

**East Fork Fire Protection District  
 Training and Safety Division  
 2022 Training Plan**

**TRAINING EXPECTATIONS**

There are a few general expectations for training:

All trainings shall provide for safety first

All members must attend mandated trainings

All career staff members are to log a minimum 20 hours of training per month in RMS

All members shall log any outside training in RMS

Battalion Chiefs and Training Captains shall ensure training hours have been logged at end of each shift

All VFD members must sign up for training thru the District Office

All VFD members will sign in on Training Sign in Sheet and forward to District Office for entry into RMS

**REGIONAL TRAINING ACADEMY**

The Regional Training Academy Class 21-2 started in October of 2021. Currently East Fork has four recruits and one Regional Training Officer (RTO) assigned to the Academy. Additional instructors may be sent on an as need basis as determined by the Lead RTO. Once the need is determined, the Deputy Chief of Training and Safety must authorize the overtime prior to it being sent back to the RTO to fill. The on-duty Training Captain may be assigned as well depending on the complexity of the topic. An Academy schedule has been produced and distributed. With the permission of the Battalion Chief and appropriate coverage of response district(s) Companies are encouraged to attend and observe the academy process but not impede academy training

Class 21-2 (RTO FF Kevin May)	40 Hour Orientation.....10/04/21 Start Date.....10/11/21 Graduation.....01/22/22 40 Hour Orientation.....01/24/22 48 Hour Ride A Long .....01/29/22 Core Competencies due by .....03/07/22 Monthly Evaluations..... .03/07/22 – 11/07/22 9 Month Practical Evaluation..... 11/07/22 - 11/14/22
Class 22-1 (RTO TBD)	RTO Selection.....02/01/22 Start Date.....TBD

# **East Fork Fire Protection District**

## **Training and Safety Division**

### **2022 Training Plan**

#### **PROBATIONARY TASK BOOK and MODULES**

Upon completion of the Regional Training Academy, each Probationary Firefighter will participate in an additional 40 hours of District orientation and basic training. Probationary Firefighters will also perform a ride along on a 48-hour shift where they will observe crew dynamics on EMS Incidents.

Probationary Firefighters will have 30 days to complete Core Competencies as outlined in the Procedure 301.02, Core Competencies.

The Probationary firefighters will receive a Task Book divided into modules. The first module is the Paramedic Assessment Module (PAM) (Paramedics only). The PAM is outlined in Procedure 301.03, Paramedic Assessment Module. The focus of PAM is EMS however, Captains shall perform other All-Hazard trainings to maintain proficiency for the entire crew.

The other modules in the Probationary Firefighter Task Book include EMS, Structure Fire, Wildland Fire, and Technical Rescue. Each module contains tasks, information, and procedures associated with each discipline. The Captain needs to ensure each task is completed and signed off. Again, although there are focused modules, it is recommended that Captains maintain proficiency in all disciplines by performing all-hazard topics from time to time.

Captains are required to submit a monthly evaluation for the Probationary Firefighter each month. The PAM requires additional documentation including the Daily and Major Evaluation forms

#### **MONTHLY TRAINING**

At the beginning of each month, the Training and Safety Division will send out a Monthly Training Calendar. The requirements for the month will be listed on the calendar. Typically, there will be a mandated topic, which shall also be the VFD training topic, and an area of focus. Some topics will be provided by the Training Division, while some topics will be the Battalion Chief's or Captain's choice. The goal is that each member participates in a minimum of 20 hours of training per month.

\*There will be a change to the delivery of the Wildland Refresher for VFD members. Volunteers must attend one Tuesday night classroom portion AND one Saturday skills portion to receive a Wildland Qualification Card.

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	<b>Mandated Training</b> VFD Training Topic	Training Topics
January	200.20-Volunteer Response Operational Objectives Incident Communications Jan 11 Jan 25	Rapid Intervention Team (RIT) Pumping (LDH) Vehicle Anatomy EMS CEU Target Solution Procedure Review Protocol Review
February	Squad Operations, SCBA Change out Feb 8 Feb 22	<b>ICE RESCUE</b> Rapid Intervention Team (RIT) Pumping (Multiple Lines) Vehicle Stabilization Ropes- Knots Careflight CEU Procedure Review Protocol Review
March	Observe Multi-Company Structure Fire Squad Operations Communications Mar 8 Mar 22	<b>FIT TEST/SCBA</b> Mass Casualty Incidents Vehicle Extrication Ropes-Anchors Wildland Skills EMS CEU Target Solution Procedure Review Protocol Review
April	<b>WILDLAND REFRESHER</b> April 5 or April 12 or April 26 AND April 9 or April 16 or April 23	<b>WILDLAND REFRESHER</b> Pumping Theory and Scenarios Careflight CEU Structure Fire Evolution Wildland Skills Procedure Review Protocol Review
May	<b>DRIVING (Slow Speed Course)</b> May 10 May 24	<b>DRIVING (Slow Speed Course)</b> Wildland Aviation Use Wildland Multi-Company Drills Water Tender Operations EMS CEU Target Solution Procedure Review Protocol Review
June	Water Tender Operations Wildland Skills Jun 7 Jun 21	<b>BOAT (Sta 5 VFD)</b> Wildland Skills Structure Fire Evolution Ropes-Anchors and Systems Careflight CEU Procedure Review Protocol Review
July	Water Tender Operations	SCBA Drills

