



# ***Hillsborough County Fire Rescue***

## **POLICIES AND PROCEDURES MANUALS RULES & REGULATIONS**



**SECTION:** Administrative Policies  
**SUB-SECTION:** Administration – General  
**POLICY TITLE:** HCFR Meritorious Awards  
**POLICY NUMBER:** 100.09  
**AUTHORIZATION:** William L. Nesmith

**EFFECTIVE DATE:** 1 March 2010

**REVISION DATE:**

**REVIEW DATE:**

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William L. Nesmith, Fire Chief



### **1. HILLSBOROUGH COUNTY FIRE RESCUE MERITORIOUS ACTS/AWARDS POLICY AND PROTOCOL**

- a. The information contained within this policy is issued to establish formal procedures for the recognition of meritorious acts/service within Hillsborough County Fire Rescue and to provide additional guidelines and assistance to all members in understanding the award procedure

### **2. BOARD OF MERIT**

- a. All nominations for meritorious acts/service recognition are evaluated by Hillsborough County Fire Rescue's Board of Merit, hereto after referred to as the Board.
- b. The Board is appointed by the Fire Chief or his/her designee, and is made up of members representing both field and administrative commands.
  - i. The Board shall meet as necessary to review all nominations and to ensure that all recommendations for recognition are submitted to the Executive Staff for further consideration.
  - ii. HCFR Executive staff shall review each forwarded nomination and make a final recommendation to the Fire Chief for approval as appropriate.
  - iii. The Fire Marshal, or his/her designee, shall attend meetings in an advisory capacity where meritorious acts/service involving members under his/her command are being presented.
- c. A memorandum shall be sent out during the month of June in each calendar year announcing the nomination period.
- d. All nominations shall be forwarded to the Board via the Division Chief of Personnel.

### **3. CLASSIFICATIONS OF MERITORIOUS ACTS/SERVICE AND UNIT CITATIONS**

- a. **CHET THARPE FIREFIGHTER OF THE YEAR AWARD** 
  - i. Chief Chet Tharpe was the first Hillsborough County Fire Marshal and Fire Chief.
  - ii. The Chet Tharpe Firefighter of the Year award received the approval of the Hillsborough County Board of County Commissioners by unanimous vote on 21 April 1993.
  - iii. This award is for the purpose of recognizing an outstanding combat member or company for service above and beyond the call of duty.
    1. This recognition can be for an act of heroism, unusual dedication, or significant program impact for our public's safety.
    2. This award shall be an annual presentation.
  - iv. The Chet Tharpe award shall be given in conjunction with the BOCC Proclamation of Fire Prevention week, which is the first week of October. This Proclamation/Award will occur on the regularly scheduled BOCC meeting just prior to Fire Prevention Week.
- b. **NANCY LEE MCKAY PARAMEDIC OF THE YEAR AWARD** 
  - i. Nancy Lee McKay was instrumental in establishing a quality EMS system in Hillsborough County.
  - ii. The Nancy Lee McKay Paramedic of the Year award received the approval of the Hillsborough County Board of County Commissioners by unanimous vote.
  - iii. This award is for the purpose of recognizing an outstanding paramedic or ALS company for service above and beyond the call of duty.
    1. This recognition can be for an act of heroism, unusual dedication, or significant program impact for our public's safety.



