

Butte Unit

Training Funding Guidelines

In an effort to assist supervisors and employees in identifying what training the Butte Unit will support for the different civil service classifications, this document has been developed for your reference. The identified training on this document is in compliance with CAL FIRE policy and local training requirements approved by the Butte County Fire Chiefs Association.

For all ranks the Butte Unit will fund the minimum mandatory training required for the employee's rank to maintain the skills and knowledge necessary for successful job performance. Typically this includes EMS, CPR, Communicable Disease, CE's, King Airway, HazMat FRO, EEO, Defensive Driver, S-212, Sawyer Recertification, Confined Space Awareness, CAL FIRE Firefighter Safety & Survival Level 1, NIMS-700, NIMS-800, ICS-100, S-190, Water Rescue or Swift Water Awareness, FSTEP Firefighter Survival, JAC required training, FFA, COA and HFEO academy. Refer to the 4000 manual under Employee Training Guides for the specific training requirement based on the employees rank (civil service classification).

Firefighter I, LT Firefighter II, LT Fire Apparatus Engineer & LT Fire Captain

The unit will fund mandatory training for the employee to maintain the knowledge and skills necessary for job performance as outlined in the 4000 manual, Employee Training Guide for the above ranks.

Firefighter II

The unit will fund mandatory training for the employee to maintain the knowledge and skills necessary for job performance as outlined in the 4000 manual, Employee Training Guide for the above rank.

The unit will also fund:

- ICS courses and ICS pre-requisite courses in the employees chosen ICS track (maximum of 2 ICS qualification)
- Specialized training based on specialized team assignments (HazMat/Rescue)
- Auto Extrication 1, 2, 3
- LARRO
- ICS-200 Basic ICS
- SFT FF1

Fire Apparatus Engineer

The unit will fund mandatory training for the employee to maintain the knowledge and skills necessary for job performance as outlined in the 4000 manual, Employee Training Guide for the above rank.

The unit will also fund:

- ICS courses and ICS pre-requisite courses in the employees chosen ICS track (maximum of 4 ICS qualifications)
- Specialized training based on specialized team assignments (HazMat/Rescue)
- All courses approved for FFII
- ICS-300
- S-290
- Water Rescue First Responder
- Command 1A
- Prevention 1
- Training Instructor 1A
- FI-210 Wildland Fire Investigation

Fire Captain

The unit will fund mandatory training for the employee to maintain the knowledge and skills necessary for job performance as outlined in the 4000 manual, Employee Training Guide for the above rank.

The unit will also fund:

- ICS courses and ICS pre-requisite courses in the employees chosen ICS track (maximum of 6 ICS qualifications)
- Specialized training based on specialized team assignments (HazMat/Rescue)
- Specialized training based on the employees **Current** work assignment (prevention/training/ECC/AAB)
- All courses approved for FFII and FAE
- C-234 Firing Methods and Procedures
- S-390 Introduction to Wildland Fire Behavior
- S-330 Strike Team Leader
- S-339 Division Group Supervisor
- Rescue Systems 1
- SFT Fire Officer Certification Courses
- Upward mobility - Performance objectives training courses identified on the employees (supervisor approved) current year IDP (STD-637)

Chief Officers

The unit will fund mandatory training for the employee to maintain the knowledge and skills necessary for job performance as outlined in the 4000 manual, Employee Training Guide for the above rank.

The unit will also fund:

- ICS courses and ICS pre-requisite courses in the employees chosen ICS track
- Specialized training based on the employees **current** work assignment (prevention/training/ECC/AAB)
- Specialized training based on specialized team assignments (HazMat/Rescue)
- All courses approved for FFII, FAE and FC
- ICS-400 Advanced ICS
- S-430 Operations Section Chief
- SFT Chief Officer Certification Courses
- Upward mobility - Performance objectives training courses identified on the employees (supervisor approved) current year IDP (STD-637)

Other Employees (Office Staff, Communications Operators, Forestry Equipment Manager, Heavy Equipment Mechanics, Resource Management Staff)

The unit will fund mandatory training for the employee to maintain the knowledge and skills necessary for job performance as outlined in the 4000 manual, Employee Training Guide for the above ranks.

The unit will also fund:

- ICS courses and ICS pre-requisite courses in the employees chosen ICS track (maximum of 2 ICS qualification)
- Specialized training based on the employees **current** work assignment (shop/ECC/etc.)

Notes:

*Employees should refer to their current MOU for current training related reimbursements.

*BU08 MOU section 12.5 (training and Education) for current reimbursements for job required and non-required training satisfactorily completed by the employee

*BU08 MOU section 8.1.3 allows employees to be placed on a 5-day duty week (training schedule 16-16-16-16-8) at management's option.

*BU08 MOU section 12.1.2.3 An employee may not claim lodging, meal or incidental expenses within 50 miles of his/her home or headquarters.

*The unit will strive to fund training beyond the minimum mandatory training if funding is available.

All,

Attached is a document called Butte Unit Training Funding Guidelines. The document is approved by the executive staff and captures the units training funding parameters by rank. Please reference the document prior to submitting TR7's for training.

It is important to note that if the unit is not sponsoring an employee to attend a training class, the employee should not be attending the non-sponsored training class on duty and no overtime should be incurred as a result of the training class. Employees seeking fire service training or high education that is outside of the unit sponsored curriculum for their current classification is strongly encouraged. But, the unit is not responsible for the cost of post coverage or overtime as a result of the training.

The employee should use the option of trade days or pre-approved annual vacation.

The cost of tuition for a non-sponsored class is negotiable and handled on case by case bases.

