
GENERAL SERVICES



COUNTY OF SANTA CRUZ

GOVERNMENTAL CENTER
 (831) 454-2210
 ROY K. HOLMBERG
 DIRECTOR

701 OCEAN STREET, ROOM 330, SANTA CRUZ, CALIFORNIA 95060-4073
 TDD: (831) 454-2123 FAX: (831) 454-2710

November 6, 1998

Agenda: November 24, 1998

**Board of Supervisors
 County of Santa Cruz
 701 Ocean Street
 Santa Cruz, California 95060**

COUNTY FIRE VOLUNTEER FIREFIGHTER HANDBOOK

Dear Members of the Board:

As your Board is aware, the County Fire Department and Santa Cruz County Volunteer Firefighters Association have been developing a handbook that clearly delineates the responsibilities, policies and protocols that govern volunteer firefighter members. The handbook before you today represents many months of dedicated effort from all involved, and is endorsed by both the County Fire Chief and the Volunteer Association.

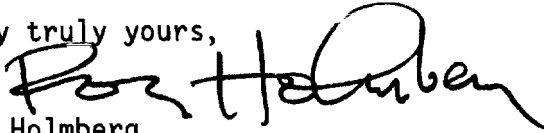
County Counsel has reviewed those sections of the manual pertaining to labor law. Additionally, every volunteer fire company has had opportunities to review and offer comments for the handbook throughout its draft process. The Santa Cruz County Fire Department Advisory Commission approved the document at its regular meeting in September, 1998.

Attached are letters from both Chief Wert and the Volunteer Firefighters Association Chair endorsing the handbook as presented today to your Board. In summary, the fire department staff, volunteers and associates are confident that the handbook represents a progressive milestone for the management of the County Fire Department, and look forward to continuing working together to ensure the effective delivery of fire services in Santa Cruz County.

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Agenda: November 24, 1998**

It is therefore recommended that your Board accept this report on the Santa Cruz County Fire Department Volunteer Firefighter Handbook.

Very truly yours,


Roy Holmberg
Director

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

**CC: Chief Wert, County Fire
County Counsel
Volunteer Firefighters Association
Fire Department Advisory Commission**

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SANTA CAUZ COUNTY
FIRE DEPARTMENT



COUNTY OF SANTA CRUZ

6059 Highway 9
(408) 335-5354

P.O. Drawer F-2, Felton, CA 95018-0316

STEVE WERT
Fire Chief

November 4, 1998

Ms. Nancy Carr-Gordon
Director of Emergency Services
Governmental Center-County of Santa Cruz
701 Ocean Street, Room 330
Santa Cruz, CA 95060

Dear Nancy,

The project of producing a draft of the Volunteer Handbook for the Board of Supervisor review is now completed. I met with Luisa Orlando and Greg Spear, representatives of the Volunteer Association, on Friday, October 23, 1998 for a final review of our effort. We agreed that copies of this draft are now ready for review by the Board of Supervisors at a date to be determined in November 1998.

This draft is a result of a cooperative effort between paid and volunteer staff of the Santa Cruz County Fire Department. It has been reviewed and endorsed by County Council and by the Fire Department Advisory Commission. We believe that the Handbook will provide clear direction to the volunteers in recruitment of new members. The Handbook will also serve as a resource for paid and volunteer staff regarding orientation, training, and operational protocols and procedures for volunteer members of the County Fire Department.

I respectfully request that you contact the Board of Supervisors to place this item on their agenda for review and endorsement at a meeting in November 1998.

Sincerely,

Steve Wert
Fire Chief

Santa Cruz County Volunteer Firefighter Association
975 Martin Road
Bonny Doon, CA 95060

Nov. 2, 1998

Nancy Car-r-Gordon, Deputy Directory General Services Dept.,
701 Ocean St.
Santa Cruz, CA 95060

Dear Nancy,

The Santa Cruz County Volunteer Firefighter Association endorses the enclosed Volunteer Handbook. This Handbook is the result of months of planning and discussion with County Volunteer Firefighters, Volunteer Firefighter Association and CDF/County Fire. Our goal in producing this Handbook was to have a concise document regarding Volunteer Operations.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Springmeyer". The signature is fluid and cursive, with a long horizontal stroke at the end.

Charles Springmeyer, Chairperson,
Santa Cruz County Volunteer Firefighter Association
Volunteer Captain, Bonny Doon Co. 32