

	TRAVIS COUNTY ESD #5 MANCHACA FIRE RESCUE Department Directive	D2018-002
		Effective: 7/6/2018
	Training Coordinator Position	Rescinds: n/a
		From: C. Poole

Ongoing training that reinforces core skill sets is an essential part of any engine company’s daily operations. Additionally, ongoing training as a crew is one of the most effective ways to build crew integrity and cohesiveness. Lastly, the more we become proficient in basic skills, the more we can turn to expanding our skill sets with new topics and advanced training.

In the past I have attempted to establish a daily drill schedule and to roll out other training programs but those efforts are not sustainable without an individual that can focus more closely on the training mission. I have asked DO Richard El Richani to take on the role as the Department’s Training Coordinator. He has accepted this role and we are working on formulating a training plan for the organization.

Generally, our training mission will have the following components:

- Fire and Medical CE to maintain basic certifications (typically this will be online content)
- Daily hands-on drills to focus on reinforcing basic skills and reinforce seldom-used skills and procedures
 - The Training Coordinator will develop a plan for covering various topics in this realm; however, not every shift will have training pre-determined by the training coordinator. Some of these sessions will be led by the Training Coordinator or his designee. Others will be the responsibility of the Company Officer to execute.
 - Officer Initiated Drills: There will be intentional gaps in the training schedule to allow the Company Officer to focus on drills specific to their crew. This may be specific drills to reinforce areas that need attention or work to expand their knowledge in a specific area. Gaps in the training schedule are not a break from training; they are an opportunity Officers to drive their training needs.
- Specialized topics or certification classes: Periodically, we will bring training programs to the department that are designed to introduce new skill sets to our personnel. These programs may involve all members or a focused subset of our membership depending on the nature of the program. The Training Coordinator may be directly involved in these programs or may assist with the logistics of bringing outside vendors or subject matter experts in to facilitate these programs.

Please join me in welcoming DO El Richani into his additional duties as our Training Coordinator. Your input is certainly welcome and needed to make our training program something that adds value to our organization. I believe that every day should be a training day. Whether it is a certification class, a structured drill, and impromptu class, or a discussion about tactics around the kitchen table, there is something to learn every day on the job.

Any personnel that have questions on the requirements for participation in training should refer to Policy F101: Participation in Department Training.

Battalion Chief Calvin Poole