

Have you ever been convicted for any criminal offense?

If yes, explain:

List all moving violations and dates for the past five (5) years:

Have you ever been a firefighter, EMS member, law enforcement officer or other emergency responder before? _____.

If so, list department, date of service and phone numbers:

List other voluntary organizations you belong to:

List any phobias, physical or mental impairments you may have:

Lewis Township Volunteer Fire Department Application for Membership

Date: _____

Full Name: _____
(First) (Middle) (Last)

Home Address:

(Street & Number)

(City) (State) (Zip)

Phone: _____
(Home) (Cell)

Business Address:

(Street & Number)

(City) (State) (Zip)

Business Phone #: _____

Social Security #: _____

Drivers License #: _____

Date of Birth: _____

Emergency Contact _____ Phone _____

*******NOTE*******

**PLEASE SUBMIT A COPY OF YOUR
CURRENT DRIVERS LICENSE WITH
YOUR APPLICATION.**

TABLED _____ VOTED _____ 1700 # _____

List all addresses that you have lived at in the past five (5) years:

1. _____
2. _____
3. _____
4. _____
5. _____

List all states you have ever lived in:

1. _____
2. _____
3. _____
4. _____

List all places of employment for the past five (5) years, starting with the most recent job first. List addresses, supervisor's names, job description, reason for leaving and dates of employment:

1. _____

2. _____

3. _____

4. _____

5. _____

List 3 character references outside of family and this fire department including phone numbers:

1. _____
2. _____
3. _____

(APPLICATION SIGNATURE)

I, _____; do hereby swear and affirm that each statement and all information in or supplementing this application is complete, true and accurately recorded to the best of my knowledge. I understand by providing false, misleading and/or incomplete information on this application is grounds for exclusion from the selection process or discharge if discovered subsequent to membership.

AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I, _____; do hereby authorize a review and full disclosure of all records concerning myself to any duly authorized agent of the Lewis Township Volunteer Fire Department, whether the said records are of a public, private or confidential nature.

I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information. I further release the Lewis Township Volunteer Fire Department from any and all liability which may be incurred as a result of collecting such information.

A photo copy of this form will be valid as an original thereof, even though said photocopy does not contain an original writing of my signature.

I have read and fully understand the contents of the "Authorization for Release of Personal Information"

(Signature)

(Date)

Lewis Township Fire & Rescue

19770 Cypress Ave Council Bluffs, Iowa 51503

Dear Applicant,

Thank you for your interest in joining Lewis Township Fire & Rescue. Volunteering your time and efforts for your community is an honorable endeavor. In the United States, 73% of all firefighters are volunteers. In fact, if it were not for volunteers, most of the smaller communities, like ourselves, could not afford to provide emergency services to its residents.

Lewis Township Fire & Rescue serves an area of approximately 40 square miles south and east of the city of Council Bluffs. The department provides fire protection, prevention services and emergency medical services to the 6500 residents of the area, as well as assisting many other departments that neighbor our jurisdiction. We typically respond to 350 to 400 emergencies a year. Approximately 78% of our responses are for emergency medical situations. Each response averages a minimum of ½ hour of time commitment with some responses lasting 3 to 4 hours or more. This time included the required re-stocking of equipment, reporting and general service to prepare the vehicle for the next response. Daytime is always a concern to our department because that is when the majority of our volunteers are at their regular job.

Training is a large part of our ability to serve our community in a safe and efficient manner. We meet on the first Tuesday of every month to hold our business meeting. It is during these meetings that we discuss how we want our department to operate. On the second Tuesday we train in emergency medical situations. The third Tuesday of each month is set aside for fire training. The fourth Tuesday is used to do maintenance on our equipment and if there is a fifth Tuesday, it is used for special training events. As a probationary member, you will be required to attend probationary training which will be above and beyond the standard training nights. Our members are also able to attend many of the area regional and state fire training schools. Since the majority of our calls are medical in nature, we encourage the members to become Emergency Medical Technicians.

