

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY

Re: Ordinance No. 99-10

AN ORDINANCE IMPLEMENTING THE EMERGENCY SERVICES
VOLUNTEER LENGTH OF SERVICE AWARD PROGRAM

WHEREAS, the Township of Washington deems it appropriate and necessary to act to ensure retention of existing members and to provide incentives for recruiting new volunteer firefighters and volunteer ambulance corp.; and

WHEREAS, the Township of Washington has determined that the creation of a Length of Service Awards Program ("LOSAP") will enhance the ability of the Township of Washington's ability to retain and recruit members for the Township of Washington Volunteer Fire Department and the Township of Washington Volunteer Ambulance Corp.;

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Washington as follows:

1. A Length of Service Awards Program (LOSAP) is herewith created in accordance with Chapter 388 of the Laws of 1997, to reward members of the the Township of Washington Volunteer Fire Department and the Township of Washington Volunteer Ambulance Corp. for their loyal, diligent, and devoted services to the residents of the Township of Washington.
2. The LOSAP shall provide for fixed annual contributions to a deferred income account for each volunteer member that meets the criteria set forth below; such contributions shall be made in accordance with a plan that shall be established by the Township of Washington pursuant to P.L. 1997, c. 388; and such plan shall be administered in accordance with the laws of the State of New Jersey, the U.S. Internal Revenue Code, and this Ordinance.
3. The LOSAP shall provide for annual contributions to each eligible member of the Township of Washington Volunteer Fire Department and the Township of Washington Volunteer Ambulance Corp. who meets the criteria as follows:

A. Township of Washington Volunteer Fire Department Criteria:

Fire Department Responses:

Attendance	90%+	50 Points
	80%+	45 Points

70%+	40 Points
60%+	35 Points

Drills (Based on 12 Drills):

Attendance	10+	25 Points
	8+	20 Points
	6+	15 Points

Training:

Courses over 45 hours	35 Points
Courses between 20-45 hours	30 Points
Courses under 20 hours	25 Points

Holding an Office:

Chief/Asst. Chief	25 Points
Captain	20 Points
Lieutenant	15 Points
Fire Inspection	15 Points
Executive Committee	10 Points
Director	10 Points

Monthly Company Meetings (Based on 12 months):

Attendance	10+	20 Points
	8+	15 Points
	6+	10 Points

Parades:

Attendance each parade	5 Points
------------------------	----------

Pre-parade Cleanups	1 Point each
Wakes and Memorial Services	
Cleanups	

Extra Credit Supervised by Officer 2 Points each

B. Township of Washington Volunteer Ambulance Corp. Criteria:

Township of Washington Volunteer
Ambulance Corps, Inc.
EMT-D Agency
354 Hudson Avenue
Washington Township
New Jersey 07675

Members of -
New Jersey State First-Aid Council
Pascack Valley Mutual-Aid Group
Pascack Valley Volunteer Ambulance Association

- - - - - "We Save Lives in Our Spare Time" - - - - -
Issue Date: 06/29/99
Total of 9 pages.

LENGTH of SERVICE AWARDS PROGRAM RULES
(L.O.S.A.P.)

Abbreviations:

L.O.S.A.P. = Length of Service Awards Program
WTVAC = Township of Washington Volunteer Ambulance Corps, Inc.

Precedence of Documents:

Should any information in these WTVAC rules conflict with a formal and official Township Ordinance and/or NJ State Regulation, the Ordinance and/or Regulation will rule.

Definitions: (based on L.O.S.A.P. regulations)

"Active Volunteer Member" ... means a person who has been designated by the WTVAC as faithfully and actually performing volunteer service in the WTVAC.

WTVAC Note: in this regard, such definition does not match the definition of "Active" member as described in he WTVAC By-Laws).

"Year of Active Emergency Service" ... means total of a 12-month period during which above Active Volunteer Member participates in the first-aid service and satisfies the minimum requirements of participation established by the sponsoring agency on a consistent and uniform basis".

