

**Board of Fire Commissioners
LINDENWOLD FIRE DISTRICT No.1
Monthly Board Meeting Minutes**

Meeting Date: May 17, 2021
Meeting Place: Fire Administration Building
Meeting Called To Order: 7:30pm
Members of Board Present: **Chairman** – Clifford Ruth
Vice Chairman – Richard Paul
Treasurer – Wayne Hans
Secretary – Frank Weindel
Commissioner – Tamara DeLucca
District Clerk – Tiffany Beach
Solicitor – David Capozzi

Salute the Flag

Sunshine Law – Comm. Ruth

In accordance with the NJ Sunshine Law this meeting has been properly advertised and is open to the public. The public portion will follow the regular business of the Board.

Roll Call Commissioners – Comm. Ruth

All present.

Minutes of the Previous Meeting – Comm. Ruth

Motion made by Comm. Paul seconded by Comm. Weindel to approve the re-organization meeting on May 4, 2021 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it. Comm. Hans & DeLucca abstained.

Motion made by Comm. Paul seconded by Comm. DeLucca to approve the April 26, 2021 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

Correspondence – Cl. Beach

Cl. Beach: On May 1st I mailed out the 2nd round of 2021 Fire Safety Registration Invoices.

Treasurer’s Report – Comm. Hans

As of May 17, 2021

| | |
|-------------------------------|--------------|
| TD Bank General Checking | 234,295.83 |
| TD Bank Money Market Account | 1,071,659.00 |
| TD Bank Money Market Capital | 2,564.85 |
| TD Bank Payroll Checking | 9,163.45 |
| TD Bank LEA Dedicated Penalty | 5,576.36 |
| TD Bank LEA Trust Penalty | 16,073.52 |
| Petty Cash | 200.00 |
| Total Current Assets | 1,339,533.01 |

Motion made by Comm. Paul seconded by Comm. DeLucca to accept the Treasurer’s Report as read. Any questions? (hearing none) Roll call vote, ayes have it.

Payment of Bills – Comm. Hans

Comm. Hans: In front of you, you have a list of 39 bills totaling \$33,814.59

Motion made by Comm. Paul seconded by Comm. Weindel to approve the payment of bills.

Any questions? (hearing none) Roll call vote, ayes have it.

COMMITTEE REPORTS

Administration / Personnel – Comm. Ruth

Comm. Ruth: I do know there is another district meeting on the 1st Saturday in June, I believe it is a Zoom meeting.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for April 27- May 17, 2021 was read aloud, a copy is attached to the minutes. Yours in Fire Safety, Fire Official Timothy Shannon.

Apparatus – Comm. Ruth

Comm. Ruth: I do believe the PM's have been started. Firefighter One sent someone new and they did not notify anyone about it. As far as the other apparatus, Old Sqrut 6331, it has been sold, we received a check from LaPorte Fire Department for \$85,000. We had approximately \$17,000 in expenditures with the truck including the \$8,500 to Brindlee. We made around \$67,000 on the sale, pending I get the report back from the Ladder testing. They came out last Friday to pick it up. Special thanks to Chief Beeler who made numerous trips to Houperett. When LaPorte was here the last time, it sprung a radiator leak which added a \$2,700 bill to us. Special thanks to Chief Engineer Ray McManus who was up here the day the truck was sold and handled the issues that happened that day. Everything else is in service. I ordered the Chief's vehicle and approved the lettering. Unfortunately, it will not be completed and delivered until December or January.

Duty Crew – Comm. Ruth

No report.

Budget – Comm. Ruth

No report.

Fire Department Equipment – Comm. Paul

Comm. Paul: We ordered some handheld TICS with a better charging system. The TICS are in; the chargers are not.

Turn-Out Gear – Comm. Paul

Comm. Paul: Five people will be getting measured at B1 tomorrow at 6:30. I also ordered some new helmets and front pieces. The large helmets are on backorder for 22 weeks.

