



California State Firefighters' Association Volunteer Firefighters' Length of Service Award Program

Sponsored by: The California State Firefighters' Employee
Welfare Benefits Corporation (CSFEWBC)

Administered by: Adapt Management
1775 W. State Street #225 Boise ID, 83702

Contact Program Administrator

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Rewarding Volunteers



Recognizing those who serve.

The Volunteer Firefighters' Length of Service Award Program offers fire departments and districts the opportunity to recognize and financially reward firefighters for their years of dedicated service.

Discover what we can do for you - call Adapt Management at (208) 345-5109.



Welcome to the CSFEWBC Volunteer Firefighters' Length of Service Award Program

- The enclosed information is provided as a preview of a program that fire departments throughout the state of California are contracting for as a way to “thank” their volunteers for their valuable continued service.
- If you have any questions about the program, please feel free to contact Adapt at (208) 345-5109 or email at VFLSA@adaptmanagement.org.
- We look forward to doing business with you.



Procedures For Contracting With The Volunteer Firefighters' Length of Service Award Program

Contracting with the California State Firefighters' Employee Welfare Benefits Corporation for the VFLSA is a three-phase process.



I. Initial Phase

The fire department contacts the Program Administrator to request information on the program.

The Program Administrator will send the department a packet of information containing the following.

- Cover letter of general information
- Outline of the contract process
- Form requesting information pertaining to the volunteers



II. Valuation Phase

An actuarial valuation or estimate of cost is required. The Program Actuary will conduct the valuation to determine the approximate payment that would be required by the fire department for participation in the Award Program.

If you are considering the inclusion of the prior service option in your contract, either now or later, include the information as noted on the form and you will receive two separate valuation figures.

One figure will be for current service credit and the second figure will be for the approximate cost for the prior service credit.

If you include the prior service option in your contract or add it later, it will be necessary to certify the prior service to be credited. The payment for prior service can be paid in one lump sum or in up to 10 annual payments but will be due at the time if the department leaves the program.

The results of the valuation will be sent to you approximately 3 to 4 weeks after we receive the information from your fire department.



III. Final Contract Phase

After reviewing the results of the valuation, and you wish to proceed with the contract, let the Program Manager know if you wish the contract to be for current service only or if it should include prior service. A second packet containing the contract documents will be prepared and mailed to the fire department.

This packet will contain:

- Certificate of Compliance with Government Code Section 50973. Your governing body is required to make public the cost implications of the program and its method of financing. This certificate must be completed and returned to the Program Manager to verify that requirements for the publication of cost have been met.
- An Ordinance or Resolution. Depending on how your governing body is authorized to act, a certified copy of the ordinance or resolution is to be returned to the Program Manager.
- Contract Document. Two originals of the contract document will be provided. The two originals are to be signed and returned to the Program Manager for signature. An executed copy of the contract will be returned for your files.



*They Give Their Time
They Give Their Talent
Sometimes They Give Their Lives*



The men and women who volunteer to fight California's fires play an important role in the firefighting effort. They leave their jobs and their families to answer this special call to service. In light of continued state and local budget cuts, their role has greater significance to the fire departments who depend on their dedicated volunteer service.

Now there is a way to acknowledge the value of those years of dedicated volunteer service – without placing undue strain on the fire district and department resources.



Volunteer Firefighters' Length of Service Award Program

In 1974, the California State Firefighters' Association proposed legislation to establish a program that would enable fire departments to offer their volunteers an incentive as well as a monetary benefit for their steadfast service.

In 1979, the State of California passed the Volunteer Firefighters' Length of Service Award Act. The program went into effect January 1, 1980 under the administration of CalPERS.

In 2007, the Governor signed legislation transferring the VFLSA program to the CSFEWBC effective March 1, 2008.



How The Program Works

A fire department contracts with the CSFEWBC to provide this valuable benefit to reward their volunteers for their dedicated service. All costs for the program are paid by the contracting department. There is no cost to the volunteer.

Lastly, an actuarial valuation is conducted at the time of the contract to determine the department's cost.



Program Benefits



The CSFEWBC administers and invests program funds with the aim of increasing service awards and expanding benefits. A volunteer firefighter with 20 years of service credit at age 60 will receive \$1,200 annually for life paid in equal monthly payments. The minimum award a volunteer can receive after 10 years of service at age 60 is \$600 annually also paid in equal monthly payments.



Spousal Death Benefit

- If you have 10 or more years of service credit in the program, the Volunteer Firefighters' Length of Service Award Program pays a \$3,000 lump sum death benefit to your spouse.



Volunteer Service Credit Guidelines

A volunteer can earn a year of service credit by participating in training drills, emergency calls, and by maintaining regular attendance at department and association meetings.

Volunteers can initially receive a year of service credit if they have been active with the department for at least six months at the time of the department's contract.

A volunteer can receive up to eight years of service credit before the department joined the program if the department elects to add this option to the contract and provides documentation according to these guidelines.

For a volunteer to receive proper service credit, the department must maintain records of his or her service credit activities including run sheets, training records & certificates, and department and association meeting rosters. The determination of acceptable service rests with the department.



Backed By Strong Financial Strategies

Investments are administered by CSFEWBC & Bay Bridge Capital Group. Benefits are paid through Natpay by Direct Deposit to the member's bank account.

If you have any questions, please contact the Program Administrator at (208) 345-5109 or by email at VFLSA@adaptmanagement.org.



Program Facts



Q. Is the Volunteer Firefighters' Length of Service Award Program a retirement plan similar to a Defined Contribution (401 k) Plan?

A. No, The Volunteer Firefighters' Length of Service Award Program is strictly an award program administered by the CSFEWBC. It enables fire departments to offer an incentive to their volunteers and to reward them for their faithful service by providing the opportunity to earn a lifetime monetary award.



Q. What does the award consist of?

A. The basic award payment for life ranges from \$50 per month at age 60 for those with 10 years of service and up to \$100 per month at age 60 for those with 20 years of service. The award is payable when a volunteer reaches age 60 with a minimum of ten years of service and a maximum of 20 years of service as a volunteer firefighter.

Q. How much will membership in the Volunteer Firefighters' Length of Service award program cost volunteers?

A. There is no cost to the volunteer firefighter. All costs are paid by the contracting department.



Q. How does a volunteer earn service credit in the VFLSA?

A. A volunteer firefighter must be a member of a contracting department and must participate in activities including, but limited to:

- Fire or emergency medical calls
- Department drills
- Departmental and private training courses
- Departmental or association meetings

Q. Can a volunteer firefighter receive credit for prior service?

A. Yes. If the volunteer firefighter's department elects to add this contract option, the volunteer firefighter may receive up to five years of prior service credit. The participating fire department may pay for the additional service credit either in one lump sum payment or in up to 10 annual installments. If the department leaves the program, any unpaid balance will become immediately due.

There is no cost to the volunteer.



Q. Can a volunteer firefighter earn service credit in more than one contracting department and accumulate all service toward credit in the VLSA Program?

A. Yes, service credit earned in two or more contracting departments will be combined to figure the total years of service credit.

Q. Who is responsible for reporting volunteer firefighter service to the VFLSA Program Manager?

A. Contracting departments must maintain adequate records to show that a credited member was a participating member of the department during the year. All records supporting the VFLSA Program may be subject to audit & review by the CSFEWBC.





If you would like to receive an Actuarial Cost Analysis, or have any questions please do not hesitate to contact the Program Administrator:

VFLSA Program Administrator

c/o Adapt Management
1775 W. State Street #225
Boise ID, 83702



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