

Miller Place Fire Department
Junior Company
By-Laws
Table of Contents

| | |
|--------------|---|
| Article I | ORGANIZATION |
| Article II | MEMBERSHIP QUALIFICATIONS |
| Article III | MEMBERSHIP RULES OF CONDUCT |
| Article IV | MEMBERSHIP |
| Article V | COMPANY OFFICER NOMINATIONS AND QUALIFICATIONS |
| Article VI | ELECTION OF COMPANY OFFICERS, VOTING PROCEDURES AND VOTER QUALIFICATIONS |
| Article VII | OFFICE VACANCY SPECIAL ELECTION |
| Article VIII | COMPANY OFFICER RESPONSIBILITIES |
| Article IX | EXECUTIVE COMMITTEE |
| Article X | RESIGNATION PROCEDURE |
| Article XI | AMENDMENTS TO THESE BY-LAWS |
| Article XII | COMPANY RULES AND REGULATIONS |

Miller Place Fire Department
Miller Place, NY 11764
Junior Fire Department
By-Laws

Approved by the Board of Fire Commissioners
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Latest Revision: January 14, 2023

ARTICLE I ORGANIZATION

- SECTION 1. The name of this organization shall be the Junior Fire Company of the Miller Place Fire Department.
- SECTION 2. The purpose of this organization shall be for the training of future fire service personnel.
- SECTION 3. This Company shall be under the direct supervision of the Executive Committee as appointed by the Chief of the Miller Place Fire Department.
- SECTION 5. A monthly meeting of the company shall be held.
- SECTION 6. An annual meeting of the company shall be held for the purpose of but not limited to nomination of company officers.

ARTICLE II MEMBERSHIP QUALIFICATIONS

- SECTION 1. Any applicant residing within the Miller Place Fire District Eleven to seventeen years of age may be eligible for membership. Applicant must have completed the fifth grade.
- SECTION 2. Proposal for membership must be in application form signed by either parents or legal guardian. All applications must be reviewed by the Miller Place Fire Department Executive Board and approved by the Board of Fire Commissioners. Such membership application may be required to be accompanied by a medical certificate.

SECTION 3. Close relatives or children of the Miller Place Fire Department personnel will be given first consideration for proposed membership.

ARTICLE III MEMBERSHIP RULES OF CONDUCT

SECTION 1. Members will not be issued keys to the firehouse.

SECTION 2. The rules and regulations regarding the use of the Recreation Room will be strictly adhered to.

SECTION 3. All members must leave the firehouse no later than 11:00 P.M. The advisors may choose an earlier curfew if there is a desire to do so.

SECTION 4. All members shall sign "in" and "out" through their Company Secretary.

SECTION 5. There will be no smoking by Junior members in or around the firehouse at any time.

SECTION 6. Members shall not be permitted to consume beer or liquor at any time while on the grounds of the firehouse or while participating in any activity supervised by the Miller Place Fire Department.

SECTION 7. Junior members shall not be permitted to attend Company or Department meetings or drills except at the invitation of the respective Company Captain or the Chief of the Department and presence of an advisor.

SECTION 8. Junior members are not permitted to answer fire alarms or rescue calls. Under no circumstances will a junior member be permitted to take part in assisting at fire calls or attending at rescue calls. Junior firemen are prohibited from riding on any fire vehicle except a closed vehicle to firematic instructions or approved department functions.

SECTION 9. Junior members are not permitted to operate hydraulic, pneumatic or power tools.

SECTION 10. For any improper behavior a member could receive a suspension by the company officers, advisors, or Chief of the Miller Place Fire Department.

SECTION 11. All Junior members must adhere to all code of conduct rule set forth by the Miller Place Fire District and Boy Scouts of America. The Miller Place Fire District has a zero tolerance for any form of harassment, misconduct, or violence.

Section 12. Any Member involved with such behavior are subject to immediate removal from the MPFD junior program by the chief of The Miller Place Fire Department.

SECTION 13. The suspension of the member and suspension length may be suggested by the Junior Company Officers, but must be agreed upon and finalized by Advisors and/or Chief of the Miller Place Fire Department.

ARTICLE IV MEMBERSHIP

SECTION 1. Every member accepted into the Junior Company will be given a copy of these By-Laws as well as current up to date rules and regulations.

SECTION 2. Membership shall be limited to a number designated by the Executive Committee, but under no circumstances is said membership to exceed twenty five members.

SECTION 3. Members may participate in any activity supervised by the Miller Place Fire Department, such as but not limited to parades, fundraisers, and work details at the discretion of the Chief of the Miller Place Fire Department.

SECTION 4. Members may participate in fire service and EMS training and education.

ARTICLE V COMPANY OFFICER NOMINATIONS AND QUALIFICATIONS

SECTION 1. The officers of this organization shall be a Captain, First Lieutenant, Second Lieutenant and Secretary.

SECTION 2. Nominations for office shall be held at the annual meeting. All nominations shall come from the floor.

SECTION 3. Candidates for office positions must be a member in good standing for at least six months prior to nomination date.

SECTION 4. In the absence of a member who meets the qualifications the advisors shall appoint said officers.

ARTICLE VI ELECTION OF COMPANY OFFICERS, VOTING PROCEDURES AND VOTER QUALIFICATIONS

SECTION 1. Election of officers shall be held at the annual meeting.

SECTION 2. The election of company officers shall be made by the active members in good standing of the Company. To qualify to cast ballots members must be in good standing one month prior to the annual meeting and a member of the company for at least 3 months.