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2. This award shall be presented annually.
- iv. The Nancy Lee McKay award will be given in conjunction with the BOCC Proclamation of EMS Week, which is held during the month of May. This Proclamation/Award will occur on the regularly scheduled BOCC meeting just prior to EMS Week.
- c. **TIMOTHY RUMRELL MEDAL OF VALOR AWARD** 
  - i. This medal is named for Captain Timothy Rumrell, who exemplified the ideal company officer. His integrity was unchallenged, and he could always be depended upon to “do the right thing.” Captain Rumrell’s battle with cancer was an example to us all of the character and courage he possessed.
  - ii. The Timothy Rumrell Medal of Valor is presented to an individual who has continued to perform their duty in the face of extreme personal risk for the safety of their co-workers, victims, or civilians
- d. **GILBERT RODRIGUEZ LEADERSHIP AWARD** 
  - i. Chief Gilbert Rodriguez was a father figure to many co-workers in the fire rescue services, and developed many firefighters and paramedics into the leaders they are today. His fire service career spanned well over three decades, excelling in both suppression and training duties. Chief Rodriguez was a firefighter’s firefighter, and many of us would follow him into any situation.
  - ii. The Gilbert Rodriguez award is presented to an individual who has demonstrated exceptional leadership in the performance of their firefighting duties.
- e. **MICHAEL CAIRA/BARRY WILLIAMS MEDICAL RESCUE AWARD** 
  - i. **Michael Caira** provided a high level of care to the citizens of Hillsborough County during his nine year career. His dedication to this profession lives on through the many students he inspired while an instructor at Hillsborough Community College.
  - ii. **Barry Williams** came to Hillsborough County straight from the Navy and took great pride in his profession. A more sincere and caring paramedic would be difficult to find.
  - iii. These two former HCFR paramedics represented consistent lifesaving service to Hillsborough County citizens.
  - iv. This award is presented to a HCFR paramedic that has demonstrated exceptional skill in the performance of their emergency medical duties by applying treatment methods consistent with astute assessment and evaluation skills. The actions of the paramedic receiving this award provided the optimum chance for patient recovery.
- f. **JEFFREY HOLT VOLUNTEER FIREFIGHTER OF THE YEAR AWARD** 
  - i. Volunteer Firefighter Jeffrey Holt offered the ultimate sacrifice while performing firefighting duties for the citizens of Hillsborough County.
  - ii. This award is presented to the Volunteer Fire Rescue member who has demonstrated commitment to duty and for public safety. The volunteer firefighter receiving this award has demonstrated true commitment to providing the optimum service for their fellow citizens.
- g. **ADMINISTRATIVE SERVICE CITATION** 
  - i. This award is presented to an administrative officer that distinguished him or herself through outstanding individual performance while maintaining a teamwork attitude. The administrative citation represents perseverance in attaining organizational goals of the department in support of service delivery to the citizens of Hillsborough County.



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- h. **FIRE MARSHAL** 
  - i. The unsung heroes of fire prevention are the members of the Fire Marshal's Division. These individuals provide the day to day perseverance that makes our lives safer. The recipient of this award is an individual that has accomplished valuable fire prevention, inspection, or investigation services while demonstrating a special faithfulness or perseverance.
  - ii. This award is presented to the prevention or investigation officer who has demonstrated exceptional performance in the fire safety area.
- i. **UNIT CITATIONS** 
  - i. Unit Citations are presented for performance of fire rescue duties that have been achieved through teamwork and cooperation. This award may be presented to rescue and firefighting crews that have demonstrated an exceptional accomplishment in service delivery to the community in both emergency and preparedness duties.
- j. **HILLSBOROUGH COUNTY FIRE RESCUE ACHIEVEMENT AWARD** 
  - i. This award is presented to individuals who demonstrate consistent action and performance that exceeds the standard for the position the individual is assigned. This award is designed to recognize the pace setters for others to follow, the individuals who set consistently high goals and attain them in their everyday performance.
- k. **SUPPORT Staff Service Citation**
  - i. This award is presented to an individual for exceptional delivery of administrative support for Hillsborough County Fire Rescue activities. The recipient has displayed a commitment to the completion of significant administrative projects which have been critical to the advancement of the department.
- l. **HILLSBOROUGH COUNTY FIRE RESCUE COMMUNITY SERVICE AWARD**
  - i. The Fire Rescue Community Service award is presented to a civilian individual or organization that has demonstrated commitment to community service. Recipients are members of the community who have provided exceptional assistance to the fire & rescue services and were selected as an example of what makes our community a better place to live