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	Wildland Skills Jul 12 Jul 26	Pumping- Handlines Vehicle Anatomy EMS CEU Target Solution Procedure Review Protocol Review
August	Water Tender Operations Wildland Skills Aug 9 Aug 23	Water Tender Operations Ropes-Anchors EMS CEU Target Solution Search Structure Fire Evolution Procedure Review Protocol Review
September	Observe Multi-Company Structure Fire Squad Operations Tender Operations Communications Sept 13 Sept 27	Solar Power Ropes- Systems Wildland Evolution Rapid Intervention Team (RIT) Carflight CEU Procedure Review Protocol Review
October	<b>HAZMAT REFRESHER</b> Oct 11 Oct 25	<b>HAZMAT REFRESHER</b> Active Shooter Structure Evolution Rapid Intervention Team (RIT) Careflight CEU Procedure Review Protocol Review
November	<b>DRIVING (Procedure)</b> Nov 8 Nov 15	<b>DRIVING (Procedure)</b> Search Ropes- Knots Ropes-Anchors Pumping- Handlines Vehicle Stabilization EMS CEU Target Solution Procedure Review Protocol Review
December	<b>WORKPLACE SAFETY</b> Dec 6 Dec 13	<b>WORKPLACE SAFETY</b> Structure Evolution Search SCBA Skills Driving- Street Ropes- Systems EMS CEU Target Procedure Review Protocol Review Solution

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**ADDED TRAINING**

The following are classes offered by East Fork Fire Protection District. Please submit a training request thru the channels to apply.

Date	Course	Description	Target Audience
January 11	PALS	BLS CPR can be taken by attending the ACLS class or the PALS class. If you are not a Paramedic but are looking for CEU hours you will receive four hours of CEU per class	Paramedic Recertification
January 14	ACLS	BLS CPR can be taken by attending the ACLS class or the PALS class. If you are not a Paramedic but are looking for CEU hours you will receive four hours of CEU per class	Paramedic Recertification
January 24-25 OR January 26-27	Fire Officer Continued Education	16 Hour Course designed for all Captains and Battalion Chief. Topics include General HR and Discipline needs, Probationary Firefighter Documentation, Injury and Illness/ Worker Comp. issues, and field work including scenarios. The second day will be held at The Regional Training Academy. OT authorized.	Captain Battalion Chief
February 1-2	Officer 1 Development Course	16-hour course designed for those enrolled in the Fire Officer 1 program with a desire to become an Acting Captain	Members enrolled in Fire Officer 1 Program
March 8-9	S-212 Wildland Fire Chainsaws (Classroom)	This is the Wildland Fire Chainsaw classroom portion designed for those desiring to achieve qualifications as a faller. The priority is for Fuels Crew members. This class is limited to 20 members. There may be an opportunity to fall as project work allows.	
March 22-23	Officer 2 Development Course	16-hour course designed for those enrolled in the Fire Officer 2 program with a desire to become an Acting Battalion Chief	Members enrolled in Fire Officer 2 Program
October 27	ITLS	ITLS focuses on the skills necessary to recognize mechanisms of injury; perform an organized, time-efficient assessment; prioritize and perform critical interventions; package and transport the trauma patient.	EMS Recertification
November 9	PALS	BLS CPR can be taken by attending the ACLS class or the PALS class. If you are not a Paramedic but are looking for CEU hours you will receive four hours of CEU per class	Paramedic Recertification
November 17	ACLS	BLS CPR can be taken by attending the ACLS class or the PALS class. If you are not a Paramedic but are looking for CEU hours you will receive four hours of CEU per class	Paramedic Recertification

**EMS TRAINING**

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**QUAD COUNTY HAZMAT TRAINING**

The Quad County Hazmat Team requirements entail members attend 2 drills and 1 skills day per year. Participation in a Quad County Team activation on an incident will suffice as a drill.

