

Texas Fire Chiefs Association  
**DOCUMENT SUBMISSION FORM**

**Candidate Department:** Irving Fire Department

Best Practice Standard: 1.09 Sworn Personnel Certification

**Proofs of Compliance Submitted:**

1. Rules and Regulations "Civil Service Classes"
2. Rules and Regulations "Violations"
3. TCFP Certification Verification Report – All sworn members are Certified and can be verified on the TCFP web site.

**Submitted By:** Scott Johnson, Program Manager

**Date:**

**Evaluator's Review**

**Evaluator:**

**Date Accepted:**

## **Group 6 ORGANIZATION of the FIRE DEPARTMENT**

1. The Irving Fire Department is under overall supervision of the Fire Chief.
2. This department consists of employees from two Civil Service Classes as well as General Government employees.

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### **1. Civil Service Classes**

- A. Emergency Activities Class employees certified as Firefighters by the Texas Commission on Fire Protection Personnel Standards and Education.
  - B. Fire Prevention Class employees certified as Fire Inspectors by the Texas Commission on Fire Protection Personnel Standards and Education.
2. General Government employees are not Civil Service and fill various support positions in the Fire Department.
  3. All personnel in the Fire Department report indirectly to the Fire Chief through the Assistant Chief, Operations, the Assistant Chief, Training/Communication, or the Assistant Chief, Logistics/EMS.

## **Group 7 SECTIONS**

The Fire Department shall be divided into three (3) Sections.

1. Assistant Chief, Operations
  - A. The Operations Branch is the combat unit and the most visible division within the department. This division has a Battalion Chief in charge of each of the two (2) fire battalions. They are responsible for the daily operation of all personnel and equipment in their battalion.
  - B. Fire Prevention Branch is headed by the Fire Marshal and it consists of two (2) groups:
    - a. The Fire Investigation Group is responsible for fire cause and determination, and arson investigation.
    - b. The Fire Inspection Group is responsible for the review of plans for new construction, code compliance and fire safety education.

2. Fire Department employee has met all requirements and is in possession of a current Certification as an Arson Investigator from the Texas Commission on Fire Protection Personnel Standards and Education; and
3. The current assignment of the Fire Department employee includes fire investigation duties and responsibilities; and
4. Fire Department employee successfully completes bi-annual firearms training and qualifies with the on-duty weapons he/she carries. Qualification courses and proficiency scores must meet or exceed TCLEOSE Standards, and
5. The employee has permission from the Chief of Department to have a firearm in their possession.

D. General

1. All employees of the department shall refrain from possessing a firearm in a station or on station property. The possession of firearms in a station or on station property by department employees, both on duty and off duty, is prohibited with the exception of employees who meet all five (5) of the requirements listed in Section 13, C, 1 through 5.
2. The possession or use of shotguns, rifles or automatic weapons on duty is prohibited. The possession of such firearms in a fire station or on fire station property is also prohibited for all employees of the department, both on duty and off duty.
3. For those employees of the department assigned fire investigation duties and meeting all requirements of item Section 13, C, 1 through 5, the use of force or deadly force shall be governed by the Special Order issued to each such employee.

**Order 13      OFFENSES**

A. Responsibilities

Every member of the Irving Fire Department is expected to operate in a highly self-disciplined manner and is responsible to regulate his/her own conduct in a positive, productive and mature way. Failure to do so will result in disciplinary action ranging from counseling to termination.

B. Grounds for Removal or Suspension

Any and/or all of the following shall be grounds that prescribe cause for removal or suspension.

1. Conviction of a felony or other crime involving moral turpitude.
2. Violations of the provisions of the charter of the City of Irving.
3. Acts of incompetence.
4. Neglect of duty.
5. Discourtesy by a member to the public, other City employees, or to other Fire Department employees while said member is in the line of duty.
6. Acts showing lack of good moral character.
7. Drinking of intoxicants while on duty, or intoxication while off duty.
8. Refusal or neglect to pay just debts.
9. Absence without leave.
10. Shirking duty, or cowardice at fires.
11. Conduct prejudicial to good order.
12. Violation of any of the Directives, Orders, Memos, Rules, Regulations or Procedures of the Fire Department; Civil Service Rules; Chapter 143 of the Local Government Code; City Ordinances; and County, State, or Federal Laws.
13. Conviction of a Class A or Class B misdemeanor (as specified in Section 143.056(g), Texas Local Government Code [TLGC]).

C. **Violations**

Without limiting the authority of the Chief to charge a member of an applicable violation, the following actions by a member of the Fire Department constitute violations that provide grounds under one or more of the items in B 1-13.

1. Insubordination involving either oral or written commands, orders or directives.
- 2.** Loss of certification by the Texas Commission on Fire Protection Personnel Standards and Education by a member of the Fire Department.
3. Accepting money or anything of value from another person in return for retiring or resigning from the employee's civil service position as specified in Section 143.088 TLGC.
4. Giving money or anything of value to another person in return for the other person's retirement or resignation from the person's civil service position, as specified in Section 143.088 TLGC.

# Certification verification report

Personal report on **Scott Allen Johnson**.

## Current status

### Certifications

<b>3</b>	<b><u>Certificate</u></b>	<b><u>Date Issued</u></b>	<b><u>Exp. Date</u></b>	<b><u>Status</u></b>
	Firefighter Master	6/20/2007	10/31/2013	Active
	Fire Service Instructor II	11/24/2010	10/31/2013	Active
	Fire Officer II	7/7/2010	10/31/2013	Active

### Field examiner

Not a field examiner.

### Employment

<b><u>Employer</u></b>	<b><u>Start Date</u></b>	<b><u>Status</u></b>
Irving Fire Department, (FDID - 1150)	1/5/1987	Full Time

## Historical data

### Certifications (non-active)

<b><u>Certificate</u></b>	<b><u>Date Issued</u></b>	<b><u>Status</u></b>
Firefighter Advanced	11/2/1991	Upgraded
Fire Service Instructor I	5/16/1995	Upgraded
Fire Officer I	4/22/2010	Upgraded

### Former employment (non-active)

<b><u>Employer</u></b>	<b><u>Start Date</u></b>	<b><u>End Date</u></b>
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No historical employment found.