



GASTON
FIRE-RESCUE-EMS



CADET PROGRAM
EST.2014

RULES AND REGULATIONS

1. All members are to follow instructions set before them by the advisor or Fire Department personnel.
2. Absences from regular meetings and/or activities may be excused for the following reasons if the member notifies the cadet officers or advisors prior to the scheduled activity. (Personal illness, out of town, change of employment, change of school schedule, family emergency.)
3. Members will not engage in disruptive action or create noises at inappropriate times.
4. No member while at a meeting, activity or department function shall be under the influence or in possession of alcohol, drugs or other controlled substances.
5. No smoking or use of tobacco products which include e-cigs and vaping.
6. Members will be allowed to ride on apparatus when authorized by the advisor, cadet officer or Fire Department member.
7. Protective gear shall be worn while participating in a function that requires the use of the equipment.
8. All members must leave the station by 10 pm on nights preceding a school day and 11 pm any other night unless authorized by an advisor or Fire Chief. Any Cadet Member that wishes to stay at the fire department overnight must have cadet officer permission and completed their 90-day probationary period.
9. Members shall report any accidents or injuries to the advisor or Fire Department officer.
10. No physical violence or destruction of the property will be tolerated.
11. Members are encouraged to become familiar with equipment on the apparatus: however prior permission from a Fire Department officer should be obtained before any equipment is removed from the apparatus.
12. No member can gamble on Fire Department property in any form.
13. Members will only participate in firefighting activities that they have been trained in.
14. Cadets will be supervised on all fire grounds by the Fire Chief or an experienced line officer appointed by the Fire Chief. The cadet will follow all directions and orders of the officer.
15. Cadets riding on the fire apparatus must give up their seat to a more experienced firefighter if one arrives before the apparatus leaves.
16. Cadets may not operate or drive any emergency vehicle.
17. Cadets are prohibited from responding to calls between the hours of 11 pm and 6 am or when school is in session. Cadets who answer fire calls before 11 pm deadline may stay until

the completion of the calls but may not answer any new calls after such time. During periods of natural disaster and extreme emergencies, permission may be granted by the Fire Chief with parental approval.

18. Cadets must obtain a notarized parental (guardian) permission slip.
19. Cadets will be responsible for any equipment that is issued to them. They will report any problems with the equipment to the proper Fire Department Officers.
20. Cadets who are issued pagers, will not be allowed to respond with a red lights unless so authorized by the Fire Chief and parent (guardian).
21. Cadets must attend a minimum of three (3) hours per month of training/drills.
22. Cadets will also follow all rules and regulations of the Gaston Volunteer Fire Department.
23. Cadets shall not engage in Public Display of Affections while on Fire Department property. (including holding hands, kissing, etc.)

OBJECTIVES OF THE CADET PROGRAM

1. To educate the members in concepts and training involved in the Fire Service and to prepare them for a future in the Fire Service.
2. To aid the Fire Department in all possible ways, to protect lives and property in the community.
3. To build character and a sense of community in our young adults.

ADULT ADVISORS

1. Adult advisors should be at least 21 years of age and be an active member of the Fire Department for at least one (1) year.
2. Advisors shall be responsible for the guidance, training, safety and financial duties of the cadet program.

MEMBERS

1. Members shall consist of young men and women ages 14-17.
2. A person desiring membership shall submit a membership application. The Fire Department officers shall review the application and make a recommendation to the cadet members at the next regular meeting. In order for the application to be accepted, a majority of the members present must so decide.
3. New members of the organization shall serve a probationary period of no less than 3 months (90 days). During this period, the member shall not vote on any issue.

4. At the end of the probationary period, the member shall become a full Cadet member.

MEETINGS

1. The meeting will be held twice a month. (second and fourth Thursday)
2. Meetings must have 51% of the active members and one (1) adult advisor present to vote on organization business. This shall be known as a Quorum.
3. Meetings shall be conducted according to "Roberts Rules of Parliamentary Procedures."
4. Order of business at the meeting shall be Roll call, reading of minutes, old business, new business, open session, and adjournment.

ELECTION OF OFFICERS

1. Nominations and election of officers will be held on the first meeting night in January of each calendar year. Newly elected officers taking office on the second meeting night in January.
2. All elections shall be by written ballot.
3. Any member who seeks election to the office must be a member in good standing.
4. Vacancies during the year may be filled at any regular meeting by a majority vote. This person shall take office immediately and hold the office until the next annual election.

