

Evesham Township Fire District Number 1
County of Burlington
State of New Jersey

Resolution Number 2024 - 30

**RESOLUTION ESTABLISHING A JUNIOR FIREFIGHTER'S
AUXILIARY FOR THE EVESHAM TOWNSHIP FIRE DISTRICT
NO.1 PURSUANT TO N.J.S.A. 40A:14-95**

WHEREAS, it is the desire of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to establish a Junior Firefighter's Auxiliary; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:14-95 the Board of Fire Commissioners, by resolution may establish an auxiliary to a volunteer fire company to be known as the Junior Firefighter's Auxiliary; and

WHEREAS, there exists a need to establish a Junior Firefighter's Auxiliary to aid the Evesham Township Fire District No. 1; and

WHEREAS, N.J.S.A. 40A:14-98(a) requires rules and regulations must be formulated to govern the activities of the Auxiliary; and

WHEREAS, it is the desire of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to adopt policy #809 to establish the rules and regulations; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Evesham Township Fire District No. 1, County of Burlington and State of New Jersey that a Junior Firefighter's Auxiliary be and is established in the Township of Evesham in accordance with N.J.S.A. 40A:14-95 et seq.

This resolution shall take effect immediately



John Behnke, President

This is to certify that the foregoing Resolution was duly adopted by the Board of Fire Commissioners of the Evesham Township Fire District Number 1 at a meeting held on the eleventh day of June 2024.



Secretary of the Board

Roll Call of Vote

Commissioner	Moved	Seconded	Ayes	Nays	Abstained	Absent
Baugh			✓			
Behnke			✓			
Guerrini	✓		✓			
Powers		✓	✓			
Rowe			✓			

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809.1 PURPOSE AND SCOPE

The purpose of the policy is to establish a Junior Firefighter/Junior EMT Auxiliary (herein: Auxiliary) and set policies and procedures for supervisors, advisors, and members of the Evesham Township Fire District No.1 Auxiliary program.

The Evesham Township Fire District No.1 Junior Firefighter / Junior EMT Auxiliary was developed to educate and involve youth in emergency services operations, to interest them in possible emergency services careers, and prepare them to attend formal recruit firefighter or emergency medical technician training. This program is designed to develop self-esteem, discipline, good citizenship, and leadership, while creating a better understanding between the Evesham Township Fire District No.1 and the youth of our community.

809.2 POLICY

The Evesham Township Fire District No.1 Junior Firefighter / Junior EMT Auxiliary was created by Resolution **XX** on **XXdate**. The Auxiliary program is for young adults over fourteen years of age, having completed the eighth grade, and less than eighteen years of age, to prepare them to attend formal recruit firefighter and emergency medical technician training in preparation for adult membership at age eighteen.

809.2.1 SUPERVISION AND ADMINISTRATION

The Auxiliary Supervisor is the person who is responsible for the overall administration, training, and emergency operations of the Auxiliary. The Fire Chief shall appoint the Auxiliary Supervisor.

The Auxiliary Supervisor shall assure that all necessary reports, statistics, and details are supplied to the Fire Chief as required or requested. The Auxiliary Supervisor shall assure the effective and efficient operation of the Auxiliary it relates to the overall objectives of the District.

Auxiliary Advisors are adult members of the District who have volunteered as advisory staff for supervision and operation of the Auxiliary. All advisors shall report to the Auxiliary Supervisor. Auxiliary Advisors shall be responsible for carrying out the policies and procedures for the District. Advisors shall maintain a constant professional and respectable appearance and attitude reflective of the District and always presenting a positive role model to our Auxiliary members. To remain an advisor, a member must meet the requirements of this policy and maintain a level of participation conducive to the needs of the group. The Auxiliary Supervisor shall appoint all advisors, with the approval of the Chief.

809.2.2 ELIGIBILITY AND APPLICATION

All Auxiliary applicants must meet the following minimum requirements:

- Be at least 14 years of age and have graduated eight grade, and less than 18 years of age.
- Able to speak, understand, read and write the English language.