Recruitment / Membership – Comm. Paul

No report.

Fitness Center – Comm. Paul

Comm. Paul: We had padding that needed to be repaired on the equipment and one machine was fixed.

D.G.'s – Comm. Paul

Comm. Paul: We have a few changes to some of the S.O. G's that I would like to adopt in New Business.

Future Projects- Comm. Paul

Comm. Paul: I reached out to an architect and I hope to have some answers before the next meeting.

Communications – Comm. DeLucca

Comm. DeLucca: We have ordered some pagers and batteries.

Computers/ Social Media – Comm. DeLucca

No report.

Assist Personnel – Comm. DeLucca

No report.

Building Maintenance / Grounds – Comm. Hans

No report.

Health & Safety – Comm. Hans

Comm. Hans: One physical has been completed.

Fixed Assets – Comm. Hans

Comm. Hans: We have to remove the Sqrut that we just sold from the fixed assets schedule.

Hydrants / Water – Comm. Hans

Comm. Hans: I did get a response from NJ American Water about the hydrants that need to be repaired and replaced. Once the complete everything I will let you all know.

Training Division – Comm. Weindel

No report

Insurance – Comm. Weindel

No report.

Incentive Program – Comm. Weindel

No report.

Uniforms – Comm. Weindel

Comm. Weindel: All the uniforms are in except a few odd ball items. I will have another measurement in another month or so.

Fuel – Comm. Weindel

No report.

Chief's Report – Chief Beeler

Chief Beeler: The report was read aloud by Chief Beeler; a copy is attached to the minutes.

President's Report – Comm. Ruth

President Wells: Last week I reached out to a company about our back door not locking, I had a company take a look at it. He came and fixed it for free. It was the locking mechanism; it was not locking, it's all fixed now.

Borough of Lindenwold – Councilman DiDominico

Not present.

Solicitor – D. Capozzi

No report.

Resolutions – Comm. Ruth

n/a

Old Business – Comm. Ruth

Comm. Ruth: Any old business? (hearing none)

New Business – Comm. Ruth

Comm. Ruth: Any new business?

Comm. Paul: I would like to make a motion to accept the updated policies?

Motion made by Comm. Paul, seconded by Comm. Weindel to adopt policy directive 1303 for the membership.

Comm. Ruth: Any questions? (hearing none) Roll call vote, ayes have it.

Motion made by Comm. Paul, seconded by Comm. DeLucca to adopt the physical questions and Dr. waiver for the membership.

Comm. Ruth: Any questions? (hearing none) Roll call vote, ayes have it.

Motion made by Comm. Paul, seconded by Comm. Weindel to adopt the changes in operational guidelines 2501.

Comm. Ruth: Any questions? (hearing none) Roll call vote, ayes have it.

Public Portion – Comm. Ruth

Motion made by Comm. Hans, seconded by Comm. Paul to open to the public.

All in favor, ayes have it.

Motion made by Comm. Paul, seconded by Comm. DeLucca to close to the public.

All in favor, ayes have it.

Open to Commissioners – Comm. Ruth

Comm. Hans: Happy Memorial Day and to stay safe.

Comm. Ruth: One thing I forgot to mention when LaPorte was here they did take a few things off the skid in the Engine bay that we were no longer using.

Closed Session – Comm. Ruth

n/a

Adjourn - Comm. Ruth

Motion made by Comm. Weindel, seconded by Comm. Paul to adjourn the meeting at 7:53 pm.

All in favor, ayes have it.