Qualified Year (based on these WTVAC rules)

A "qualified year" (12-calendar months based on start and end dates established by ordinance) shall be credited under the L.O.S.A.P. Program in which an active (participating) volunteer accrues a minimum of 100 total points in accordance with the definitive approved point system in these Rules and has satisfied the minimum requirements of participation on a consistent and uniform basis in this program established by WTVAC in these Rules as well as in the separate By-Laws and Operating Rules of the WTVAC.

Any accumulated points over 100 shall not alter the benefit.

Members suspended for lack of training, or whose certifications in any mandatory or other training requirements lapse, will not accrue points in Category-1 or 4 for the period of suspension or during which the training has lapsed except that a 30-day grace period is allowed after the date of certification or required training expiration date to coordinate scheduling of available courses. Points can continued to be accumulated in Category-2, 3, 5, 6, and 7 during the suspension period.

Exceptions:

- Ex # 1 - any member who has a written explanation on file with WTVAC, and approved in writing by the WTVAC Executive Board, indicating that their usual and normal employment or school hours, computed on a monthly basis, prevents them from adhering to the minimum and/or maximum requirements by Category are exempt from same, and can accumulate points in any Category leading to a yearly total of 100 with no minimum or maximum points required in individual Categories.
- Ex # 2 - any Life Member who has elected to allow their required EMS certifications to lapse and to remain as a driver only according to the rules set forth in the WTVAC By-Laws is deemed as not fully "faithfully and actually performing volunteer service in the WTVAC", is not eligible for this program, and is therefore exempt from the minimum and/or maximum requirements by Category since such members are not considered as fully participating or an "Active Volunteer Member" under this L.O.S.A.P. program.

WTVAC Requirements and Clarifications:

Eligible Participation: The requirements of this L.O.S.A.P. are beyond what is required of each member by WTVAC; thus, every member who is to receive credit is to maintain current certifications as required by Federal, State, or local regulations, and/or by WTVAC By-Laws/Operating Rules and/or Policies approved by the Executive Board.

No credit is to be received for the months or any parts thereof that any required certifications are not current except that a 30-day grace period is allowed after the date of certification or required training expiration date to coordinate scheduling of available courses.

Probationary Members: are eligible from the date of acceptance into the Corps, but will receive credit for the 1st year only if all required training is successfully completed within the 1-year period from joining (by what is known as the "Training Target Date") allowed by WTVAC By-Laws and computed from date of acceptance into the WTVAC.

Records:

- a) All questions of rule interpretation, accumulation of points, validity, etc. shall be forwarded in writing to the WTVAC L.O.S.A.P. Committee and eventually decided by the WTVAC Executive Board and duly recorded in the appropriate minutes as a matter of record.
- b) Points will be recorded on a monthly basis in a cumulative point summary form by member/by month/by Category and will be posted on a quarterly (or more frequent) basis at WTVAC HQ for review by all members; any appeals for clarification shall be made in writing to the Chairperson of the L.O.S.A.P. Committee (who will present any clarifications, appeals, etc. to the WTVAC Executive Board) within 30 calendar days of the date of the posting of the summary. A written decision will be forwarded to the member within 5 calendar days of the decision.

- c) All WTVAC records are subject to audit, inspection, and/or review upon receipt of the appropriate written request by the local governing Municipality and/or any Corps member participating in the L.O.S.A.P. program.
- d) Appeals or questions shall not be valid or honored by WTVAC unless they are presented in writing within 30 days of the posting of the Summary form or within 30 days after the 12-month L.O.S.A.P. year has expired.

L.O.S.A.P. Committee

- a) The President of the WTVAC shall appoint a minimum of one Active member to the L.O.S.A.P. Committee, and such member will be responsible for accurate maintenance of all L.O.S.A.P. records, files, summaries, coordination, etc. as may be required.

Crew Size:

- a) These rules are established on the basis of a maximum of 3 members per crew except for the obvious general alarm calls, Disaster Calls, and other calls where additional help beyond the assigned Duty Crew is needed.