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- All Auxiliary members under the ages of 18 must have a signed consent from their parent or guardian.
- Have no arrests or convictions for crimes or serious offenses that would bar them from employment as a firefighter or EMT.
 - The review of the applicant's background will look at any developed information and will compare it to District's membership standards. If the applicant does not meet the standards, then he or she will not be accepted into the Auxiliary program.
- Be in good physical health and able to participate in physical activities.
- Must maintain passing behavior or character grade while in high school.
- Must maintain a "C" average and have a good discipline record in school.
- Must be able to attend the scheduled meetings and training sessions.

All Auxiliary applicants shall complete an Evesham Township Fire District No.1 Auxiliary Member Application. Once an application is received it will be referred to the Auxiliary Supervisor who will contact the applicant to set up an in-person interview. Applicants being interviewed must ensure that a parent or legal guardian accompanies them to the interview. During the interview the Auxiliary Supervisor will explain in detail the areas that the member will be permitted to participate in, and those that he/she will not be permitted to participate in, as well as District expectations. After the interview, if the applicant and parent/guardian would like to continue with the application process, the parent/guardian will sign the parent/guardian authorization in the application package.

The following steps must be taken prior to being considered for Auxiliary membership:

- Completed Auxiliary Application
- Signed Parent/Guardian authorization
- Completed Auxiliary member medical evaluation by the applicant's physician
- Completed Background Check
- Completed Auxiliary Member Acknowledgement Form

Completed application packages will be received by the Auxiliary Supervisor and forwarded to the Business Administration for filing and inclusion on the Board agenda.

All applications for Auxiliary membership will be approved by the Board of Fire Commissioners.

Fire Administration will maintain a file for each applicant.

809.2.3 PARTICIPATION

Auxiliary Members are responsible to attend at least one half of the meetings and drills per year. The Auxiliary Supervisor shall be responsible for keeping the official record of such attendance.]

Each Auxiliary Member shall provide a copy of their official school report-card to the Auxiliary Supervisor, when requested to do so. Auxiliary members not maintaining a "C" average shall not be permitted to participate in any Auxiliary activities until their grade average is improved to at least the minimum. Members who do not meet the minimum participation requirements shall be given sixty days to account for their inactivity. Without such a reasonable excuse the Auxiliary Member may be removed from the rolls after an inquiry is performed by the Auxiliary Supervisor.

Required schoolwork shall always take precedence over any District activity.

809.2.4 AUXILIARY MEMBER CLASSIFICATION

Auxiliary Members have been approved by the District and are recognized as full members of the District, but are restricted in their activities due to being under eighteen years of age. Auxiliary Members will be afforded the same insurance and risk coverages as adult members.

All participants in the Auxiliary shall be known as Auxiliary Members.

Auxiliary Members who have obtained certain qualifications will be promoted to the designation of Junior Firefighter or Junior EMT (herein: Junior). To be eligible for promotion, Auxiliary members shall have completed the following training/requirements:

- Minimum of 16 years of age
- Completion of CPR training
- Completion of District-required training (annual competency training)
- Enrolled in OR have completed NJ Firefighter (For Junior Firefighters)
- Enrolled in OR having completed Emergency Medical Technician training (For Junior EMTs)

809.2.5 UNIFORMS

Auxiliary Members will be issued Auxiliary uniforms. Auxiliary members shall wear uniforms for the following: duty crews, drills, meetings, parades, and public education programs. The Auxiliary Supervisor or Auxiliary Advisor shall approve use of the Auxiliary uniform at any other time or event.

The Auxiliary Member uniform will consist of the following District-issued items:

- (1) pair of pants
- (1) cloth belt
- (2) Auxiliary t-shirts
- (1) Auxiliary Polo Shirt

Auxiliary Members will be issued helmets, work gloves, and safety glasses for use during training evolutions. Junior Firefighter and Junior EMTs will be issued personal protective equipment necessary to complete their respective training programs and for use during in-house duty crews.