Lindenwold Fire District No.1
Treasurer's Report
As of May 17, 2021

| | <u>May 17, 21</u> |
|-------------------------------------|---------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1000 · CASH | |
| 1010 · TD Bank General Checking | 234,295.83 |
| 1011 · TD Bank Money Market Acco... | 1,071,659.00 |
| 1013 · TD Bank Money Market Capital | 2,564.85 |
| 1020 · TD Bank Payroll Checking | 9,163.45 |
| 1030 · TD Bank LEA Dedicated Pen... | 5,576.36 |
| 1040 · TD Bank LEA Trust Penalty | 16,073.52 |
| 1090 · Petty Cash | 200.00 |
| | <hr/> |
| Total 1000 · CASH | 1,339,533.01 |
| | <hr/> |
| Total Checking/Savings | 1,339,533.01 |
| | <hr/> |
| Total Current Assets | 1,339,533.01 |
| | <hr/> |
| TOTAL ASSETS | 1,339,533.01 |
| | <hr/> <hr/> |
| LIABILITIES & EQUITY | 0.00 |

FIRE MARSHAL'S REPORT

05/17/2021

April 27, 2021 to May 17, 2021

Inspections Completed:

Bethany Baptist Church
Sport Barber Shop
Super 7
Family Financial
Green Lawn Fertilizing
Dr. Genets
McDonalds
Lindenwold High School
Lindenwold Middle School
Lee's Value Cleaners

Pizza Bolis
Meat shoppers
Los Primos
Pike Liquors
Prime Storage
Lindenwold School #4
Lindenwold Board of Ed
Lindenwold School # 5
Lindenwold Pre- School

19

Re- Inspections

Stonington Court Apartments
La Tapatia
Your Fresh Start Solutions
Bienestar Pharmacy
Lindenwold Bd of Ed
Paverart
EFX Race Development
Don Tequila

Virtua Primary Care
Timber Ridge
A & E Construction
Bethany Baptist Harvest Hall
The Landings at Pine Lake
International Welding
Vacuum Sales

15

Complaints Received 0 Imminent Hazard 0

Requested Response 0

Civilian Burn Reports 0

Permits 3

CHIEFS REPORT

4/26-5/17

Calls for service – 63

Clementon-7, Laurel Springs-2, Voorhees-4, West Berlin-1, Berlin -1, Pine Hill-1, Blackwood-1, Gibbsboro-1

5/8 Ladder committee meeting

We ordered equipment and supplies and as they come in it will be distributed and placed in service as needed.

Deputy Chief Polifrone and I compiled the information needed for seeking reimbursement for the Johns Manville incident from April 7th in Winslow Twp. The manpower and apparatus was calculated according to the FEMA guidelines as suggested and we stand to get back \$7548.07. I will advise if and when this is received

COVID 19 orders are being more relaxed as the State announces newer guidelines for the virus. Deputy Chief Polifrone is monitoring the situation daily and we make moves based off recommendations regarding the newest information published by the State

There are several events happening around town that we are being asked to attend. The members are doing everything they can to attend all of these events. The boro will be holding Memorial Day services.

Training-

5/11- Ladder ops

Respectfully submitted

Philip Beeler, Chief.

Minimum Staffing

OPERATIONAL GUIDELINE 2501

Effective Date: 10/01/08

Revision Date: 03/2014, 05/01/21

GENERAL INFORMATION (SUMMARY)

This Operational Guideline applies to all Fire Department responses in the Borough, and all Mutual Aid responses. This Operational Guideline has been written to ensure that a safe and adequate level of staffing be maintained on all Lindenwold Fire Department apparatus that responds to all emergencies.

