - a. a driver's certification course
 - b. state certified certification for Michigan Firefighter One course
 - c. Michigan First Responder or EMT Course and Michigan state license.
 - d. The new member shall complete at a minimum the driver certification and either a EMT/MFR or FF1 course within the first year of membership with the other to be completed with second year.
 - e. Although active members may specialize in specific areas calls (ie: medical, rescue or fire type calls) this doesn't relive the new member from the training requirements of CEFR.
 - f. In the interest of having the required amount of personal for EMS type calls a member may apply to the officer of the department for a variance on the FF1 training as long as all the actual respond to calls where ambulance and/or rescue operations are needed.

- g. If within the two year time frame the classes have not be available within the local area (Kalkaska or surrounding counties) the member shall participate in the next available class
- h. When a member fails to obtain the required certification and or licenses within the appropriate time frame the membership for CEFR may be revoked.