



Jackson Hole Fire/EMS Administrative Procedure

Approved by: *M. Moyer*
Mike Moyer, Interim Fire Chief

Title: Volunteer Incentive Policy
Division: 5
Article: 4
Revised: July 24, 2024
Pages: 3

PURPOSE

To incentivize volunteers to meet the requirements of the Jackson Hole Fire/EMS (JHFEMS) Membership policy and to augment retention efforts for all eligible volunteer members.

SECTION I - GENERAL

1. The Internal Revenue Service (IRS) allows volunteer members to be compensated at a rate that does not exceed 20% of the annual salary of full-time staff performing the same duties.
2. Other benefit contributions (i.e. health insurance, life insurance, retirement) are not factored into the 20% calculation for maximum annual payments.

SECTION II- ELIGIBILITY

1. Active volunteer members are eligible for incentive programs as illustrated in this policy following completion of their probationary period.
2. Volunteer members must remain in an active status including compliance with shift and response requirements contained in the 5-1 Membership Policy.
3. Active volunteer members taking leave of absence or suspended for disciplinary action may have all incentives suspended during the period of absence or suspension.

SECTION III – SHIFT STIPEND

1. \$50 per - 12-hour shift (can be worked in two (6) hour periods)
2. Must be documented in Aladtec with Volunteer Time Record completed.
3. Will normally be scheduled at Station 1 or 6. Other locations may be approved by the Assistant Chief of Operations, as needed.

SECTION IV – RESPONSE AND TRAINING STIPEND

The following are rates of per response and training stipend.

	<u>0-5 yrs</u>	<u>5-10 yrs</u>	<u>10+ yrs</u>
EMS Driver	\$25.00	\$30.00	\$35.00
EMT	\$30.00	\$35.00	\$40.00
Firefighter	\$30.00	\$35.00	\$40.00
Firefighter/EMT or ADO	\$35.00	\$40.00	\$45.00
Lieutenant	\$40.00	\$45.00	\$50.00
Captain	\$45.00	\$50.00	\$55.00
Battalion Chief	\$50.00	\$55.00	\$60.00

- Responses are paid per response/training
 - If response or training extends beyond 4 hours, an additional response/training stipend will be added at each 4-hour threshold.
- JHFEMS training roster will serve as proof of attendance at trainings.
- JHFEMS incident roster will serve as proof of response. Responses that are stood down prior to arrival will be credited based on IamResponding roster.
- Initial Training courses (Firefighter 1, EMT, CPR, EVOC, Red Card) are exempt from Training Stipend.

SECTION V – SPECIAL EVENT AND TRANSFER STIPEND

The following are rates of Special Event and Transfer stipend.

Airport Transfer	\$100.00
Idaho Falls Transfer	\$200.00
Home Transfer in county	\$50.00
Home Transfer out of county	\$100.00
Salt Lake City Transfer	\$500.00
Special Event (1-4 hours)	\$100.00
Special Event (4-8 hours)	\$200.00

*Old Bill's does not qualify for Special Event stipend. Other non-profit events could be supported by JHFEMS and stipend eligibility will be stated prior to sign-up.

SECTION VI – RETIREMENT PLAN

1. Retirement contributions paid by the department will begin the first month a member has obtained Firefighter 1 or EMT certification and continue until a member's retirement or resignation.
2. Once an active member achieves at least 10 years of service, they are eligible for continued contributions by the department for up to 10 years without additional service (20 years total)

retirement credit). For additional information please see Wyoming Retirement System Pension Planning Handbook for Volunteer Firefighters and Emergency Medical Technicians.

3. If a member is removed from active membership for disciplinary reasons for failure to meet shift or response obligations they will not be eligible for continued department paid contributions as described above.

SECTION VII – OTHER INCENTIVES

JHFEMS, Teton County and the Town of Jackson offer incentives for volunteers. Incentives are evolving and change over time. JHFEMS will actively search out and obtain incentives for volunteer members. Some active incentives include:

- Access to Wyoming State Employee Group Insurance health insurance program
- Supplemental insurance
- Medical physicals/health screening
- Life insurance policy