

***101 Drills For The Company
Officer / The Company Officer
As The Training Officer Of
Their Crew***

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**Steve Prziborowski - Deputy Chief
Santa Clara County (CA) Fire Department**

OBJECTIVES:

- Identify 101 different drills to use in a variety of situations.
- **Define the role a company officer has in training, educating and mentoring their crew.**
- Create a training plan to best meet the needs of their personnel.

**What are the challenges
a Company Officer has
when attempting to train
their personnel?**



L A B O Y



SA-003 Classic Recliner:
✓ Size: 98" x 60" x 100 lbs
✓ Rocking Function Available

in Thick Microfiber



**What are the
characteristics of an
effective Training
Officer?**

Top 10 Contributing LODD Factors:

- **Command and Control
(includes size-up)**
- **Fire Behavior**
- **Building Construction**
- **Human / Cultural Items**
- **Communications**

Top 10 Contributing LODD Factors:

- **Safety / Staffing**
- **Water Supply**
- **Fire Prevention**
- **Ventilation**
- **Training & SOP/SOGs**

**What is the role of the
company officer in
regards to training?**

CREATING A TRAINING PLAN

- Daily, weekly, monthly, annual, long-term
- **Don't just rely on your Training Officer**
- Understand the mandates
- **Know strengths/weaknesses of crew**
- Know the career development needs of crew

WHERE TO DRILL

- Fire station / apparatus bay / kitchen table
- **First-due area**
- Other locations within your jurisdiction
- **Outside of your jurisdiction**
- Department training center / classroom

WHO WILL INSTRUCT?

- The company officer
- **The paramedic or EMT**
- The engineer
- **The firefighter**
- The probationary firefighter
- **The resident expert**
- Outside instructors

**101 DRILLS
FOR THE
COMPANY
OFFICER**

APPARATUS FAMILIARIZATION

1. What is in each compartment? Can they name what is inside, location / quantity / use of each item, etc., with the door closed?
2. **Pick a seldom used tool, one per shift, and tell everything you know about it.**
3. Visit other types of rigs within your department -
“show and tell”

APPARATUS OPERATION

4. Perform the daily DMV pre-trip inspection
- 5. Review basic hydraulics / pump pressure calculations.**
6. Review pump operations – basic and troubleshooting.

APPARATUS OPERATION

- 7. Practice basic & defensive driving techniques.**
8. Spot apparatus for a variety of situations (fires, freeway calls, etc.)

BASIC FIREFIGHTING

9. Review search and rescue techniques, terminology, challenges, and then practice in different types of structures
- 10. Review forcible entry tools, techniques, and challenges**
11. Review operations for unique situations such as basements, parking garages, subways, railroads, trench rescue, confined space, water rescue, etc.

BUILDING CONSTRUCTION

12. Review the basic types (I, II, III, IV, V) of construction, especially common buildings within your jurisdiction.

13. Walk through buildings under construction, identifying type of construction, also discuss strategy & tactics.

BUILDING CONSTRUCTION

14. Identify unique hazards relating to buildings within your jurisdiction (window bars, driveway gates, etc.).
- 15. Locate videos on YouTube showing differences in time of building collapse for lightweight vs legacy construction.**

COMMUNICATIONS

16. Portable & mobile radio usage / capabilities.

17. Department paperwork (ICS form 201, form 214, t-cards, tactical worksheets, commonly used maintenance forms, etc.).

18. Radio etiquette / terminology

DEPARTMENT MANUALS

19. Review a Policy / Rule / S.O.P. a day

20. Review the Labor / Management agreement (if applicable)

21. Scavenger hunt to locate different, commonly used Policies (sick leave, shift trades, etc.)

EMS

22. Pick a different diagnosis to discuss (cardiac, respiratory, ALOC, etc.) each day

23. Pick a treatment protocol each day to review with the crew

24. Review Triage procedures

EMS

25. Practice a different National Registry Skill (patient assessment, splinting, taking vital signs, airway management, spinal immobilization, childbirth, etc.)

