

Hauser Lake Fire Protection District

Policy Statement Sub Organization

Effective: 01/11/2021

Policy #069

Purpose:

This policy defines a sub organization, makes sure that the sub organization works within the command structure of the District and establishes oversight in order to protect the interests of the District and its members. Sub organization members have access to the fire station, apparatus and operate at emergency scenes. The Fire District must ensure those operating in this capacity have the correct training, equipment, and knowledge to work safely and efficiently within assigned tasks. This protects the district from liability associated with lack of training related to equipment operation, confidentiality and other issues like HIPPA.

Definitions of a Sub Organization:

Organizations working to forward the purposes and mission of the Hauser Lake Fire Protection District with their own membership and bylaws. All the members of a sub organization have access to the station, equipment, apparatus and respond to emergency scenes, trainings and functions. This does not apply to groups that have permission to use the station as meeting space like the 4-H, AA and Lyons Club.

Policy:

All members of a sub organization must be a member of the District. If a District member is removed from the Department, the individual is no longer eligible to be a member of the sub organization

If a sub organization has financial accounts or obligations it must report to the commissioners annually at a date agreed to by the commissioners and the sub organization. At the discretion of the Commission a more frequent meeting schedule may be set. The commission will have oversight responsibility of the sub organization's financial obligations and accounts.

Sub organizations must meet with the commission and receive approval for any proposed changes to the bylaws. Other changes to the operations of the sub organization that may impact the operation or liabilities to the fire department must receive Commission approval prior to implementation. Changes that are not expected to impact the operations or liabilities may be changed without Commission approval. Those changes must be communicated with the Commission and Chief within 14 days.

Members operating as part of a sub organization remain part of and appropriately report through the District command structure. The roles and responsibilities of sub organization officers does not infer authority within the Departments command structure.

Governance and financial operations of the sub organization will be run through the officers and members of that sub organization with annual oversight of the District Commissioners as described above.

The Fire Chief and Commissioners cannot be members of a sub organization.

Approved

Date: _____

Commissioner

DRAFT