SECTION 3. Election shall be by plurality vote, however, for the election to be valid, the winner must receive at least 1/3 of all legally cast ballots, blank votes not counting. In cases of a tie or insufficient votes gathered to obtain a valid election, either the Advisors will appoint said officer or a re-vote shall be held within 15 days.

ARTICLE VII OFFICE VACANCY, SPECIAL ELECTION

SECTION 1. In the event of a vacancy occurring in the company office the advisors will appoint a member to fill the vacancy.

SECTION 2. Said appointed member will hold their appointed position until the membership elects an officer to fill the position.

SECTION 3. Membership must be notified one month prior to the date of the special election. Nominations for special elections will come from the floor at a company meeting one month prior to special election date. Special elections will follow the same election process as annual elections.

ARTICLE VIII COMPANY OFFICER RESPONSIBILITIES

SECTION 1. The duties of the Captain shall be to conduct all meetings, appoint all committees and be responsible for the behavior and duties of this organization.

SECTION 2. It shall be the duty of the First Lieutenant, Second Lieutenant and Senior member to be responsible to the captain, and to take over the duties of the captain in the event of their absence.

SECTION 3. The Secretary shall keep all records of meetings and correspondence and take roll call at all meetings, drills and activities Company members attend.

ARTICLE IX EXECUTIVE COMMITTEE

SECTION 1. The Executive Committee shall consist of the Executive Board of the Miller Place Fire Department.

SECTION 2. The Executive Committee shall make all of its recommendations to the general membership.

ARTICLE X RESIGNATION PROCEDURE

SECTION 1. Any member considering resignation shall submit in writing a letter indicating his or her intentions, signed by either parents or legal guardian. The resignation shall take effect

immediately upon acceptance by the Executive Committee if said resignation is accepted.

ARTICLE XI AMENDMENTS TO THESE BY-LAWS

SECTION 1. The company Captain shall submit proposed changes to by-laws on the membership's behalf to the advisors for review.

SECTION 2. The advisors may also propose changes to these by-laws and shall submit all proposed changes to the Executive Committee on the Company's behalf.

SECTION 3. All proposed changes to by-laws will be submitted to the Chief of Department, Miller Place Fire Department Executive Board, and Board of Fire Commissioners for review and approval.

Article XII COMPANY RULES AND REGULATIONS

Miller Place Fire Department Junior Company - Explorer Post #303 Company Rules and Regulations

- 1) Explorers will arrange their own transportation to and from the Firehouse for all drills, meetings, or other Post functions.
- 2) Turnout gear will be issued to new Explorer members as soon as possible, subject to gear availability.
 - a. All gear will be issued at the discretion of the Department Quartermaster or advisor.
- 3) Full gear is to be worn during all training drills unless otherwise specified by the Instructor or Post Advisor.
 - a. Full gear is defined as: Boots, Turnout Coat, Helmet, Gloves, and Turnout Pants.
 - b. Any member not wearing full turnout gear will **NOT** actively participate in the training drill.
- 4) Any Explorer member riding on Miller Place Fire Department apparatus **MUST** wear full turnout gear, unless otherwise specified by the Instructor or Post Advisor.
 - a. "Miller Place Fire Department apparatus" is defined as any vehicle with "MPFD" or "Miller Place Fire Department" insignia displayed anywhere on the vehicle, including those without emergency warning lights.
- 5) All gear will be stored on the member's designated rack space. Each member is responsible for his or her own assigned gear.
- 6) Each Member will be given a dress uniform shirt (Class "B") and a work uniform shirt (Class "D")
 - a. At the Member's resignation or completion of the program, the dress uniform shirt (Class "B") will be returned to the Company.
- 7) Explorers are only permitted to be in the Firehouse or on Miller Place Fire Department property during the following times:
 - a. Sundays between the hours of 0930 and 1230, when meetings or training drills are scheduled.
 - b. Any time that a Company-scheduled function, or a Department function that the Explorer Post has been invited to attend, is occurring.
 - c. All Explorer Members **MUST** be accompanied by a Post Advisor or an adult member of the Department while in the Firehouse or on MPFD property **AT ALL TIMES**.
- 8) After a drill, meeting, or other function, Explorers must clean up any mess, and leave the area as clean, or cleaner, than they found it.
- 9) All Explorer members must sign the attendance sheet provided after all meetings, functions, or drills.
 - a. Each Member is responsible for his or her own attendance.
- 10) All new members will be on a three-month probationary period.

- 11) Explorers must attend a **minimum of 33% (1/3)** of Post functions, including meetings or drills.
 - a. Any member who fails to meet the required percentage may be subject to disciplinary actions, up to and including dismissal.
 - i. Excused absences will be considered.
- 12) Explorer members must NOT interfere with any Fire Department operations, ESPECIALLY while an alarm is in progress.
 - a. No member is permitted on the apparatus floor or in the radio room unless otherwise instructed by Post advisors.
- 13) Disrespect to ANY MPFD officer, member, or guest, is grounds for disciplinary action, up to and including possible dismissal.
- 14) **The Miller Place Fire District has a zero tolerance for any form of harassment, misconduct, or violence. Any Member involved with such behavior are subject to immediate removal from the MPFD junior program by the chief of the department.**
- 15) Explorer members will receive direction/orders from Post Advisors ONLY.
- 16) Explorer members are not permitted to smoke or consume alcohol of any kind while attending ANY MPFD function.
 - a. Any Explorer found violating this rule will be subject to disciplinary action, including suspension or immediate dismissal.
- 17) The Department "Rec room" is off limits to all Explorers, except during Explorer functions and activities being conducted in the "Rec room".

By order of the Chief of Department