

Montgomery County Fire and Rescue Service

FIRE CHIEF'S GENERAL ORDER

NUMBER: 07- 24

October 26, 2007

TO: All MCFRS Personnel

FROM: Fire Chief Thomas W. Carr, Jr. 

SUBJECT: Kelly Day Selection for CY2008

It is time to submit your CY2008 Kelly Day selection preferences. **The deadline for submission is 1700 hours, Friday, November 3, 2007.** Make your requests based upon your anticipated shift and station assignment as of the October 15, 2007 transfer meeting. If you have any questions about your shift or assignment, please contact your shift chief. As soon as the CY2008 Kelly days are assigned, I will issue instructions for CY2008 vacation picks.

Submit Kelly Day selections electronically at <http://kellypicks.mcfrc.org>. The website will open on Sunday, October 28th, 2007 by 1700 hours to accept your picks. **Once the form has been submitted, personnel will only be able to modify or make changes to their selections up until the selection period closes.** You will receive a confirmation of your selection via your county e-mail account.

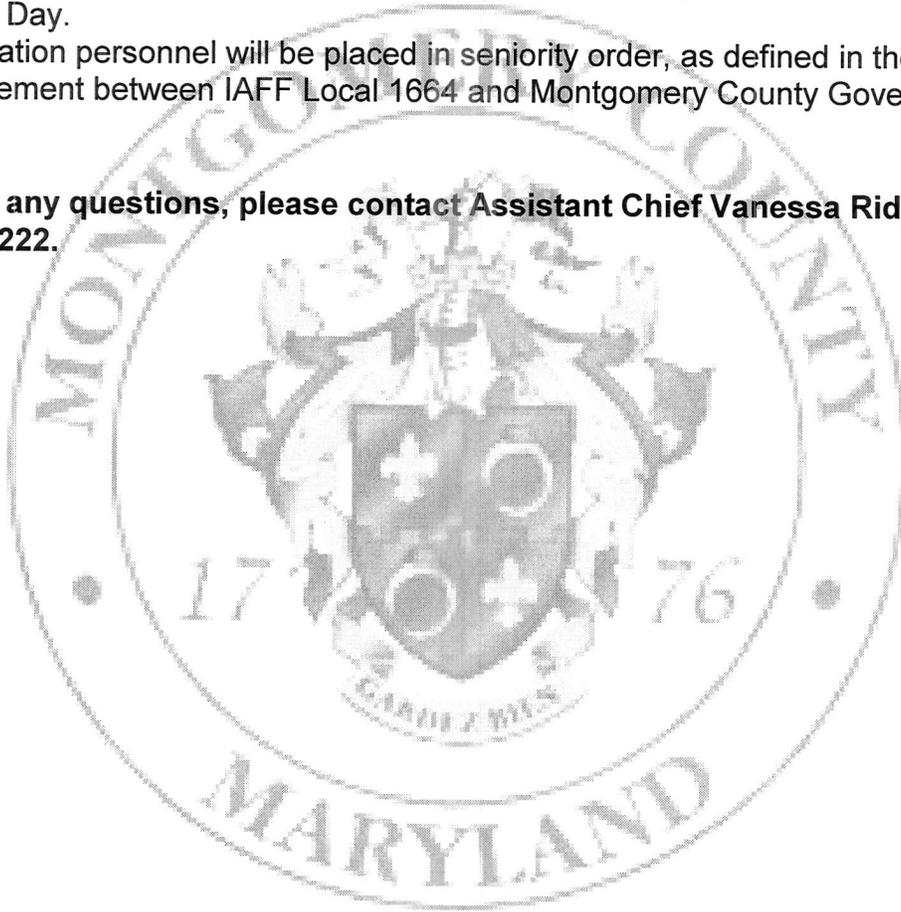
KELLY DAY ADMINISTRATION CRITERIA

1. Kelly Days will be assigned based on service needs, rank, seniority, and specialty skills.
2. When personnel are transferred into vacant positions, they will normally be assigned the vacant Kelly Day at that station.
3. These rules apply to all personnel assigned to fire/rescue stations.
4. Personnel will retain the Kelly Day assigned to them unless transferred, or an unusual situation occurs.
5. Personnel who wish to request a Kelly Day must complete the electronic form accessible on the MCFRS web site, using the instructions listed above by Saturday, November 3rd, 2007 at 1700 hours. **Selections will not be accepted after 1700 hours on November 3rd, 2007.**
6. Only personnel assigned to **permanent positions** will pick Kelly Days. Personnel who are in overage positions will be assigned Kelly Days when they are placed in permanent positions. Those permanent positions will already have a Kelly Day assigned to them.
7. IAFF Local 1664 representatives are invited to observe the selection process.
8. Kelly days will be posted in stations and on the web site not later than November 10th, 2007.

KELLY DAY SELECTION FOR CY 2008

1. ECC 12-week cycle for CY2008 for new Kelly Days takes effect January 6, 2008.
2. ECC Captains are required to select Kelly Paddles with Monday or Thursdays as the primary Kelly days due to the ECC Relief Captain position.
3. Personnel will be evenly distributed by rank, service need, and specialty.
4. In single officer stations, the officer and the master firefighter **will not** be assigned the same Kelly Day.
5. When more than one officer and more than one master firefighter are assigned to the same shift at the same station, not more than one officer and one master firefighter can be assigned the same Kelly Day.
6. Paramedics must be evenly distributed across the days of the week. Paramedics assigned to the same station will **not** be permitted to have the same Kelly Day.
7. All station personnel will be placed in seniority order, as defined in the Agreement between IAFF Local 1664 and Montgomery County Government.

If you have any questions, please contact Assistant Chief Vanessa Ridgely at (301) 897-2222.



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