APPLICATIONS FOR MEMBERSHIP

(A) Any person may request a membership in the **SHENANGO TOWNSHIP VOLUNTEER FIRE DEPARTMENT** by filling out an application. The application shall include personal information, place of employment, employment history, reasons for wanting to join the Department, and listing three (3) character references who are not members of the applicant’s immediate family. A physical examination, at the department’s expense, may be requested by the Department. Any applicant applying for membership must be 18 years of age or older and must meet the Departments S.O.P. physical fitness requirements. An applicant cannot live outside of a 1 mile radius of the township limits of Shenango. Applications will be accepted anytime at Fire Station I.

(B) Any person desiring to become a member of the **SHENANGO TOWNSHIP VOLUNTEER FIRE DEPARTMENT** must complete an application and fulfill the requirements of exhibit A. The application shall be accompanied by $5:00 dollars. The application shall make reference to the membership level of application.

(Entry Level Requirements for the Position of Volunteer Firefighter.)

**Section 2.02**

The body shall vote at the next business meeting to accept or reject the applicant.  A majority of (51%) present at the meeting shall be required to accept or reject. If the applicant is rejected, the applicant shall be notified in writing of the reason. The application fee shall be returned with the letter.

 (A)Upon acceptance, applicant shall undergo a physical and drug testing as set up at a facility approved by the department. Tests shall be completed with in the six (6) month probation period. The applicant will also be required to obtain Hepatitis shots provide by the department. Refusal of preventative medicine is not a requirement of the department; however, the applicant must signify the decline in a letter to be placed in the permanent files.

(B)Probation period will begin once the Body has voted to approve the application and shall last for a minimum of six (6) months. The probation period can be extended by the Fire Chief, if satisfactory progress has not been achieved.

During the probation period, Applicant shall perform all duties of a firefighter, including Emergences, fundraising, training, fire school, and training on use of equipment.

(C) At the end of the probation period, the Fire Chief shall make the recommendation the Body for acceptance or rejection of membership. The body may also vote to extend probation. Final approval or rejection rests with the majority vote of the body at a regularly scheduled business meeting.

**Section.2.03**

Voting on Membership

(A) Vacancies will be voted upon by the active fire Department membership at the next regular fire Department meeting.

(B) Regular Active Membership is limited to sixty (60) members at one time.

(C) Out of township members are limited to one (1) Line Officer and one (1) Executive Board position.

(D) Balloting upon all membership applications will be secret. Voting is limited only to those personnel who hare on active status.

(E) A vote of two-thirds (2/3) of the voting members present is required to qualify a candidate for a minimum of a thirty (30) day trial period, and the candidate shall be placed upon the roster as a “Recruit”. This trial period shall include twelve (12) hours of truck training, attending two (2) training sessions and one (1) meeting. This period will have thirty (30) days minimum and ninety (90) days maximum to be completed. If a candidate fails to receive the vote required, he or she will be disqualified as a candidate for one (1) year.

(F) When trial period is completed, the “Recruit”, at department’s expense shall obtain a physical examination. Upon the departments’ physicians’ approval the “Recruit” will be placed on probation status.

(G) Bunker gear and departmental equipment such as pagers, will be issued after acceptance and is subject to availability.

**MEMBERSHIP CATEGORIES**

**Section 3.01**

All Active and Social members are required to pay annual dues of one ($1.00) each year. The dues shall be payable January 1st each year. Veteran members and those active members on military assignments are not subject to the annual dues. Any member not paying their dues by May 1st of any year will be placed on probation until such time as payment is may. Any member not paying dues for a entire year will be subject to discipline and or termination.

**Section 3.02**

Active-fire members are those who conduct the department’s service and business activities. They are required to take such training as may be prescribed by the department. They shall attend fires and other emergencies, drills, meetings and participate in the business activities.

(A) Active-fire members can vote, hold line or executive office and nominate to office.

(B) Are required to attend six (6) monthly membership meetings in the preceding year to run for office or to vote or if in a current position, to be eligible to continue in an office.

**Section 3.03**

(A) The active members of the Shenango Township Volunteer Fire Department shall obey the orders of the officers of Shenango Township Volunteer Fire Department. Roll call shall be taken at all emergency calls. Active members must attend at least twenty percent (20%) of the Department’s emergency calls, twenty percent (20%) of the Department’s meeting and twenty percent (20%) of the training sessions **or** an equivalent of twenty (20%) percent of all department events to maintain active status. Each member will be responsible for seeing that attendance has been properly recorded for all calls and training by reporting to the officer in charge and completing all necessary documentation.

(B) Active members who fail to meet with the above requirements will be placed on probationary status until such time as has met the requirements.

(C) All active members must meet the requirements of their positions as specified in Article 4, Section 1 (a) and (b).

(D) An active member who has any condition or debilitating injury which requires medical treatment must present to the senior command officers a medical release for fire fighting activities, before he or she may return to active duty. A copy will be given to the secretary for permanent record.

     (1)  Firefighters on medical leave shall receive all benefits. Firefighters under Medical

           care are not permitted to respond to Emergencies calls until a signed medical

           clearance has been received and documented by the Recording Secretary.