809.2.6 GENERAL OPERATIONS- ALL AUXILIARY MEMBERS AND ADVISORS

- Auxiliary Members are only allowed within District facilities for Auxiliary activities, or as part of a scheduled in-house fire or EMS duty crew. Auxiliary Members will not be issued key FOBs, or provided computer login credentials, unless they are enrolled in a firefighter or EMT training program.
- Auxiliary Members are not permitted to 'respond from home' for dispatched calls.
- At no time will any Auxiliary Member be in contact with a single adult member unless they are in public view/common areas of District facilities.
- A minimum of two adult members of the District will be necessary to speak to any one Auxiliary Member when separated from the group/duty crew. If the Auxiliary Member is a female, at least one of the two Auxiliary Advisors must be a female when separated from the group/duty crew. Separation is defined as a private meeting between Auxiliary members/advisors out of public view (ie a closed office)
- Fraternalization between adult members and Auxiliary Members is forbidden. Field trips and off-site Auxiliary activities will have sufficient adult supervision to maintain a 1:10 supervisor/member ratio. If any female Auxiliary Members are present, at least one female Auxiliary Advisor must be present for field trips and off-site Auxiliary activities. With approval of the Fire Chief, adult parents of Auxiliary members may be used to meet ratios for certain Auxiliary activities (ie group trips).
- Auxiliary members are only authorized to be in District facilities for Auxiliary activities or duty crews. Auxiliary members are not permitted to 'hang out' and fraternize.
- Auxiliary members are prohibited in engaging in activities or being in the firehouses between the hours of 2200 and 0600, regardless of the time of year.
- When participating in Auxiliary activities, station activities, duty crews, or emergency operations, all Auxiliary Members will report to the Auxiliary Supervisor or Advisor, or in their absence, Fire Chief or designated officer in charge of the activity.
- No member under the age of 16 is permitted to ride in an ambulance or fire apparatus to an emergency.
- If training or activities requires an Auxiliary Member to ride in apparatus, they must be in a seated, fully enclosed area of any fire department vehicle. All members will always utilize passenger-restraining devices, regardless of the type of vehicle they are riding upon.
- Auxiliary Members, regardless of age and training, are never permitted to enter the interior of a structure fire, nor are they permitted to perform interior or exterior salvage and overhaul.
- Auxiliary Members are never permitted to clean up attack hoseline at a fire scene. Only 3-inch and 5-inch supply hose may be handled.

809.2.7 PERMITTED ACTIVITIES- AUXILIARY MEMBERS (AGES 14 & 15)

Activities of Auxiliary Members under 16 years of age shall be limited to (1) attending meetings of the Auxiliary; (2) receiving instruction; (3) participating in training that does not involve fire,

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smoke, toxic or noxious gas, or hazardous materials or substances; and (4) observing firefighting activities under supervision [40A:14-98(c)]. Child Labor Law (N.J.S.A. 12:58-3.2) also state (a) Minors under 16 years of age shall not be permitted to work in, about, or in connection with power-driven machinery.

When indicated, Auxiliary Members shall utilize approved personal protective equipment. It shall be used in the fashion as it was designed and for the period of time as is directed by the Auxiliary Advisor.

Training programs for Auxiliary Members under age 16 years of age may include, but are not limited to, carefully supervised programs addressing the following:

- Use of fire department ground ladders. No member is permitted to ascend an aerial device or ground ladder over 28' feet in height.
- Operation of various hose, nozzles and related equipment.
- The use of a self-contained breathing apparatus in non-hazardous, non-simulated environments.
- Operation of portable fire extinguishers.
- District administrative policies and operational procedures.
- First Aid and CPR instruction.
- Emergency responder safety issues.
- Axe, Crow Bar, and manual Seat Belt Cutter

Auxiliary Members ages 14 and 15 are not permitted to participate as part of fire and EMS Engine duty crews, but may participate in training with them, in accordance with the provisions of this policy.