26. Review Mass Casualty Incident procedures

FIRE BEHAVIOR

27. Review fire behavior terms and strategy / tactics to mitigate each.

28. Watch Dave Dodsen's Reading Smoke DVDs.

29. Review YouTube videos showing flashover time – then vs. now.

HAZ MAT

30. Review basic Haz Mat awareness & operations level actions (Safety, Isolate & Deny Entry, Notifications)
- 31. Review the latest Emergency Response Guide (orange DOT book)**
32. Practice setting up an emergency decontamination station
- 33. Show and tell with your local Haz Mat unit**

HIGH-RISE FIREFIGHTING

34. Review key ICS positions for High-rise incidents

**35. Review High rise operations
(including ALS Base)**

36. Practice standpipe operations, including troubleshooting, pumping, etc.

HOSE

37. Hose terminology / maintenance, including hose streams, nozzles and foam

38. Deploy small hand lines (1 1/2", 1 3/4")

39. Deploy large hand lines (2 1/2")

HOSE

40. Deploying a portable deck gun / master stream

41. Determining length of hose needed

42. In a building, make the hose into spaghetti and order personnel out to see if they can find the couplings

ICS / NIMS

43. Review common components of ICS / NIMS, including:

- **Terminology**
- Command staff
- **General staff**
- Position titles
- **Position duties, etc.**

LADDERS

44. Ladder terminology / maintenance

45. Determining appropriate length for job

46. Attic / Folding ladder usage

47. Throw each size of ladder carried

48. Aerial device operation / placement

MAP READING / AREA FAMILIARIZATION

49. How to read different map books

50. Place street names in a coffee can to pass around to see if your crew knows where the street is.

MAP READING / AREA **FAMILIARIZATION**

51. Reviewing log book, previous calls

52. Target hazard review (FDCs, challenges, etc.)

53. Key address points within the jurisdiction (N/W/S/E, digits, etc.)

MISCELLANEOUS

54. Do a fire inspection with a fire inspector

55. Have a fire investigator review cause/origin & evidence preservation techniques

56. You Tube / videos / DVDs

MISCELLANEOUS

- 57. Fire trade magazine articles / pictures
- 58. Computer usage (reports, email, etc.)**
- 59. History of the fire service, and more importantly, history of your department

RIC / RIT / FAST OPERATIONS

60. Review RIC operations, including terminology, tool caches, member assignments, radio communications, deployment issues, etc.

61. Have a mayday scenario to put it all together

ROPES & KNOTS

62. How to inspect and maintain your ropes

63. How to tie each type of knot you may have to know

64. Use a rope to tie a tool or hose line for hoisting to an upper floor

ROPES & KNOTS

65. Review mechanical advantage principles
- 66. Set up a basic lowering system**
67. Change the lowering system to a raising system (z-rig)

SAFETY & SURVIVAL

68. Review vehicle fire safety operations

69. Don your PPE for time

70. How to inspect and maintain your
PPE

**71. Review electrical emergency
operations**

SAFETY & SURVIVAL

72. Review and discuss Firefighter Fatality reports, and websites such as

- www.firehouse.com
- www.firefighternearmiss.com
- www.firefighterclosecalls.com
- www.respondersafety.com
- www.modernfirebehavior.com

SALVAGE OPERATIONS

73. How to maintain and use various salvage tools (salvage covers, hall runners, visqueen, squeegees, water vacuums, sprinkler shut-offs, etc.)

SCBA

74. SCBA terminology & maintenance

75. Don your SCBA for time

76. Pass through a narrow opening while wearing an SCBA

SCBA

77. Determine how long it takes to suck down one SCBA bottle

78. Emergency procedures while using an SCBA

79. How to refill / change SCBA cylinders

SIZE-UP

80. Review basic components of size-up.

81. Practice doing radio reports on different types of buildings and in different situations.

STRATEGY & TACTICS

82. Review the different strategic modes of firefighting (offensive, defensive, etc.)

83. Review the 3 primary Incident Priorities:

- Life Safety / Customer service (us and them)
- Incident Stabilization / Hazard Mitigation
- Property conservation

STRATEGY & TACTICS

84. Review RECEO-VS, SLICERS, etc.

R = Rescue

V = Ventilation

E = Exposures

S = Salvage

C = Confinement

E = Extinguishment

O = Overhaul

STRATEGY & TACTICS

84. Review RECEO-VS, SLICERS, etc.

Sequential Actions:

S = Size-up

L = Locate fire

I = Identify/control flow path

C = Cool heated space from safe location

E = Extinguish

Actions of Opportunity:

R = Rescue

S = Salvage

TOOLS & EQUIPMENT

85. How to inspect and maintain a specific tool or grouping of tools (hand tools, power tools, etc).

86. How to inspect, maintain and operate each fire extinguisher.

VEHICLE EXTRICATION

87. Review how to use, inspect, and maintain power tools & hand tools relating to vehicle extrication
- 88. Review information on “new” vehicles and what challenges you may be faced with**
89. Get a used vehicle from your local tow yard to cut up

VENTILATION OPERATIONS

90. Review ventilation principles and procedures

91. Using actual buildings, discuss where and how to ventilate

92. Demonstrate inspecting, maintaining, and using each ventilation tool

WATER SUPPLY

93. Review commonly used water supply systems in your jurisdiction (hydrants, tanks, sprinkler components, etc.)

94. Spot the apparatus for a hydrant connection

95. Practice forward / reverse / split hose lays

WATER SUPPLY

96. Practice drafting water from a static water source

97. Practice water shuttle operations

98. Practice relay pumping

LAST BUT NOT LEAST

99. Participate in the UL / NIST online training that relate to modern fire behavior, basement fires, and vertical ventilation and suppression tactics in single family homes.
- 100. Attend an off-duty class as a crew.**
101. It's not all about you - designate each member of your crew to create and deliver a drill each month.

**10 Commandments
of an ideal Company
Officer as the Training
Officer of their crew**

#1:

**Know The Strengths &
Weaknesses Of Your
Personnel**

#2:

**Identify the training
needs of your
personnel – create a
training plan**

#3:

**Learn what is killing &
injuring firefighters
(don't forget the basics!)**

#4:

Know your topic

#5:

**Select instructors
carefully**

#6:

Practice like you play

#7:

**Don't let days that end in
y" stop your training (or
weather, time of day,
etc.)**

#8:

Mix Up Your Training

#9:

**Hold yourself and your
personnel accountable – don't
accept mediocrity,
incompetence or complacency!**

#10:

**Document, document,
document!**

**LESSONS LEARNED
FROM THE FRONT
OF THE CLASS**

STUDENT INTERACTION

- Rule #1: The student in front of you is the most important person
- Rule #2: Don't forget rule #1
- Don't forget breaks
- Don't spoon feed

STUDENT INTERACTION

- Try to engage all students if possible
- **Each student learns and retains info differently**

PROFESSIONALISM

- Respect the allotted time frame
- **Know your stuff**
- Don't let politics enter the classroom unless you can justify using politics
- **Dress the part of the instructor**
- Always practice safety, walk the walk, talk the talk

EXPECATIONS

- Establish expectations at the beginning of every session
- **Hold students accountable**
- Don't settle for mediocrity

LESSON PLAN DEVELOPMENT

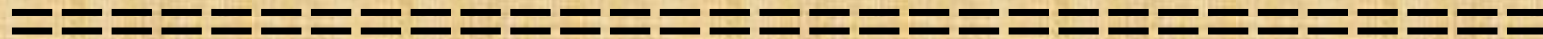
- **Don't rely on old lesson plans**
- Use various sources to create
- **Ensure information is consistent, accurate, and up-to-date**
- Prepare your lesson with the thought that you may drop dead tomorrow

AUDIO-VISUAL RELATED

- Learn the audio-visual equipment in advance of class
- **Don't rely on one format**
- Always have a back-up AV method

QUESTIONING

- Overhead question
- Rhetorical question
- Direct question
- Relay question



- Use all four as much as possible!

HANDS-ON PRACTICE:

- **Set up your work area well in advance**
- If someone else set it up, double-check
- **Verify condition of equipment before, during and after training session**
- Take any damaged equipment out of service
- **Ensure appropriate safety gear is worn**

HANDS-ON PRACTICE:

- Stop unsafe acts or behavior ASAP
- **Always demonstrate how to do a skill at least once before having a student do it**
- Leave plenty of time for extra practice if needed
- **Always have multiple things for people to do, especially if some folks need practice in one area**

ASSISTANT INSTRUCTORS:

- **Choose them carefully**
- Make sure they are qualified and certified
- **Provide them with your expectations**
- One of the biggest challenges will be with consistency