Minimums:

The minimum required 100 points annually must contain a minimum of the following points by Category with exception of Ex # 1 and # 2 explained previously under "Exceptions" on page-2:

Category-2	Formal Training	15 points minimum annually
3	Drill Meetings	10
4	Schedule Assignment	20
6	Business Meetings	10
7	Miscellaneous	5

	Total	60

.....

Category-3 Local Training/Drill Meetings:

Maximum Points per			
Hr.	Event	Mo.	Yr.

Maximum Points granted = 20.
Minimum points required = 10.

Points are credited based on the below criteria;
data is taken from certified attendance lists for
training sessions.

- a) Attendance at Annual Disaster/MCI Plan Review Drill
- b) Attendance at Defibrillator Review Drill
- c) Attendance at Drill Meeting covering DNR's
- d) Attendance at Drill Meeting covering Radio Comm'ns
- e) Attendance at Bloodborne Pathogens Lecture
- f) Attendance at other drill meetings (subjects to
be approved by Captain and Executive Board)

3			
4			
2			
2			
2			
1			

Category-4 Assignment to Monthly Operating Schedule:

Maximum Points per			
Hr.	Event	Mo.	Yr.

Maximum Points granted = 60.
Minimum points required = 20.

Points are credited on a monthly basis according to
below criteria based on a maximum limit of 3-members
per Crew.

Members who obtain approved covers receive no credit
for the time the covering member was on duty; the
member who performs the cover receives the credit.

Member must be actually assigned on the Operating
Schedule to Duty Tours as listed below; any combination
of below 3 Day-Night-W/E Crew assignments is acceptable
as long as assignment is made and/or approved by Captain
and total time equates to a minimum of 60 duty hours at
end of month.

Data is taken from Monthly Operating Schedule and from
Crew Assignment Form submitted by Crew Chief after each
and every Day, Night, or Weekend Duty Tour.

Assignment as being listed as "Extra Help" on Schedule
does not qualify.

- a) Day Crew Member MON-FRI 7am-7pm
assigned to Crews-A thru E for minimum
monthly total of + 36-hrs
- and/or -
- b) Night Crew Member MON-FRI 7pm-7am
assigned to Crews-1 thru 5 for minimum
monthly total of + 36-hrs
- plus -
- c) Weekend Crew Member SAT-SUN 7am-7am
assigned to W/E Duty Crew for minimum
monthly total of + 24-hrs

Minimum total per member: 36-hrs + 24-hrs 60-hrs
per month (a and/or b + c)

5

Maximum Points per			
Hr.	Event	Mo.	Yr.

- d) Holds a Crew Chief rating
- e) Holds a Qualified Driver rating
- f) Scheduled assignment beyond above minimum per Operating Schedule and/or assigned by Captain: points awarded per assignment as listed on Schedule or as per 12-hr Duty Tour, whichever is less. Examples are on-call standby status to back-up a 2-member duty crew or a crew whose members may be lacking experience (listed as "Pager Standby" on Operating Schedule), standby at sports events such as H.S. Football Games while in or out of service for other calls, etc.).
- g) Minimum of a 12-hour Day, Night or Weekend Crew assignment on a National, Religious, or customary Holiday which includes the following, irrespective of which day of the week such Holiday falls on:
- | | |
|------------------------|-----------------------|
| New Years Day | Independence Day |
| Martin Luther King Day | Labor Day |
| Lincoln's Birthday | 1st Day Rosh Hashanah |
| President's Day | Yom Kippur |
| Ash Wednesday | Columbus Day |
| Palm Sunday | Halloween |
| Good Friday | Election Day |
| 1st Day of Passover | Veteran's Day |
| Easter Sunday | Thanksgiving Day |
| Mother's Day | 1st Day Hanukkah |
| Memorial Day | Christmas ay |
| Father's Day | New Years Eve |
- h) Bonus to any Crew member who was on duty for an entire 12-hr Week Day or Week Night Crew or 24-hr Weekend Crew where Crew responded to more than 4 ambulance calls of any type during that tour
- i) Bonus to any Crew Member whose residence is out of Washington Township boundary limits and response area and who is required to remain overnight (sleep-over) at WTVAC HQ or other location within Washington Township.
- j) Bonus to any Crew Member whose residence is out of Washington Township boundary limits and response area and who is required to remain at WTVAC HQ or other location to insure a rapid response to a call (w/o sleep over).

