

III. Training & Education



DRAFT

The development and delivery of training is based upon the operational and administrative needs of the District.

Goal: Provide and effectively deliver current and applicable training and education to all members to ensure all District responders have the knowledge, skills and abilities to perform their job function safely and effectively.

Objective: Training will be adapted to reflect the changing operational and administrative needs of the District.

Objective: Training and education are a top priority for all members to ensure competency, safety and effectiveness.

Objective: Ensure that all members receive quality instruction with all necessary equipment and within adequate timeframes.

Objective: Support and encourage development of new training programs and supporting education as necessary to address change incident readiness & response (“IR&R”) needs.

Strategies:

COORDINATION AND SUPPORT: This program is one of the team of programs that collectively work to achieve the District’s mission. It is expected that through policy direction, communication and coordination it will support these mutual efforts in an efficient and effective manner. The District programs include:

- Finance and administration (Fire Chief & District Secretary);
- Incident Readiness & Response (Assistant Chief);
- Facilities & Equipment;
- Community Outreach & Communications;
- Health & Wellness; and
- Training & Education.

RESPONSIBILITY: Fire Chief and program level managers.

FREQUENCY: Annually during the budgeting process, monthly coordination with individual and joint coordination meetings (e.g. program meetings with the Fire Chief and Assistant Chief-Battalion Chief meetings) and as needed.

TRAINING DELIVERY: The development and delivery of training and education will be based upon the operational and administrative needs of the District and be provided in a coordinated and tiered fashion:

- The Battalion Chief (“Training Officer”) in charge of the program is responsible for the development and standardization of the training curriculum;
- The Training Officer and training staff should annually review the District’s Training and Education program with any changes being communicated to stakeholders (primarily training staff) to ensure standard delivery and evaluation across the organization;

Training is managed in a tiered fashion across the District's organization of a three platoon deployment.

- The Training Officer shall supervise assigned staff to assist in his/her functions as well as deliver the approved training curriculum. This includes scheduling, documenting and ensuring students effectively obtain the curriculum;
- Training delivery staff shall be properly trained themselves and equipped with necessary tools and supplies. Qualified assigned staff shall receive supplementary compensation to perform these functions;
- Curriculum for emergency medical services ("EMS") training shall be coordinated with the Thurston County Medical Program Director and the Thurston County Medic One organization; and
- A member's supervisor is responsible to ensure that each member receives required training and has achieved desired competency levels. Focus should be placed on continued refinement of internal member probation processes to ensure competency standards.

RESPONSIBILITY: Training Officer, training staff, District managers and supervisors, Thurston County Medic One and Medical Program Director.

FREQUENCY: Ongoing with regular review and adjustments.

TRAINING STANDARDIZATION: The District is committed to promoting standardized and inter-operable training both internally and externally:

- The Training Officer should actively participate in joint efforts for standardized and interoperable fire-based and EMS training with other area service providers;
- Fire-based training will be developed, refined and delivered internally utilizing the structure currently in place. Specific emphasis should be placed on improving standardization of training delivery and evaluation metrics across the organization's units (basically three platoons);
- Discrepancies must be identified and addressed by the Training Officer with compliance expectations being clearly defined and documented for training staff (through the Performance & Development Plan process);
- Continued county-wide coordination of and participation with the EMS ongoing training & evaluation process ("OTEP") training will ensure interoperability for basic life support and assistance with advanced life support efforts;
- The District should consider participation in local, regional and countywide training models to improve interoperability, communications and trust with and among other service providers; and
- The District supports a cooperative training effort that could include programmed annual and quarterly training curriculum, shared use of facilities, staff and tools and operate similar to the existing EMS OTEP program.

RESPONSIBILITY: Training Officer, supervisors, county training officers.

FREQUENCY: Ongoing.

TRAINING FACILITY: The District should further develop the training facility (old Station 8-1) in order to ensure members can train on all fire-based skills while remaining in the District:

- This should include a training facility capable of safely practicing all potential fireground operations such as interior fire attack, search & rescue, ventilation and emergency "may-day" procedures (except for live-fire);
- This should also include capable of initial driver training, vehicle extrication, forced entry, ground ladders, and roof ventilation procedures;
- Consideration should be given to creating an on-site water supply (or providing for water supplies at other locations such as Station 8-3)

The District is committed to promoting standardized and inter-operable training both internally and externally.

RESPONSIBILITY: Training Officer, training staff, District Facilities & Equipment program.

FREQUENCY: Annual business planning process.