

West Metro Fire Rescue
Board of Directors Policy B-1509
ALCOHOL AND DRUG ABUSE



Review Cycle: Three-Year Cycle

Reviewed: 8/16/2022

Author: Fire Chief

CFAI Reference: 1A.2, 7C.3, 11A.7, 11A.8

Reference Documents:

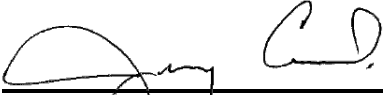
Administrative Procedure #1509

Policy

1. It is the policy of the West Metro Fire Protection District (District) that the District maintains the confidence and trust of the public. In addition, a safe work environment is critical to the District's mission of providing for the public's health, safety, and welfare. The work of many District employees, both civilian and uniformed, involves safety-sensitive tasks that cannot be impaired by alcohol or drugs because such tasks require quick judgment, effective communications, dexterity, and teamwork.
2. It is also the policy of this District to comply with all applicable provisions of the federal Drug-Free Workplace Act because of the District's receipt of federal funds and grants.
3. Accordingly, the District strictly prohibits the manufacture, distribution, use or possession on District premises, including parking areas, of:
 - 3.1 Any unauthorized alcoholic beverages of any kind; except at authorized functions held at the Training Center, 3535 South Kipling Street, and approved by the fire chief. Such authorized functions will typically be held after hours and personnel shall not be in District uniform or drive District vehicles. Alcoholic beverages will be limited to beer and wine and will not be purchased with District money.

- 3.2 Any controlled substances or drugs other than those prescribed by a physician or obtained from a legal source under Colorado and federal law.
4. Employees are expected to use prescription drugs or over-the-counter medications in an appropriate manner and dosage and are expected to know whether the use of such drugs may impair their ability to perform their jobs safely and competently.
5. In addition, no employee shall report to work or duty while impaired by, or under the influence of, alcohol or drugs to any degree. Any employee who reports to work impaired by, or under the influence of drugs or alcohol shall be immediately relieved of the employee's duties, and appropriate disciplinary action may be imposed in accordance with the applicable administrative procedures.
6. Any employee who is convicted or pleads "no contest" to any criminal drug or substance violation that occurred either on or off the workplace shall notify the District of the conviction or plea within five days.
7. Any violation of this policy will subject the employee to appropriate disciplinary measures, up to and including discharge.
8. The administration shall develop appropriate awareness programs to inform all employees of the dangers of drug and alcohol abuse, the availability of counseling/rehabilitation programs, and the penalties that may be imposed upon employees for violation of this policy.
9. This policy is to be administered according to the Working Agreement between West Metro Fire Protection District and the IAFF Local 1309, the Working Agreement between the District and the Assistant Chiefs, the Civilian Employment Policy if applicable, and per any applicable administrative procedure. Nothing herein contained shall be interpreted as constituting a waiver of the District's right to take disciplinary action under other applicable provisions of the policies and procedures in addition to the measures herein provided for. Nothing herein shall be construed as a waiver of the District's obligation and duty to report any sale, distribution and/or use of illegal drugs to the appropriate law enforcement agency; however, a member's voluntary seeking of

assistance to overcome a chemical dependency problem shall not, by itself, be considered an indication of any illegal action by such member.



Jerry Cassel, Board President

Previous BP #	Date of Change	Description of Change
	5/18/2021	Section 3.2 – Added federal law, and added the Assistant Chiefs Working Agreement to Section 9. Added CFAI references to include 11A.7 and 11A.8 updated to the 10th Edition.