Note that both (i) and (j) cannot apply in one 24-hr period.

Category-5 Holding Elective Office

Maximum Points granted = 25.

Minimum points required = 0.

Points are credited monthly based on appointment or election to one of the below Offices:

a) Administrative:

President

Vice-President

Treasurer

Secretary

Trustee

Chaplain:

b) Operations:

Captain

Lieutenant

Maximum Points per			
Hr.	Event	Mo.	Yr.

2

2

2

2

1

1

3

2

Category-6 Business Meeting Attendance:

Maximum Points granted = 20. Points are credited based

Minimum points required = 10. Data is taken from

Points are credited based on data taken from certified attendance lists for meeting.

- a) Attendance at Business or Special Meetings
(those with an administrative purpose)

(Lateness cut-off is 20-minutes after actual start-time of meeting; after 20-minutes, no credit whatsoever for that 1-hour).

Maximum Points per			
Hr.	Event	Mo.	Yr.

1

Category-7 Miscellaneous Official Activities:

Maximum Points per			
Hr.	Event	Mo.	Yr.

Maximum Points granted = 30.

Minimum points required = 5.

Points are credited based on below criteria:

a) Official Memorial Services or Parades		2		
b) WX or emergency related standby's at Ambulance HQ or other designated location as directed or approved/ordered by Captain.	1			
c) Committee Participation when service on the Committee was for a full 1-year term (no partial credit) and subject Committee is recognized by the Executive Board and appointments made by the President:				
Chairperson				4
Member				2
Extra for equipment repair sessions for Loans of Equipment Committee	1			
Extra for repair or maintenance sessions for HQ for House & Grounds Committee Members	1			
d) Special operational events authorized by Captain and approved by the Executive Board (such as EMS demonstrations, assisting @ EMS Training Centers, MCI Drills, official recruiting activities, etc.)	1			
e) Acting as Day Crew Scheduling Coordinator as appointed by Captain and/or listed on Operating Schedule			2	
f) Life Membership:				
- Granting of Life Membership to be credited only for the year that Life Membership was approved		10		
- Continuing to be assigned to a Crew on the Operating Schedule as a fully-certified member (driver-only category does not count) and granted per month after Life Membership:				
Per requirements in Category-4			2	
Less than requirements in Category-4			1	
g) Active Membership (credited only for the year that Active Membership was approved)		5		

Maximum Points per			
Hr.	Event	Mo.	Yr.
	h) Pascack Valley Volunteer Ambulance Association: Delegate to PVVAA (maximum 2 delegates): Per meeting attended Officership for 1-year (Chairperson, Vice-Chairperson, Secretary-Treasurer): Per meeting attended	1 3	
1	i) Coordination, meetings, scheduling concerning Pascack Valley Mutual-Aid Group inter-Corps coverage, radio frequency coordination, central dispatch issues, and the like		
1	j) New-member indoctrination (awarded to all participants)		
	k) Delegate to NJSFAC (maximum 2 delegates) Per monthly meeting attended Per annual & Mid-Year Convention attended	2 4	
1	l) EMS Equipment, Radio System, or Ambulance Maintenance or Repair assignments as authorized by Captain, Radio Committee Chairperson, or Ambulance Maintenance Committee Chairperson		
1	m) Clean-up and Property Maintenance assignments as authorized by House & Grounds Committee and approved by Executive Board (beyond regular Weekend Crew clean-up)		
	n) L.O.S.A.P. Committee participation: Chairperson Member	 2 1	
1	Internal WTVAC Audit of L.O.S.A.P. files Township audit of L.O.S.A.P. files	2	