PROCEDURES

- A. All Lindenwold Fire Department apparatus will respond with a minimum of **3** qualified members to all structure fires, rescues, cover assignments, alarm systems, interior fumes, mutual aid assignments, or any other assignment deemed to be emergent in nature.
 1. **Qualified Member** – New Jersey Division of Fire Safety Firefighter 1 Certification
 2. Response **should** be made with at least **1** member holding a minimum of a New Jersey Division of Fire Safety IMS Level 1 Certification or completion of FEMA Certified I-200 Class. Response can be made should another responding apparatus or responding Chief officer hold the aforementioned certification.
 3. Exceptions to the minimum of three rule:
 - A. Whenever permission is granted via radio by the Incident Commander. Companies with less than **three** qualified firefighters will contact the established Incident Commander via radio for authorization to respond to the scene.
 - B. For in town responses, after **6** minutes with no response from any companies or only minimum companies responding. **Never** on Mutual Aid.
 - C. Utility and Air Cascade units can respond with a minimum of **2** members, a full crew is desirable.
 - D. On **assignments** where more apparatus is needed and not so much manpower to perform water supply tasks or utilize equipment. **THIS RULE APPLIES TO IN TOWN RESPONSES AND AUTOMATIC AID RESPONSES (ALLIANCE) ONLY!**
 - E. A Lindenwold Fire Department Line Officer has authorized the understaffed response.
 - F. Understaffed apparatus responding on emergency calls will arrive **2nd Due** or later.
 4. On arrival at the fire ground the Officer should confer with Incident Commander (face-to-face) and relay available resources for assignment.

5. Use of under-staffed companies:
 - A. Additional scene personnel
 - B. Support activity
 - C. Water supply
 - D. Special assignments other than additional responses

- B. Calls deemed **non-emergent** may be responded to with less than 3 personnel when appropriate time has been given for all responders to assemble (**6 minutes from dispatch**) and the incident may be safely handled with a reduced staff (i.e. wires down, dumpster fire, etc.)

- C. **R.I.C. (Rapid Intervention Crew) Assignments** – Squad 63 is the primary R.I.C Company for multiple mutual aid departments. (Gibbsboro, Waterford, and Pine Hill, etc.) Response to R.I.C. Assignments will be made with no less than **4 R.I.C. Qualified Members**. (Refer to the R.I.C. Training Guideline for further on qualification)

PERSONNEL SHALL BE QUALIFIED TO PERFORM THE TASKS OF ALL RIDING POSITIONS OF THAT COMPANY AND ALL THE TASKS REQUIRED OF THAT COMPANY. REQUEST THE ALARM ROOM DISPATCH TASKFORCE 63 SHOULD THERE BE ANY QUESTION ON WHETHER STAFFING IS SUFFICIENT.

Lindenwold Fire Department

2201 Bangor Ave, Lindenwold NJ 08021

856-346-0935

Doctor:

In accordance with New Jersey State Law, we are required to ensure that our members are physically capable of performing the duties that they are assigned. The below member has been assigned as a Fire Police Officer with the Lindenwold Fire Department.

Listed below are some real-life examples of what a Fire Police Officer may be required to do on a regular basis.

As part of a fit for duty evaluation, we are requesting that you review the job tasks below and indicate which job duties you are clearing the individual to perform.

At the bottom of this document kindly sign, date and provide the information requested and return to the Lindenwold Fire Department address below.

If you have any questions, please contact us at 856-346-0935.

Name and title of member being evaluated

Date of Evaluation

FIRE POLICE OFFICER: The following are examples of work that a Fire Police Officer may be required to routinely perform. As such, the evaluating physician must initial that the Fire Police Officer being evaluated can physically perform all duties so indicated. A Fire Police Officer may not return to active duty until he or she is cleared to perform all functions listed below.

_____ Ability to walk without the use of device such as a cane, crutches, etc.

_____ Ability to hear and understand radio or direct communication.

_____ Ability to enter and exit an SUV without assistance.

_____ Ability to stand for long periods of time in varied conditions of heat, cold, moisture and darkness.

_____ Ability to drive a fire department SUV with emergency personnel on board to the scene of an emergency following a predetermined route or selecting an alternate route while monitoring radio communications and taking orders from a crew chief.

_____ Ability to perform physical activities such as lifting equipment weighing approximately 30 pounds or more and carrying this equipment for a distance of approximately 100 feet over in varied conditions of heat, cold, moisture and darkness.