February 9	A Shift	Drill	East Fork Fire Protection District
March 8	B Shift	Skills	Carson City Fire Department-
March 9	C Shift	Skills	Carson City Fire Department
March 11	A Shift	Skills	Carson City Fire Department
April 5	A Shift	Drill	Carson City Fire Department
May 11	A Shift	Drill	Tahoe Douglas Fire Protection District
June 6	B Shift	Drill	Central Lyon Fire Protection District
October 5	C Shift	Drill	North Lyon Fire Protection District
November 10	C Shift	Drill	Mason Valley Fire Protection District
December 5	C Shift	Drill	Storey Co. Fire Protection District

**NEW VOLUNTEER TRAINING COURSE**

A Volunteer Orientation will be held in January of 2022. This course is designed to bring prospective volunteers into the organization and determine if they are supporting the organization in a Logistics or Support function. Following the Volunteer Orientation Course, onboarding will begin.

Once completed with the onboarding process, new volunteers will receive initial training in:

- Hazmat First Responder Awareness
- First Aid/ CPR/ AED
- Basic Driving
- Water Tender Operations
- Wildland Firefighter

**VOLUNTEER TRAINING**

Monthly Trainings will be provided by the on-duty Training Captain. All volunteers must attend all mandated training classes. Additional monthly training topics will be focused on the priorities established in Operations Procedure 200.20- Volunteer Response Operational Objectives.

Once the Training Division has completed a topic, it is expected that VFD level training on the topic continues to build proficiency. If a VFD is in need of assistance or further training, please contact the on-duty training captain or on-duty Battalion Chief for support.

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**AREA OF RESPONSIBILITIES and OTHER ASSIGNMENTS**

The Training Captains have been assigned as a point of contact or Area of Responsibility (AOR) in various disciplines. Each will serve as a subject matter expert in those discipline. They will be responsible for developing the monthly, and any supporting training that will occur for the specific AOR. In addition to training, they will be assisting operations staff with procedure development in those AORs. Each Training Captains has been assigned to special assignments and various support functions. The following are outlines of each:

<b>GOSS</b>	<b>Discipline</b>	<b>Special Assignment</b>	<b>Support</b>
	Officer Development HR Safety	Annual Training Plan IQS	Media Production
<b>BUCK</b>	<b>Discipline</b>	<b>Special Assignment</b>	<b>Support</b>
	Structure Fire Technical Rescue	Probationary FF's	CISM Team
<b>CONNELLY</b>	<b>Discipline</b>	<b>Special Assignment</b>	<b>Support</b>
	Wildland Tactical EMS	Safety Committee Technology	Fit Test PPE Inspections IQS
<b>HILL</b>	<b>Discipline</b>	<b>Special Assignment</b>	<b>Support</b>
	Apparatus Operator HAZMAT	Target Solutions EMS	

<b>DISCIPLINE OUTLINE</b>
<b>Officer Development</b> <ul style="list-style-type: none"> <li>• Fire Officer 1 and 2</li> <li>• Acting Program</li> <li>• Coordinate outside speakers</li> <li>• Captain's Academy</li> </ul>
<b>HR</b> <ul style="list-style-type: none"> <li>• Push out internal HR Procedures</li> <li>• Coordinate outside speakers</li> </ul>
<b>Safety</b> <ul style="list-style-type: none"> <li>• Annual OSHA Refresher</li> <li>• Written Workplace Safety Plan</li> <li>• Infection Control Plan</li> <li>• Infection Control Procedure/ COVID</li> </ul>
<b>Structure Fire</b> <ul style="list-style-type: none"> <li>• Structure Fire Attack Procedure (Delivery)</li> </ul> <b>Structure Fire cont.</b>

