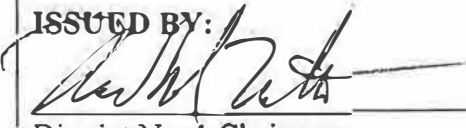
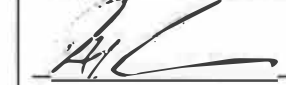




TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT No. 1

POLICY AND PROCEDURES

SERVICE ADMINISTRATION Administration	ISSUED BY:  District No. 1 Chairman  District No. 1 Clerk	
SUBJECT Annual Stipend Program	Revised: 08/2026	EFF. DATE 10/2024

PURPOSE:

Toms River Board of Fire Commissioners District No. 1 has established a volunteer stipend program designed to recruit and retain volunteer firefighters and fire police by incentivizing the necessary requirements for proper fire service operations; maximizing manpower responses to all alarms and ensuring critical leadership positions are filled. The program's objective is to provide support to the active firefighters, fire police and active life membership categories. The intention of the program is to provide eligible members with compensation to help offset the costs of:

- Property Taxes
- Rent
- Automobile Loan Payments
- Automobile Insurance
- Tuition for Institutions of Higher Learning and Technical Schools
- Medical and Life Insurance Premiums
- Medical expenses
- Mortgage Loan Payments
- Childcare

ELIGIBILITY

Individuals must be members of Toms River Volunteer Fire Company No 1, Toms River Volunteer Fire Company No. 2, East Dover Volunteer Fire Company or the Ocean Beach

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Volunteer Fire Company for no less than 12 consecutive months and/or have completed their probationary period.

Members on suspension and/or unavailable as a result of a disciplinary action, illness or other qualifying condition leave during the percentage year (October 1st through September 30th) will be prorated based upon month of service(s) in good standing.

The percentage year is calculated from October 1st through September 30th.

Members must complete all mandatory training as required by Toms River Board of Fire Commissioners District No. 1, laws of the State of New Jersey and the United States of America, regulations set forth by the New Jersey Division of Fire Safety, New Jersey Public Employees Occupational Safety and Health.

INCENTIVES

Each member shall be credited in the maximum of 10.00 for each alarm attended provided all eligibility criteria are met.

Active Firefighters, Fire Police and Active Life Members

All members must meet the minimum criteria of 25% of fire call attendance and monthly drills for each month of the reporting period set forth by the Toms River Board of Fire Commissioners District No. 1 to be eligible.

There shall be no exceptions or leniency to this criterion.

In addition to alarm responses and drills. Each officer shall be credited in the following amounts if they have satisfied the responsibilities of their office, subject to the discretion of the Chief and the Toms River Board of Fire Commissioners District No. 1.

Officer Annual Stipend

District Chief \$1,500.00

Chief \$1,500.00

Assistant Chief \$1,000.00

Captain \$1000.00

Lieutenant \$1 000.00

ALARM DEFINITIONS

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An alarm is defined as any valid request to put Toms River Volunteer Fire Company No 1, Toms River Volunteer Fire Company No. 2, East Dover Volunteer Fire Company or the Ocean Beach Volunteer Fire Company in service that is dispatched through the Toms River Fire Department Communications Center or another approved location. This includes mutual aid calls and self-dispatched alarms at an officer's discretion. Alarms DO NOT include notifications, work details, meetings, special assignments, community events, parades, memorial services, funerals, social events etc. Alerts for I am Responding (IAR) and any other supplemental services shall not be considered an alarm in the absence of a valid dispatch through the paging system.

ALARM ATTENDANCE

Upon receipt of an alarm, personnel must report to their assigned fire station or to the fire scene in a timely manner and must remain until the call is terminated or they are released by the officer in charge.

Personnel responding to a fire station other than their assigned station must have their personal protective equipment with them to receive credit.

All responding personnel must be prepared to perform a function for the duration of the call.

Alarm attendance credit during fire company social events will be at the direction of the Chief and/or officer in charge.

Members responding to an alarm operating in capacity other than a firefighter or fire police will not be credited with attendance.

Firefighters will receive credit for alarms occurring during approved Fire Training Center classes and out of district drills, and while conducting official fire company business.

RECORD KEEPING

Fire company roll call sheets will be utilized for recording attendance at alarms. It is the firefighter's responsibility to ensure he/she is properly credited on the roll call sheets for all alarms.

A current list of members on medical and personal leave will be maintained in the district office and radio room at their respective station. It is the Chief and or his/her designee to inform the

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Toms River Board of Fire Commissioners District No. 1 office of any member that is on medical leave for any reason.

Firefighters attending approved Fire Training Center classes, authorized training attended at other locations or conducting company business must make notifications to an officer prior to attending.

There will be no retroactive personal or medical leaves of absence.

The roll call data sheet will be entered into the District's approved reporting system for percentage tracking purposes. Roll call sheets will be retained for reference in the event of a dispute.

The Individual fire companies will distribute alarm attendance numbers monthly to their members for review by fire company members.

Upon completion of the fiscal year (October 1 through September 30th) each members will receive a report for their credited attendance and calculated payment amount. They will have ten (10) days from the date of receiving the report to dispute the values. After the ten (10) day period, the records will be considered final and closed for the year with no further review or consideration.

VIOLATIONS

Any member found to have violated the stipend program in any way to ensure that they or another member receives alarm credit and/or an annual payment shall be brought up on disciplinary charges and forfeit their eligibility to receive stipends in the future.

Fraudulent reporting will result in immediate termination from the Toms River Borad of Fire Commissioners District No. 1 roles. Toms River Board of Fire Commissioners District No. 1 reserves the right to pursue a criminal complaint and reimbursement.

PAYMENTS

Payments will be made at the conclusion of each calendar year following the second meeting of November which is after the conclusion of the ten (10) day dispute period. All payments will be made in the form of a check from the district. Each January, the Toms River Board of Fire Commissioners District No. 1 Administration office will generate a 1099 form for each member who received the stipend payments for the prior year.

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Stipend payments may be offset by the cost of any educational offering(s), training assignment(s) and/or other financial obligations to which a volunteer committed but failed to attend or complete.

The stipend program shall be independent of the Toms River Board of Fire Commissioners District No. 1 clothing allowance and LOSAP contributions.

The Payment of any stipend does not change the status of any volunteer. Volunteers are NOT employees of the Toms River Board of Fire Commissioners District No. 1. Stipend payments will conform to guidance set forth by the Fair Labor Standards Act (FLSA), New Jersey Department of Labor and Workforce Development and by the United States Department of Labor (DOL).

PROGRAM DURATION

The Toms River Board of Fire Commissioners District No. 1 reserves the right to modify or abolish this program at any time for any reason.