



GENERAL ADMINISTRATION

608.1 – VOLUNTEER DISCIPLINE

Procedure Purpose: To establish a procedure that identifies the framework and application of progressive discipline for the District's volunteer personnel.

Procedure Coverage: This policy is applicable to all volunteer personnel of the East Fork Fire Protection District.

Adopted Date: 10/21/2021

Revised Date: 07/21/2026

Procedure: -608.1

1. Background:

- A. With the goal of promoting an open atmosphere, which ensures fair treatment of its volunteers, the District has chosen to approach discipline in a progressive manner. This policy supersedes all volunteer department bylaws that regulate discipline for volunteers.
- B. The tenure and status of every post-initial probationary volunteer is conditioned on reasonable standards of personal conduct and job performance. Failure to meet such standards shall be grounds for appropriate disciplinary action. If the violation warrants a higher level of discipline, nothing in this procedure precludes the District from imposing a higher level without the progressive disciplinary process.

Volunteer Service is At-Will: Volunteer participation with the District is entirely voluntary and may be terminated by either the volunteer or the District Fire Chief at any time, with or without cause, reason, or notice. Nothing in these policies creates a contract, guarantee, or expectation of continued volunteer service.

2. Progressive Discipline Framework

- A. The District has adopted an Employment Development and Performance Program (EDPP). This program outlines coaching, counseling and progressive discipline processes. It is the desire of the District to utilize this process for all personnel.

RESPONSIBILITY FOR REVIEW: The District Fire Chief, or designee and/or the Director of Administrative Services, or his/her designee will review and update this procedure as needed.