

**DISTRICT OF COLUMBIA
FIRE AND EMERGENCY MEDICAL SERVICES DEPARTMENT**

BULLETIN NO. 95

December, 2009 (Revised)

SELECTION CRITERIA FOR FIRE BOAT CREW MEMBERS

Section 1. Notice of Vacancy

Upon becoming aware of an actual or anticipated vacancy, the Captain or officer acting as the Company Commander of the Fire Boat shall, as soon as the definite need is determined, notify the Deputy Fire Chief – Special Operations of the vacancy, who shall notify the Assistant Fire Chief - Operations. Such notification shall occur not later than ten (10) days after the actual vacancy occurs.

The Assistant Fire Chief - Operations shall notify all members of the Department of the existing or anticipated vacancy by Department Memorandum and a twenty-one (21) day deadline for filing applications shall be stated.

Section 2. Eligibility

To be eligible for consideration, a member must have a minimum of three (3) years of service in the Department, a minimum of three (3) years of service in the Operations Division and the member must possess valid EMT certification.

In addition, to be eligible for consideration for a 90 day detail at the Fireboat, a member in salary Class 1 through 7 must demonstrate their swimming ability by successfully completing all of the evolutions/activities listed below. Failure to complete any one of these requirements will eliminate the applicant from eligibility:

No wet suits or any body suit that can/will aid in floatation, except as noted, are allowed to be worn.

- a. Retrieve a 10-pound diving brick in twelve feet of water and bring it to the surface.
- b. Swim **CONTINUOUSLY** for two hundred and fifty yards while performing any stroke, except the backstroke.
- c. Swim seventeen yards underwater.
- d. Tread water for ten minutes.
- e. Survival float for ten minutes.
- f. Swim one hundred yards in open water while wearing a Type 3 PFD or in colder months, a dry or ice rescue suit.

NOTE: The above listed swim test activities require strenuous activity. Applicants must have been examined by the Medical Services Office and been found fit to participate in this test before being allowed to take the swim test. The applicants' most recent physical examination shall satisfy this requirement unless 120 days has passed since that examination.

Section 3. Applications

Interested eligibles shall be required to submit a Special Report to the Deputy Fire Chief – Special Operations Division stating their desire to be considered for the vacancy, listing all qualifications relevant to the position, including length of service in the Department and the Division, related education and training, and any additional information which would lead to the selection of the best qualified person for the assignment along with a F&EMSD Form 10 and a copy of their current EMT card. All related education and training shall be supported by a transcript and/or certificate of completion attached to the F&EMSD Form 10.

[Applications and training documentation received will be reviewed and preliminary points for training and previous service as a technician will be calculated prior to convening the selection panel. After review, the points awarded will be forward individually to each applicant. The applicant may appeal by providing any additional supporting documentation within seven (7) days. The selection panel will review any appeals at the final selection meeting.]

Section 4. Swimming Abilities Test

All eligible applicants that submitted an application to be considered for a ninety day detail shall be administered the prescribed swimming abilities test by the Captain of the Fire Boat or an officer acting as the company commander. The swimming abilities test will be conducted no later than fourteen (14) days after the deadline for filing applications. The Captain, after observing the members perform the six swimming requirements, shall forward the results to the Selection Panel.

Section 5. Selection Panel

The rating of applicants shall be made by a panel consisting of:

- a. Three Captains with at least (1) being assigned to a Special Operations Division.
- b. Deputy Fire Chief – Special Operations Division.
- c. Battalion Fire Chief – Special Operations.
- d. A representative (non-voting observer) from Local-36.

The selection panel shall make their recommendations not later than fourteen (14) days after the completion of the swim test. The recommendations shall be forwarded to the Assistant Fire Chief - Operations for review and approval, and subject to the final review by the Fire Chief.

The selection panel shall select candidates they deem most qualified from the eligible applicants, to be detailed to the Fire Boat for a period of ninety (90) days for training. The selection shall be based

upon, but not limited to the following:

- a. Prior Satisfactory Service as Technician: 1/12 of a point per month (continuous or cumulative), up to a maximum of two (2) points.
- b. Members with current (completed within the last twelve (12) months or accompanied with documented re-certification) certification from an accredited organization for courses, which meet or exceed current NFPA standards as identified below:

Hazardous Materials Technician	one (1) point
Confined Space Rescue Technician	one (1) point

- c. Members with current (completed within the last two (2) years or accompanied with documented re-certification) certification from an accredited organization for courses, which meet or exceed current NFPA standards as identified below:

Structural Collapse Rescue Technician	one (1) point
Trench Rescue Operations	one (1) point
Rope Rescue Operations	one (1) point
Swiftwater Rescue Technician	one (1) point

- d. Members with current certifications which meet or exceed current NFPA and/or United States Coast Guard standards as identified below:

Marine Firefighting Course	one (1) point
Swiftwater Boat Operator Course	one (1) point
US Coast Guard Captain or Engineers License	two (2) points

In the event of a tie in point totals received for prior service as a technician and completed training, total seniority in the Department will be used as the first tie breaker.

It is not the responsibility of the Department to provide this training to members of the Department; however, when the opportunity exists, an announcement to the Department will be made when openings are available. It must also be understood that these classes are not required for initial assignment to the Fire Boat. Members can attain this training at accredited training facilities. For further information on where this training can be attained, contact the Special Operations Office.

All candidates shall be ranked and an eligibility list shall be established by the selection panel. For each vacancy announced, the top three ranked members shall be considered. One candidate shall be chosen from the top three ranked personnel for the ninety (90) day training period. If multiple vacancies occur at the same time, each vacancy will be considered independently and selected from the top three ranked candidates remaining on the list for each vacancy.

This list of ranked personnel shall be maintained until the position(s) addressed in the vacancy announcement have been filled by completion of the training process and transfer to the unit.

If any additional vacancies occur after the date of the vacancy announcement, a new vacancy announcement shall be issued to the Department and those vacancies will be considered separately under a new selection process.

Section 6. Ninety Day Detail Training Program

Not later than fourteen (14) days after the candidate(s) has/have been chosen by the selection panel, they shall be detailed to the Fire Boat for a period of ninety (90) days for training.

During the training period, the candidate will receive instruction and training in the prescribed skills by the officer in charge and the regularly assigned members. The standard set of prescribed skills, which will be used for the practical examination, shall be provided to the candidate with specific and standardized steps, procedures, methods of operation, etc. for each skill listed.

At the end of the ninety (90) day training period, the candidate shall take a practical skills examination on those prescribed skills at the quarters of the Fire Boat.

The candidate must attain a minimum score of eighty (80) percent. Any candidate that fails to attain a passing score will be returned to their prior assignment and another candidate shall be selected.

Section 7. Final Selection

[Upon the successful completion of the ninety (90) day training period, the Captain of the Fire Boat shall submit a Memorandum to the Assistant Fire Chief - Operations recommending that the candidate be permanently assigned to the Fire Boat.]

Section 8. Annual Swim Test Requirement

Members assigned to the Fire Boat must successfully complete the swimming abilities test every two (2) years as a condition of continued assignment to the Fire Boat, along with required annual recertifications in Hazardous Materials, Confined Space Rescue and Swiftwater Rescue.

Section 9. Involuntary/Voluntary Transfers

Members from salary Class 5 or 7 that may be voluntarily or involuntarily transferred to the Fire Boat will be required to successfully complete the swimming abilities test and the Fire Boat Crew Member Training Program within ninety (90) days from the date they are transferred to the Fire Boat.