_____ Ability to move quickly in an emergency (such as to avoid an oncoming vehicle).

NOTE: The examples of work are for illustrative purposes only. This position may not perform all of the duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

Physician Name and Title (Please Print)

(Date)

Signature

Telephone Number

Address, Street, City, Zip Code

MEMBERSHIP

Policy Directive 1303

EFFECTIVE DATE: OCTOBER 1, 2008

REVISION DATE: 03/2014, 10/2017, 04/2018,05/2021

Objective

In order to provide a uniform and comprehensive system for matriculating new members into the Lindenwold Fire Department, the following procedures for application, acceptance, attendance, indoctrination and assignment of duties are established.

Definitions

General Requirements-Eligibility for Application and Entry Level Service

Applications-Formal process for requesting opportunity to serve and flow chart outlining phases of application process.

Recruit/Probationary-New Member to organization. Recruit status exists through all phases of indoctrination, including the completion of Firefighter I.

Investigation/History-Formal process of validating potential candidates' credentials and eligibility status.

Physical Examination-Medical clearance for "Fitness for Duty" as determined by a physician.

Approved Application-Those applicants who meet the minimum entrance requirements as specified by the Board of Fire Commissioners.

Denied Application-Those applicants who fail to meet the minimum entrance requirements as specified by the Board of Fire Commissioners.

Classifications of Membership

- Recruit Junior Firefighter
- Recruit Firefighter
- Firefighter - Active Status
- Firefighter - Inactive Status
- Support Firefighter
- Fire Police

Training Requirements-Minimum level of training required for each respective classification for continued service.

Resignation-Voluntary termination of service.

Termination-Involuntary removal from the Fire Department for cause such as failure to maintain minimum training requirements; failure to return to active duty within the prescribed time from a leave of absence; failure to notify the Department after moving to a new place of residency - outside of reasonable response distance; failure to complete prescribed recruit and indoctrination training specified for new members; and violations of the Department's Rules of Conduct as specified within the Discipline Code.

Roster-Approved registry of members by Line Number per station.

Line Number-member's identification number for documenting and recording service.

POLICY

It shall be the policy of the Lindenwold Fire Department to accept only those new members who meet the minimum eligibility requirements for entrance as specified by the Board of Fire Commissioners through this Policy Directive. It is further the policy of the Board of Fire Commissioners that members are required to maintain all Training Requirements, as specified by the Training Division, for continued duty based on classification of membership.

General Requirements

The following requirements exist for eligibility:

- **Must be at least 14 years of age for Junior and 18 years old for Firefighter.**
- Must complete and submit a Departmental Application Package.
- Must possess a valid New Jersey State Driver's License if applicable.
- Must have no convictions for criminal activity.
- Must meet all requirements for continued active service as specified by the Board of Fire Commissioners.

1) Recruit Firefighter - Junior Firefighter Member

Candidates who are under 18 years old are eligible to join a fire company as a "Junior Firefighter". The Junior Candidates will be split into 2 groups. Candidates who are a minimum of 14 years old up to 15 years old will be classified as a Junior 1. The role of the Junior 1 is that of an observer, with activities governed by Federal, State and Departmental rules and regulations for minors. Junior 1 shall be considered in a training/learning/observing mode until reaching the age of Sixteen (16). On their 16th birthday, Junior 1 will be promoted to Junior 2. The role of the junior 2 firefighter is that of an apprentice, with activities governed by Federal, State and Departmental rules and regulations for minors. Junior firefighters shall be considered in a training/learning/observing mode until reaching the age of eighteen (18). Upon attainment of the age of 18, a Junior Firefighter will complete the background investigation of the application process. The training and participation levels are as specified by the Board of Fire Commissioners, through the Training Division. Within the application package, applicant must present signed parental consent forms, one for membership in general and the second form is for consent for a medical examination/drug screen for fitness for duty. Applicants are subject to the same indoctrination/orientation procedures for all new members.