- - - END FORMAL RULES - - -

4. The estimated cost of the program has been calculated as follows, based on every member of each organization qualifying for the program:

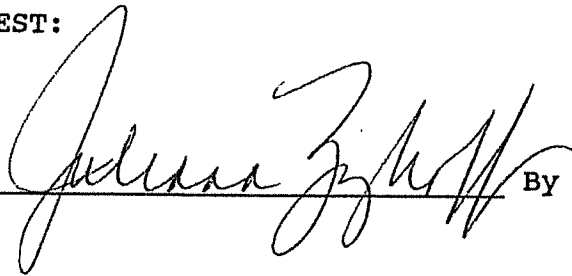
Annual Remuneration Per Member	Total Cost	Calendar Year
\$600.00	\$45,600.00	2000
\$850.00	\$64,600.00	2001
\$1,150.00	\$87,400.00	2002

6. Each active volunteer member of the Township of Washington Volunteer Fire Department and the Township of Washington Volunteer Ambulance Corp. shall be credited with points for volunteer services provided to such volunteer organization in accordance with the schedule set forth in section 3 hereof.
7. This ordinance shall not take effect unless it is approved by voters as a public questions at the next general election.
8. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.
9. All ordinances or any provisions of any ordinances inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistencies and not otherwise.

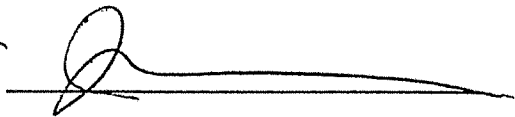
ATTEST:

APPROVED:
TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WASHINGTON

By



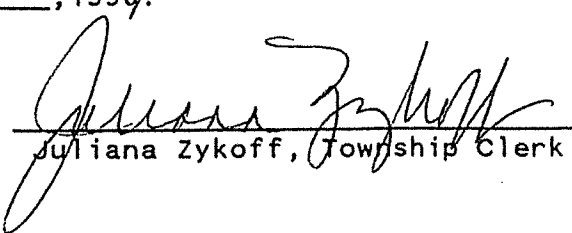
By



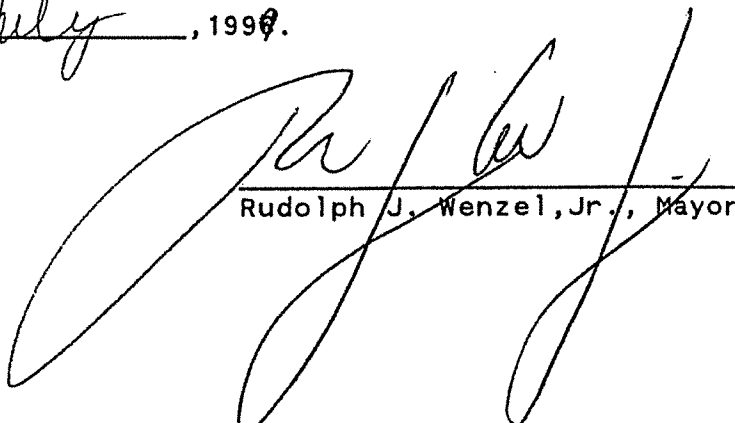
Dated: July 26, 1999

Roll Call: Ayes: Devine, Fadini, Giardina, Sobkowicz
Nays: None. Mr. Schroeder abstained.

I, Juliana Zyckoff, Township Clerk hereby certify that Ordinance No. 96-10 was submitted by me to the Mayor for his approval on the 26 day of July, 1996.


Juliana Zyckoff, Township Clerk

I, Rudolph J. Wenzel, Jr. hereby approve Ordinance No. 96-10 on the 26 day of July, 1996.


Rudolph J. Wenzel, Jr., Mayor