



# Solano County Fire Chiefs Association GUIDELINES

<b>Guideline Name:</b>	<b>HAZ MAT Team</b>
<b>Number:</b>	<b>02</b>
<b>Revision / Reviewed Date:</b>	<b>March 01, 2018</b>

## I. Purpose

- A. Purpose: The purpose of this policy is to create expectations for the behaviors, attendance and behaviors of the Solano County Interagency Hazardous Materials Team. This policy is not meant to replace or contradict the policies and procedures that are currently in place and enforced by Solano County.

## II. Procedure

### A. BOARD OF DIRECTORS

1. The Board of Directors is the governing body of the Team. Each participating agency will have one voting position on the Board of Directors. The Board will meet regularly, no less than once every two months. Additional representatives from non-participating or associated agencies may be invited to attend these meetings.

### B. Attendance

1. The haz mat team leader or his/her designee will be responsible for the tracking and reporting of haz mat team attendance to drills, calls, and trainings. The expectation is that team members will respond to all requests while on duty without interference from their home agency. It is expected that members will respond to call outs while off duty if they are able to do so.
2. Each member agency will establish and enforce their respective attendance policies due to differing MOU issues and department policy manuals.

### C. Dress Code

1. Haz mat team members are issued 2 sets of uniforms upon appointment to the team. These uniforms are intended to be worn to trainings, call outs and drills when at all possible.
2. Each member agency will establish and enforce their respective dress code policy due to differing MOU issues and department policy manuals.

### D. TRAINING REQUIREMENTS

1. The minimum level of training necessary to wear personal protective equipment and participate in Team entry into a hazardous environment is the 160-hour Hazardous Materials Technician training provided through the California Specialized Training Institute or the California State Fire Marshal's Office or approved by the Board of Directors. The Team requires Technician



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trained members to elevate further to the Specialist level within one year of joining the Team.

2. Every Team member is required to annually complete refresher training to maintain standing on the Team. Training drills and exercises are conducted on the first and third Tuesday of each month, except September when members will attend the “Continuing Challenge”. Each Team member is responsible for attending a minimum of twenty-four (24) hours of approved training.
3. A minimum of eight (8) hours of the minimum twenty-four (24) hours shall be Team furnished training. The other sixteen (16) hours of training will be based on the following conditions:
  - a. The training must be directly related to hazardous materials response;
  - b. Regional Training
  - c. Certified Hazardous Materials Courses
  - d. Continuing Challenge
  - e. Teaching a Hazardous Materials Course
  - f. Unusual Events (floods, etc. where Haz Mat response is part of the activities)
  - g. In-house training
4. The Team will establish and maintain an Attendance Policy and monitor maintenance of required Certifications.
5. The Team Administrator will notify the Board of Directors of any attendance or Certification maintenance issues.

## E. REINSTATEMENT OF TEAM MEMBER

1. If a Team member does not maintain their required level of training, they will become unauthorized to participate in Team operations. The Team member that has more than twelve months and less than twenty-four (24) hours of annual training may have one opportunity to be reinstated by completing thirty hours of training in compliance with Title 8 CCR Sec. 5192(q)(8) Refresher Training, within six months prior to reinstatement:
  - a. Eight hours of Team training
  - b. Twenty-two hours of Haz Mat related training that includes:
    - 1) Chemical reference
    - 2) Two simulated level “A” entries
    - 3) Chemical identification (HeinzCat or HazCat)



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## F. HAZMAT TEAM COMPETENCIES

The Board of Directors will set and annually review team competencies and training requirements. These competencies and requirements are designed to provide planning assistance for future training plans.

1. Qualified Hazardous Materials Group Supervisor
  - a. CSTI Hazardous Materials Specialist
  - b. Experience as an active member of an organized HAZMAT Response Team
  - c. State Fire Marshal or equivalent Division/Group Supervisor course
2. Qualified Assistant Safety Officer-Hazardous Materials

The Joint Haz Mat Steering Committee has adopted the Equipment and Training Subcommittee's qualification standard to be an Assistant Safety Officer. Following are the requirements:

- a. CSTI Hazardous Materials Specialist
- b. Experience as an active member of an organized Haz Mat Team
- c. Has successfully completed CSTI Certified Safety Officer/Assistant Safety Officer Haz Mat Course
- d. ICS 401 Course, or an equivalent course.

## G. MAINTENANCE OF TRAINING RECORDS

1. The Team will submit to the "Board of Directors a Statement of Annual Membership Qualifications" form by June 1 of each year. The statement certifies that the agencies Team members have met the refresher training set forth in these Team guidelines and the California Code of Regulations, Title 8, Section 5192(q)(8). This also certifies that the joint team members have met the requirements of the medical surveillance policy set forth in these guidelines and the California Code of Regulations, Title 8, Section 5192(f) and (q)(9).
2. The agency further acknowledges that the Solano County Interagency Hazardous Materials Team Board of Directors, or its designee(s) may conduct a records audit to ensure compliance.