Junior Firefighters are routinely NOT permitted to:

- Wear SCBA or enter a structure on fire or perform any firefighting.
- Operate within or near any hazardous environment, interior or exterior or be exposed to any hazardous atmospheres or conditions.
- Operate a charged hand line larger than 1.0" in diameter.
- Operate on Aerial Apparatus - Training/Emergency or Otherwise.
- Operate on Ground Ladders or Roofs of Structures or above grade.
- Operate below grade/confined space operations.
- Operate any portable power/hydraulic tools, torches or flame producing devices.
- Sleep in fire stations.

- Be in fire stations after 2200 hours weekdays/2300 hours Friday, Saturday or Sunday.
- Participate at any level without the permission and supervision of an officer/supervisor.
- Operate above or beyond the standard of training and authorization.

Junior Firefighters will be assigned to an officer to whom they report to directly. This officer shall inform the Chief and the Deputy Chief in writing any changes in the status of membership and or issues that may arise with the member.

2. Firefighter - Active Status

Active Firefighters are personnel who have met, and continue to meet, all mandatory and performance standards for continued service. Firefighter's primary responsibilities are the physical activity of fire suppression and rescue inside buildings/structures on fire. These personnel are trained and certified in the use of Self-Contained Breathing Apparatus, receive medical clearance for fitness for use for respiratory protection, have been fitted for and assigned a personal SCBA face piece and be expected to pass annual proficiency examinations for continued service. The Department also mandates annual Right-to- Know and Infectious Disease Control training for all personnel. These considerations exist within the annual drill and training parameters. Firefighters are required to enter and operate within hazardous environments, to the extent of their training and appropriate levels of Personal Protective Equipment (PPE), for the purposes of rescue, incident mitigation or other specified activities. Active firefighters must maintain 40% attendance of all fire calls drills and activities to remain as such (Life members must maintain a 20% attendance in order to be able to be considered an active firefighter)

3. Firefighter - Inactive

Any firefighter who fails to maintain the minimum training and certification standards; by missing any of the annual regulatory training lessons, or who falls below the minimum 40 % attendance requirement will be reassigned to the "Inactive" roster. The Training Division will be responsible to advise the Chief of any member not maintaining the minimum training by written memorandum. The Chief will complete and distribute a report to the Board of Fire Commissioners indicating the member is inactive. Personnel who become inactive must return all fire department property, including pagers, protective clothing and badges to their Captain or Chief Officer. Personnel transferred to the inactive roster are restricted from riding/participating and may request to return active by executing the following:

- Inactive member makes request to the Chief return to active status.
- The Training Division will determine what training requirements are needed to return to active status.
- The Training Division will confirm by written memorandum with the Chief what Training is required and for the Chief to reissue PPE, equipment in order for the member to participate in training.

- Once the member attends the necessary regulatory training lessons, the Training division will confirm this to the Chief via written memorandum.
- The Chief will complete a report and submit it to the Board of Fire Commissioners and the Training Division indicating that the member has returned to active status.
- If tenure of inactive status exceeds 1 year, individual will be required to receive a medical clearance for fitness for duty.

4) Support Member /Fire Police- Active

Support member/Fire Police are recognized as trained and certified as regular Active members but are on their own admission not engaging in active Firefighting. They must maintain their mandatory training and attendance just the same. They may drive apparatus, operate rescue equipment where needed and engage in non-structural firefighting activities. Active Support /Fire Police members must maintain all training as prescribed for their titles but shall submit in writing to the Chief that they will not engage in interior Structural firefighting and must maintain 40% attendance of all fire calls drills and activities to remain as such. Life members must maintain a 20% attendance in order to be able to be considered an Active Support /Fire Police member.

Response (Support Firefighters) - Support Firefighters may respond on fire apparatus in the fifth & sixth riding positions, provided that "Firefighters" are not available for those riding positions. They may drive support vehicles, where authorized and designated, provided that they have received proper training/certification as a driver. Support Firefighters are not authorized to perform the functions assigned to the fifth and sixth riding positions. They will only be authorized to participate to the levels specified above.