If an opportunity presents itself, Auxiliary Members ages 14 and 15 may be brought to the scene of an emergency by an Auxiliary Advisor for observation purposes only in a station support vehicle. In this situation, the Auxiliary Member must remain with the advisor and the advisor can have no other responsibility then to stay with the Auxiliary Member. Auxiliary Members ages 14 and 15 are not permitted to be in close proximity to any possible hazards including smoke, toxic materials, etc. Auxiliary Members are not permitted to be brought to an emergency scene that is out of town, involves hazardous materials, or is on a state highway.

809.2.8 PERMITTED ACTIVITIES JUNIOR FIREFIGHTER / JUNIOR EMT MEMBERS (AGES 16 & 17)

At age 16, Juniors can participate in most training evolutions. Training may occur at fire academies and similar learning facilities, fire stations, or other training sites such as parking lots, junk yards, etc. When training utilizes hazardous equipment such as compressed liquids or gases, ladders, power tools, etc., Child Labor laws require direct and close supervision of the Juniors. All other state laws must also be adhered to, such as utilization of certified instructors.

Prior to conducting certain activities and hazardous equipment, Juniors shall be adequately educated and prepared. Examples of the following types of activities are listed below:

- All of the activities listed in 1400.2.7
- SCBA in training in non-hazardous/non-IDLH situations. Certified instructors must properly prepare Junior Firefighters before actually donning and wearing SCBA even in theatrical smoke or confidences courses.
- An exemption allowing Juniors to train with saws and other power tools when under direct and close supervision has been granted by PEOSH
- Operation of charged hoselines and various hose, nozzles and related equipment.
- Oxygen – must be 16 years of age to ride in an ambulance containing oxygen cylinders; must be 16 years of age to administer oxygen
- Suction Unit – must be 16 years of age to train with or operate
- Air Chisel, Powered Seat Belt Cutter, and Porta-Power (manually-operated hydraulic spreader) – must be 16 years of age to train with or operate

809.2.9 EXPLICITLY PROHIBITED ACTIVITIES FOR ALL MEMBERS UNDER 18 YEARS OF AGE

NJ Child Labor Laws (N.J.S.A. 12:58) explicitly prohibit the following activities for Auxiliary members under 18 years of age:

- Jaws of Life and similar hydraulic tools
- Come Along, winch, grip hoist
- Directing Traffic
- Not be permitted to work in, about, or in connection with Highly Inflammable Substances, Radioactive Substances and Ionizing Radiation, Carcinogenic Substances, Toxic and Hazardous Substances, Infectious or Contagious Diseases, Corrosive Materials, and Pesticides.
- Work in conjunction with injurious quantities of toxic or noxious dusts, gases, vapors, or fumes.
- Oil, wipe, or clean machinery in motion or assist therein
- Use grinding, abrasive, polishing, or buffing machines

809.2.10 AUXILIARY MEMBER DUTY CREW PARTICIPATION

Juniors are permitted to participate with fire and EMS duty crews between the hours of 0600 and 2200. All such participation needs to be scheduled and approved by the Auxiliary Supervisor and shall be logged in the electronic scheduling system. The Junior will fill the 'seat' of a 'Recruit/ Explorer.' No more than one Junior is permitted on the same fire or EMS duty crew. Prior to participating in a duty crew, the Auxiliary Supervisor shall ensure all Juniors complete the following District training:

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- CPR Certification
- Completion of CPR training
- Completion of District-required training (annual competency training)

Juniors will be permitted to ride on the apparatus at the discretion of the apparatus officer. Upon the arrival to the incident the Junior will remain with the apparatus and assist the apparatus operator.

- Auxiliary members, regardless of age and training, are never permitted to enter the interior of a structure fire, nor are they permitted to perform interior or exterior salvage and overhaul.
- Under no circumstances will a Junior be permitted to respond to a call ON a state designated Highway (i.e Route 70 or 73, or any other state designated highway). If during the course of events apparatus does respond to an incident on the highway with a Junior, the Junior member is to remain seated and belted on the apparatus.
- Under (NO) circumstances will a junior be permitted to respond to any response for out of town assistance. If during the course of events apparatus does respond to an incident for out of town assistance with a Junior, the Junior member is to remain seated and belted on the apparatus.