Firefighter Bill of Rights
From the Supervisor’s Perspective
Intent of Discipline-

To take a good employee who has made a poor choice and cause him or her to make the right choice when faced with a similar situation.
Intent of Discipline

• Impose the least amount of discipline necessary to modify the behavior. The vast majority of issues can be taken care of with corrective counseling.
Key Point

• Remember to praise in public and discipline in private.

There are exceptions to this rule......
Do not be in a rush to discipline

- If necessary take the company out of service and call the BC
- You will not work alone on an issue of this magnitude
FFBOR – AB220
January 2008

Created after the Police Officer’s Bill of Rights (PBOR)
FFBOR is Triggered With Punitive Actions

- Dismissal
- Demotion
- Suspension
- Reduction in Salary
- Written reprimand
- Transfer for purposes of punishment
Punitive Action Does NOT Apply To:

• Corrective counseling/coaching
• Oral reprimand
• Instruction
• Informal verbal admonishment
What Are the Steps For Progressive Discipline?
Steps For Progressive Discipline

- Corrective counseling/coaching
- Oral reprimand
- Written reprimand
- Suspension
- Demotion
- Termination
Corrective Counseling/Coaching

- Informal discussions intended to correct simple miscues in behavior
- Often times no documentation is recorded
Oral Reprimand

• Supervisor logs it in a notebook including specific infraction, time, and date
• Kept in a secure location
• Supervisor uses the information to complete the annual performance evaluation
• Oftentimes written on the back of the dispatch printout
• Employee is informed that future infractions will lead to increased discipline
Written Reprimand

• Will be written with input from the BC (may have to be signed by BC)
• Will include the particulars of the event
• Will be included in members’ permanent personnel file (sunset clause)
• Inform the member that the next step will result in suspension
Do Lieutenants and/or Captains Have the Authority To Issue a Written Reprimand?
Employee Has the Right To Union/Association Representation If the Results of the Meeting Can Lead To Discipline.
According To FFBOR, What Is Considered Discipline?
A Written Reprimand or Higher.
Union Representation Is NOT Allowed When:

- Critique of an incident
- Employee evaluation
- Unplanned meeting
- The meeting will not result in formal discipline
What Is the Union/Association’s Role In A Disciplinary Hearing?
To Ensure the Process Is Followed and Is Fair.
When In Doubt, Allow Union/Association Representation.
Conducting A Counseling Session

• Allow adequate time for representation (remember, there is no hurry)
• Conduct the session when the member is on-duty (if member is off-duty, pay him for his time)
• Allow the member to tape record the session (provide him with a copy if you record it)
The Supervisor Should Determine the Level of Discipline Before the Meeting

• Be prepared to STOP if unexpected information becomes available
• Advise them member to get union/association representation
• Reconvene at a time that is convenient for both parties
Privacy Rights

• Member is not required to disclose property, income, assets, source of income, debts, or expenditures
A Firefighter Cannot Be Compelled To Submit To A Polygraph Test
Searching Lockers Is Prohibited Unless:

• The firefighter is present
• The firefighter has given express consent
• The firefighter has been informed
• There is a valid search warrant

* Only one of the above needs to apply
Violations to FFBOR

• Firefighters may seek injunctive relief or other extraordinary relief for employer violations of FFBOR.

• Firefighters may also seek civil penalties up to $25,000 for every malicious violation where it is found there was intent to injure the firefighter.
Questions?

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