Eligibility-Support Firefighter is not an entry-level membership classification. To be eligible for Support Firefighter, an active firefighter/member must meet any one of the following criteria:

- a. Have served at least ten (10) years as an active "Firefighter" prior to making such request
- b. Have reached the age of fifty-five (or older)
- c. Have developed a medical condition that precludes the individual from performing the duties of "Firefighter", however, would allow performance as a Support Firefighter. Any active firefighter who is eligible for a change in status to Support Firefighters, and desires to make such a change, may do so by making a written request to the Chief. In the event a member has developed a medical condition that would make them change their status from active firefighter to support member, the member must have a clearance for duty -job description checklist completed by a physician and returned to the Chief in order to respond.

Training Requirements - Support Firefighters will be required to maintain annual certifications and attend monthly drills, as specified by the Training Division, in order to serve the organization in this capacity.

FIRE POLICE- Must maintain the mandatory training and attendance. They may drive apparatus where needed and engage in non-structural firefighting activities. In the event a member has developed a medical condition that would make them change their status from active firefighter to Fire Police, the member must have a clearance for duty -job description checklist completed by a physician and returned to the Chief in order to respond. Members may be issued turnout gear or be given specific protective outerwear as prescribed by the Department.

Active fire police members must maintain all training as prescribed to maintain status as an active fire police member. Active members must maintain 40% attendance of all fire calls drills and activities to remain as such. Life members must maintain a 20% attendance in order to be able to be considered an active member.

NOTE - Inactive Status

Any Support member/Fire Police who fails to meet the minimum training, attendance (40%) and certification standards established for the position will be reassigned to the "inactive" roster. Personnel who become inactive must return all fire department property, including; pagers, personnel protective equipment and badges. Personnel transferred to the inactive roster are restricted from riding/participating in emergency incidents and training assignments and may request to return to active status by following the procedures under "Firefighter-Inactive" within this policy directive.

5) New Member Service Authorization

a. New members are prohibited from any service prior to the review and authorization by the Department Chief. Once the member has been cleared, a Personnel Accountability Tag (PAT) will be issued to him/her. This tag serves as authorization to participate in training and response.

b. It shall be the discretion of the Chief of Department to specify the type/color of personal protective clothing purchased and issued by the Lindenwold Fire Department. Personnel are not authorized to wear any personal protective clothing that was not issued by the Department. Junior and Recruit/Probationary Firefighters will be issued and wear green or orange frontice pieces on their helmets during their probationary period. Junior members will change to orange upon their 18th birthday. Any recruit who was a former member and now returning to service or has previous time served as a member in good standing of another Fire Department can test out at 90 days with the approval of the Chief, Deputy Chief or Station Captain.

c. All new members will actively participate in the recruit fire book. A member under 18 has until they turn 18 to complete the book. While a member over 18 has a maximum of 1 year to complete the book. Once the book is satisfactorily completed they will be eligible for Fire School. If the member is already Fire 1 certified, once the book is completed within the year, they will be eligible to test out of probationary status.

6) Change in Membership Status

Each member of the Lindenwold Fire Service is accounted for through the Fire Administration. Any changes in a given member's status must be reported to Fire Administration. In reporting a leave of absence, medical leave (non-service connected), injuries, Military Leave, Family Leave, etc., Requests must be sent to the Office of the Fire Chief.

7) Any member falling below the active threshold of 40 % can be placed on a probationary status and their membership will be review every 90 days. If at any point they fall below the active status benchmarks they can be removed from the roles and must wait a period of 6 months to re-apply to the department. Any person that has been removed in the past within 3 years of another removal may not be eligible for reinstatement to the Lindenwold Fire Department, based on the discretion of the Fire Chief and Board of Fire District Chairperson.

8. Duty Crew Members – *TO BE DEVELOPED*