We ask that you consider the time commitment required to be a volunteer for Lewis Township Fire & Rescue. Please discuss the commitment required with friends and family. We understand that there are times when family, work and illness mean that you cannot be there, but you need to be trained and answer a reasonable number of calls to be a productive member. The time spent will help protect your life, the lives of the community, as well as the other members.

To apply for membership, you will need to complete the attached application and bring with with you to the next business meeting, (the first Tuesday of the month). Once your application is received, you are encouraged to join our training sessions for that month. The membership will vote on your probationary status at the next scheduled business meeting. If the membership accepts you, you will be placed on probationary status for six (6) continuous months. After completing the required six month training and you have successfully completed the probationary training, you will then be tested to be ensure that you have received the knowledge to become a full member. You will be voted on to become an active member at the next business meeting.

Again, thank you for your interest in the Department. If there are any questions, please do not hesitate to contact us.

Phil Robertus, President
Phone (712) 310-6542

Steve Burroughs, Chief
Phone (402) 740-6968

Lewis Township Fire & Rescue Conflict of Interest Policy

No member of the Lewis Township Fire & Rescue Department shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in the Lewis Township Fire & Rescue Department. Each individual shall disclose to the Lewis Township Fire & Rescue Department any personal interest which he or she may have in any matter pending before the department and shall refrain from participation in any decision on such matter. Any member of the Lewis Township Fire & Rescue Department shall refrain from obtaining any list of Lewis Township Fire & Rescue clients for personal or private solicitation purposes at any time during the term of their affiliation.

In addition to my service for the Lewis Township Fire & Rescue Department, at this time I am a employee , board member, officer or volunteer of the following organizations:

1. _____
2. _____
3. _____

This is to certify that I, except with regard to carrying out my duties as a volunteer of the Lewis Township Fire & Rescue Department or as described below, am not now nor at any time since I have become a member:

- 1) A participant directly or indirectly, in any arrangement, agreement, investment or other activity with any vendor, supplier, or other party; doing business with the Lewis Township Fire & Rescue Department which has resulted or could result in personal benefit to me.
- 2) A recipient, directly or indirectly, of any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with the Lewis Township Fire & Rescue Department.

Any exceptions to 1 or 2 above are stated below with a full description of the transactions and of the interest, whether direct or indirect, which I have (or have had during the past year) in the persons or organizations having transactions with the Lewis Township Fire & Rescue Department.

Signature _____ Date _____

Printed Name _____

VOLUNTEER PROTECTION (WHISTLEBLOWER) POLICY

If any volunteer reasonably believes that some policy, practice, or activity of Lewis Township Fire & Rescue is in violation of law, a written complaint must be filed by that volunteer with the Department Chief.

It is the intent of Lewis Township Fire & Rescue to adhere to all laws and regulations that apply to the organization and the underlying purpose of this policy is to support the organization's goal of legal compliance. The support of all volunteers is necessary to achieving compliance with various laws and regulations. A volunteer is protected from retaliation only if the volunteer brings the alleged unlawful activity, policy, or practice to the attention of Lewis Township Fire & Rescue and provides Lewis Township Fire & Rescue with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to volunteers that comply with this requirement.

Lewis Township Fire & Rescue will not retaliate against a volunteer who in good faith, has made a protest or raised a complaint against some practice of Lewis Township Fire & Rescue, or of another individual or entity with whom Lewis Township Fire & Rescue has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate of public policy.

Lewis Township Fire & Rescue will not retaliate against volunteers who disclose or threaten to disclose to a chief officer or a public body, any activity, policy or practice Lewis Township Fire & Rescue that the volunteer reasonably believes is in violation of law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment.

My signature below indicates my receipt and understanding of this policy. I also verify that I have been provided with an opportunity to ask questions about the policy.

Volunteer Signature _____ Date _____