COURSE COORDINATION:

- **If you ever find yourself coordinating a course:**
 - Choose instructors carefully
 - Ensure instructors are qualified and certified
 - Provide instructors with expectations
 - Provide instructors with clear direction of what they are being asked to teach, including objectives
 - Have instructors provide you a copy of their entire presentation for your files

TRAINING:

- A minimum of two hours per day
- Make every opportunity to train, educate, mentor
- **Be creative, know what you're teaching**
- Empower your personnel, don't be the only instructor
- **Don't rely on the Department Training Officer to provide you with all the tools to train you're personnel - you are a TO!**

TRAINING RESOURCES:

- ✓ Firehouse Magazine: www.firehouse.com
- ✓ Fire Engineering Magazine : www.fireengineering.com
- ✓ Fire Rescue Magazine: www.firefighternation.com
- ✓ Fire Rescue 1 – www.firerescue1.com
- ✓ Daily Dispatch – www.dailydispatch.com
- ✓ Firefighter Close Calls – www.firefighterclosecalls.com
- ✓ Firefighter Near Miss – www.firefighternearmiss.com
- ✓ U.S.F.A. - www.usfa.fema.gov

RESOURCES – Publications:

- IAFC On Scene – www.iafc.org
- Firehouse Magazine – www.firehouse.com
- Fire Engineering Magazine –
www.fireengineering.com
- Fire Nuggets Magazine –
www.firenuggets.com

RESOURCES – Publications:

- Fire Rescue Magazine – www.firefighternation.com
- Firefighters Bookstore – www.firebooks.com
- FSP Books & Videos – www.fire-police-ems.com
- National Fire Academy
- State Fire Training/State Fire Marshal's Office

RESOURCES – Free Email Lists:

- www.fireengineering.com
- www.firehouse.com
- www.dailydispatch.com
- www.firefighterclosecalls.com
- www.firerescue1.com
- www.firefighternation.com

RESOURCES – Associations:

- www.iafc.org (Int'l Association of Fire Chiefs)
- www.nfpa.org (Nat'l Fire Protection Association)
- www.fdsoa.org (FD Safety Officers Association)
- www.publicsafetyexcellence.org (Center for Public Safety Excellence)

RESOURCES – Associations:

- www.isfsi.org (Int'l Society of Fire Service Instructors)
- Your State / Other State Firefighter's Association

***If you truly care about your
personnel – don't let things
like this happen on your
watch.....***



Mark "Mac" F. McCormack

Captain Santa Clara County
Fire Department

August 22, 1968 - February 13, 2005

Beloved Husband, Son, Brother,
Grandson and Friend

BOTTOM LINE:

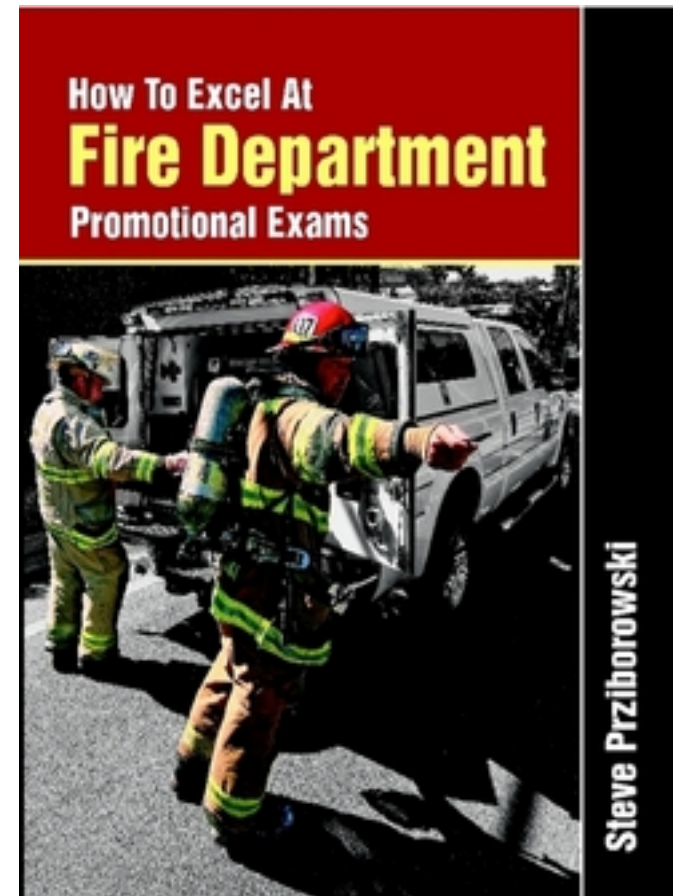
- You are the TO of your company, get used to it
- **Do the best you can to ensure your personnel are as prepared as they can be!**