OFFICERS AND DUTIES

1. The officers of the organization shall consist of Cadet Captain, Cadet Lieutenant, and Cadet Secretary. The Advisor(s) will be appointed by the Fire Chief.
2. The Cadet Captain shall preside over all meetings, appoint committees and enforcing the constitution, rules, and regulations of the organization. The Cadet Captain will serve as a training officer of the organization, ensuring all training requirements are being met by the members. The Cadet Captain shall wear proper rank insignias, be first in Command and must attend 80% of all meetings. Persons seeking this office shall meet the following minimum requirements: Be a member for at least 6 months and completed the following classes: Firefighter PPE, Ropes class (FF or TR), TRVR stabilization/extricate and Firefighter Emergency Medical Care.
3. The Cadet Lieutenant shall take over in absence of the Cadet Captain. He will serve as a logistics officer for the organization, issuing and tracking all fire department issued equipment and keeping record thereof. The Cadet Lieutenant must attend 80% of all meetings. He will wear proper rank insignia and be second in command. Persons seeking this office shall meet the following minimum requirements: Be a member for at least 5 months and completed the following classes: Firefighter PPE, Emergency Medical Care, and TRVR stabilization/extricate.

4. The Cadet Secretary will act as Secretary/Treasurer of the organization. Accurate minutes of all meetings and proceedings will be kept by him. He further will conduct all correspondence as may be authorized by the organization and ensure all paperwork is complete on incoming members. He shall receive all monies and keep accurate records thereof. Any dispersal shall be made by departmental check, authorized by the Cadet Captain and the Adult Advisor. An annual audit of the account shall be made and presented to the Fire Chief. He shall wear such rank insignia and be third in Command. Persons seeking this office shall be a member for at least 3 months and completed the following class: Firefighter PPE.

AMENDMENTS

1. Proposed amendments to the constitution, bylaws and rules and regulations must be presented in writing at a regularly scheduled meeting.
2. A two-thirds (2/3) majority vote of the members will be required to adopt any changes.
3. The constitution, by-laws and rules and regulations of the organization may be amended in any manner consistent with the policies of the Gaston Volunteer Fire Department. These changes must be approved by the GVFD Board of Directors before they become effective.

BY-LAWS

1. All members must conform to and obey the rules and regulations of the Gaston Volunteer Fire Department.
2. All members shall conduct themselves in a professional manner and shall be clean and neat while attending meetings and Fire Department functions. If wearing any GVFD identification must keep themselves well-mannered and presentable outside of the fire department.
3. Members who do not attend regular meetings for a period of four (4) consecutive meetings, shall be deemed inactive and removed from the rolls.
4. Inactive members shall be contacted by the Cadet Secretary and requested to return all equipment issued by the Fire Department.
5. All members are expected to maintain a "C" average in school and shall present their report cards to the advisor within fourteen (14) days of the end of the grading period. Members that discontinue normal schooling will be required to provide proof of progress toward an acceptable equivalent education certification. (i.e. proof of homeschooling or GED program.) State certification as a firefighter requires a High School diploma or GED.
6. No cadet will question the authority of a cadet officer, senior officer or Advisor, unless it conflicts with the constitution, bylaws or rules and regulations of the organization.
7. Disciplinary action: Due process shall consist of the following: Verbal reprimand, written reprimand, suspension and then expulsion. The severity of the offense will determine where

the process begins. This shall be determined by the Advisor, with careful attention given to precedent. Disciplinary action shall be part of each members' Fire Department record. All such actions may be appealed to the Fire Chief. All disciplinary actions will be reported to a parent or guardian. Any member who is suspended or expelled, must return all Fire Department equipment and cannot come back on Fire Department Property for a period stated.

8. The Cadet Captain will have the power to suspend a member for ten (10) days with the approval of the Advisor.

9. The Cadet Lieutenant will have the power to suspend a member for five (5) days with approval from the Cadet Captain and Advisor.

10. The above by-laws are not meant to be all-inclusive. They are a broad set of guidelines to follow and can be overruled at any time by the Advisor.

Revised December 2019