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<ul style="list-style-type: none"> <li>• Multi-Co Drills</li> <li>• Define objectives for Training and Drills</li> <li>• Ladders (min 2 times per year)           <ul style="list-style-type: none"> <li>○ Carries, throws, rescues, maintenance</li> </ul> </li> <li>• Hose           <ul style="list-style-type: none"> <li>○ Loads, pulls, movement, nozzle selection, nozzle pattern</li> </ul> </li> <li>• Search           <ul style="list-style-type: none"> <li>○ Procedure Development</li> </ul> </li>   <li>• Rescue           <ul style="list-style-type: none"> <li>○ Carries, drags, coordination</li> </ul> </li> <li>• Ventilation           <ul style="list-style-type: none"> <li>○ Vertical, Horizontal, Positive Pressure, Negative Pressure</li> <li>○ Coordination</li> </ul> </li> <li>• PPE           <ul style="list-style-type: none"> <li>○ SCBA- Use, maintenance, skills, confidence</li> </ul> </li> <li>• RIT           <ul style="list-style-type: none"> <li>○ Standardization</li> <li>○ Procedure Development</li> </ul> </li> </ul>
<p><b>Technical Rescue</b></p> <ul style="list-style-type: none"> <li>• Ropes and knots           <ul style="list-style-type: none"> <li>○ Procedure, maintenance, logging, skills</li> <li>○ Systems</li> </ul> </li> <li>• Vehicle Extrication           <ul style="list-style-type: none"> <li>○ Coordination with vendors or facilities</li> </ul> </li> </ul>
<p><b>Wildland</b></p> <ul style="list-style-type: none"> <li>• Annual Refresher</li> <li>• Fire Behavior and Safety</li> <li>• Strategy and tactics</li> <li>• Skills- Hose lays. mobile, structure protection</li> <li>• Multi-Company drills</li> </ul>
<p><b>Tactical EMS (Active Shooter)</b></p> <ul style="list-style-type: none"> <li>• Procedure Review           <ul style="list-style-type: none"> <li>○ Command, Tactical, Movement, MCI</li> </ul> </li> <li>• Company level drills           <ul style="list-style-type: none"> <li>○ DCSO Coordination</li> </ul> </li> <li>• Major drill</li> </ul>
<p><b>Apparatus Operator</b></p> <ul style="list-style-type: none"> <li>• Driver Training           <ul style="list-style-type: none"> <li>○ Policy review</li> <li>○ Skills course</li> </ul> </li> <li>• Apparatus daily and weekly checks</li> <li>• Pumping skills</li> <li>• Coordinate A/O class</li> <li>• Coordinate Water Tender Training</li> </ul>
<p><b>HAZMAT</b></p>



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- Coordinate Annual Refresher
- Monitor use
- Decon Set up
- Coordinate Southwest Gas training

<b>Special Assignments</b>
<b>Annual Training Plan</b> <ul style="list-style-type: none"> <li>• Coordinate annual training calendar</li> <li>• Coordinate monthly training calendar</li> <li>• Determine annual training needs</li> <li>• Acquire Regional Training Calendars</li> </ul>
<b>IQS</b> <ul style="list-style-type: none"> <li>• Work Group</li> <li>• Red Cards</li> <li>• Taskbooks</li> <li>• Qualifications</li> </ul>
<b>Probationary Firefighters</b> <ul style="list-style-type: none"> <li>• Probationary Taskbook Updates</li> <li>• Monitor progress of Probationary Firefighters with TC's and BC's</li> <li>• Ensure Monthly Evals are collected</li> <li>• Develop end of probation exam</li> </ul>
<b>Safety Committee</b> <ul style="list-style-type: none"> <li>• Serve as Training Division Technical/Subject Expert</li> <li>• Compile Injury and Illness data</li> <li>• Provide reports as needed</li> </ul>
<b>Technology</b> <ul style="list-style-type: none"> <li>• TIC</li> <li>• Research and recommend emerging technologies</li> </ul>
<b>EMS</b> <ul style="list-style-type: none"> <li>• Coordinate Annual Recertification with State EMS</li> <li>• Coordinate in person/virtual CEU delivery including State number</li> <li>• Coordinate other training and education with Medical Director</li> </ul>
<b>Target Solutions</b> <ul style="list-style-type: none"> <li>• Assign required courses</li> <li>• Continue CEU use</li> </ul>

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<b>SUPPORT</b>
<b>Media Production</b> <ul style="list-style-type: none"><li>• Oversee contract video production to support training</li></ul>
<b>CISM Team</b> <ul style="list-style-type: none"><li>• Work with CISM Team</li><li>• Assist with development of procedure for internal and Regional plan</li><li>• Determine future needs for education and training</li></ul>
<b>Fit Test</b> <ul style="list-style-type: none"><li>• Ensure Fit Test machine is maintained, clean, and in working order</li><li>• Ensure supplies are maintained</li><li>• Assist other agencies as needed</li><li>• Ensure database is maintained and up to date</li><li>• Ensure all career staff members and attack volunteers are fit tested annually</li></ul>
<b>PPE INSPECTIONS</b> <ul style="list-style-type: none"><li>• Ensure each set of PPE is inspected and records kept annually</li><li>• Ensure PPE is kept clean</li><li>• Make recommendations for repair or replacement</li><li>• Notify Deputy Chief on PPE needs</li></ul>

This is a working document. Dates are subject to change. All District procedures regarding COVID 19 mitigation must be followed.