BOTTOM LINE:

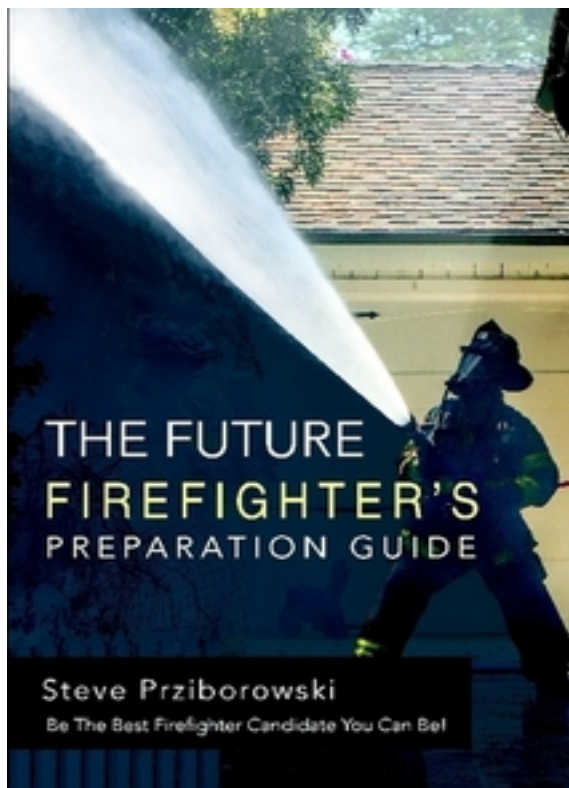
- **Train like your life & their lives depend on it!**
- Nobody ever said being a company officer was going to be easy or fun – if you truly care about your personnel, train them until the cows come home!

Resources:

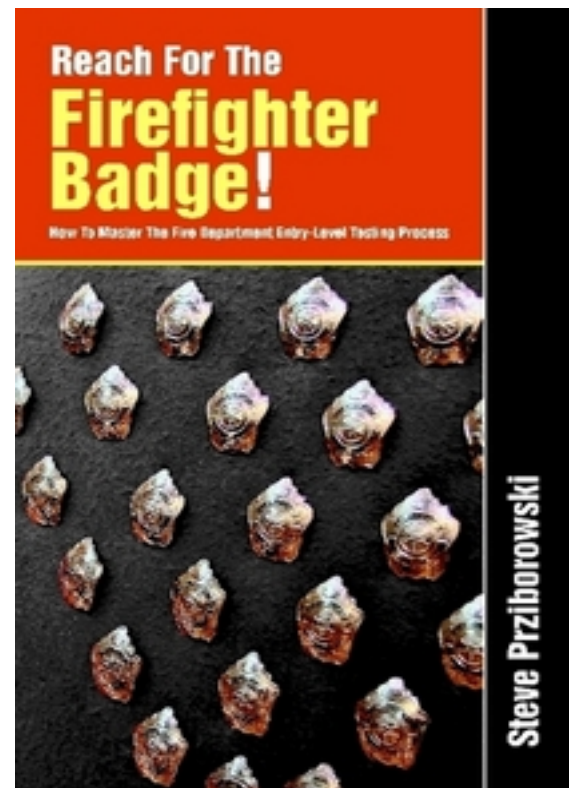
- Soft cover copy; or
- **EBook version**
- Available at:
 - iTunes
 - Amazon
 - www.code3firetraining.com



Resources:



- Soft cover
- EBook



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**Thank you very much for your time –
don't just stay safe – make it safe!**

Contact Information:

- Steve Prziborowski
- (408) 205-9006 – cellular
- sprziborowski@aol.com
- www.code3firetraining.com
- www.chabotfire.com
- [@Sprziborowski](#) on Twitter