     (2) No member may remain on medical leave for a period of more than one (1) year

        unless special approval is granted by the membership body. Such requests must be

        made in writing to the department.

     (3) All members on medical leave may attend offered training, but may not participate

           in any activities which would be restricted by the medical condition or the advice

           of his or her treating physician.

**Section 3.04**

Active-business members are those who conduct the department’s business activities. They are required to take such training as may be prescribed by the department. They shall attend meetings and participate in the business activities. They shall provide support to the active fire members engaged in emergency service as requested by the line officer in command.

(A) Business members can vote on business matters, hold executive office and nominate officers.

(B) Business members cannot vote for line officers and/or anything to do with fire fighting business, except for board members at board meetings.

(C) Have to attend six (6) monthly membership meetings in the preceding year to run for office or to vote.

**Section 3.05**

(A) Probationary members have no voting rights.

(B).All new applicants will be placed on probation for a minimum of six (6) months.

(C) Active members can be placed on probation for violations of Department rules or not meeting attendance requirements. It is the responsibility of the member to inform the Department membership body of reasons for becoming inactive. The Executive Board will make a determination and present the final determination to the body for approval. It will require 2/3 of the voting eligible body present at a regular business meeting to overturn an Executive Board personnel decision.

(D) An active member, who holds an elective office, and has been placed on probation, Will NOT retain that office, and may not run for re-election while on probation.

(E) No officer may remain on probation for longer than six (6) months. If an officer still does not qualify for active status, he or she shall relinquish his or her office. The replacement will be selected by the Executive Board and approved by the voting eligible membership body at a regular business meeting. It will require 2/3 of the voting eligible body present at a regular business meeting to overturn an Executive Board personnel decision

(F) A probationary member may return to active status as soon as all active requirements have been met.

**Section 3.06.**

A Junior Firefighter Chapter of the Company shall be formed of individuals from the Township between the ages of fourteen (14) through seventeen (17), consisting of junior firefighter ages fourteen (14) though fifteen (15) and minors ages sixteen (16) through seventeen (17).  All state regulations must be conformed to before new members will be accepted.  The Junior Chapter will be conducted in accordance with the Constitution and By-Laws of the Company as they now exist or are hereafter amended.

Junior-fire members are 16- and 17-year-old members that are interested in becoming active fire members upon reaching eighteen (18) years of age.  Age 14 and 15 year olds can make application for junior membership provided that their parents or legal guardian are members of the department.

(A) Junior fire members are permitted to perform those activities permitted under the child labor laws and by policy jointly enacted by the line and executive council.

(B) Junior fire members are not permitted to vote, nominate to or hold office, drive departmental vehicles, nor will they receive a key for the building.

(C) Junior fire members are required to successfully complete the Pennsylvania State Fire Academy Essentials of Fire Fighting (Basic).

(D) A junior firefighter has been in the department can apply for regular active membership at the age of eighteen (18). His or her time in the department will be counted as active service time.

(E) Junior members must provide appropriate work certificates from their school district as required by law.

**Section 3.07**

Inactive membership will be extended to those members who due to schooling, military service, temporary job relocation or any other reason that may keep them from making the activities of the department.

(A) Inactive members cannot hold office, vote or serve on committees until they return to active status.

(B) To return to active status, they must submit a letter to the Recording Secretary requesting to return to active status. At the next regular meeting the letter will be read and they shall be returned to active status, no vote shall be required.

(C) An inactive member has 4 years to return to active status from the time inactive status was granted. After that time it shall be up to the Executive Board to deal with the situation as best serves the interests of the department. Military obligations do not fall under the 4 year limitations.

**Section 3.08**

Due to extraordinary service, someone may be received as an Honorary Member at the recommendation of an active member and by a two-thirds (2/3) vote of the members present at any regular business meeting.  Honorary Members are exempt from paying dues but not entitled to voting privileges.

Honorary Membership status may granted based on recognition of services or skills, which have benefited the department.

(A) Honorary members cannot nominate to or hold office or vote.

(B) Honorary members are permitted to attend business meetings, but may not attend fire suppression or rescue activities.

**Section 3.09**

Social members are those to which the Department has extended non-active membership. They have no membership privileges other than social or to act as consultants on departmental business or activities. Social members have no voting rights concerning Fire Department Business. A Social member may request the right to engage in discussion during a business meeting only with approval of the President. Social members are not allowed to represent the department at fire related activities.  Social members are required to assist in fundraising activities and shall attend a minimum of six fundraising events per year. Social members not meeting the minimum requirements for the position will be removed from the Social roster.

**Section 3.10**

Veteran members are those with at least fifteen (15) years of active service and have reached the age of fifty (50) and have filed a written request made to the department.

(A) Veteran members are not required to make fire or emergency calls, but they are required to continue training prescribed for Active-Fire members if they desire to take part in the fire suppression or rescue squad activities.

(B) Veteran members retain their voting privileges, can hold office and serve on committees.

(C) In recognition for their services, the department will issue to the life member a personalized badge.

(D) A Veteran Member shall attend six (6) membership meetings in a year in order to run for office.

**Section 3.11**

A member may request to change their membership class, provided that they meet the requirements for the class they wish to enter. The written request shall be submitted to the President and will be read at the next monthly meeting.