



## TONY PINI AWARDS NOMINATION PACKET

### **ELIGIBILITY**

- The award will be given to departments, rather than individuals.
- The initiatives/programs need to have been in place for at least one year, demonstrate sustainability, and show measurable outcomes.
- Nomination criteria will fall into either of the following two categories:
  1. Initiatives/programs within a department that build and foster a diverse and inclusive culture
  2. Initiatives/programs that build and foster working relationships between the fire department and multicultural communities they serve. (this might include, but is not limited to recruitment prevention/community risk reduction, school mentoring programs, etc.)
- Each nomination will require the authorization of the chief of the nominated department or a jurisdictional head with authority related to the department (e.g. mayor, country manager, etc.). Those submitting nominations based on community programming will also require a letter of support from the leadership of a community-lead organization impacted by the program.
- Clients of FIRE 20/20, IAFC, Emergency Services Consulting International, Inc (ESCI and Global Public Safety Solution (GPSS) are NOT eligible to be nominated for two full years after services are rendered complete.
- Departments represented by board members from FIRE 20/20, IAFC, ESCI, and GPSS and committee members from IAFC human Relations Committee are not eligible for nomination.

### **NOMINATIONS**

Nominations will be launched on February 28, 2011 and will conclude April 30, 2011. Both an online nomination form and a PDF version will be available. Visit [www.fire2020.org](http://www.fire2020.org) for more information and access to the online nomination form.

### **WINNER SELECTION PROCESS AND CRITERIA**

The Selection Committee will include two representatives each from the International Association of Fire Chiefs and FIRE 20/20, and one representative from each of the partner organizations which include IABPFF, NAHF, iWomen, NNAFC, VCOS, and NVFC. The Selection Committee members will not include anyone who has consulted for, or sold services or products to, any of the nominee organizations in the last two years. All Selection Committee members will sign a form recusing themselves from voting for departments with which they are affiliated.

The selection process includes:

- Review of nominations received by the deadline to verify minimum eligibility criteria has been met and form has been properly filled out.
- Rating of verified nominations in the following three categories on a seven point scale:
  1. Sustainability: Are the diversity or inclusion activities designed to be a viable long-term approach?
  2. Number of people involved and/or percent of total target group: How much of the community or the organization did the diversity or inclusion activities impact?
  3. Measured impact: What data shows that positive impact on the community or the organization?
- Interviews by at least two members of the Selection Committee of the top three rated departments in each category.
- Finalist ratings and the winners will be determined by a combination of ratings and interviews, to be finalized by the Selection Committee.
- The selection committee's recommendations will be reviewed by the executive director of both FIRE 20/20 and the IAFC. Each director will submit approval. If either cannot approve the recommendations, it will be relayed back to the Selection Committee for an alternative recommendation.



THE 2011 TONY PINI *Awards*  
for **DIVERSITY & INCLUSION**  
IN THE FIRE SERVICE

Completed form (pages 2 and 3), completed essay questions and any required documents maybe faxed to (484) 887-3149 or emailed to [tonypiniawards@fire2020.org](mailto:tonypiniawards@fire2020.org). To access the online nomination form, please go to [www.fire2020.org](http://www.fire2020.org) Call (360) 627-8663 with any questions.

**NOMINATOR**

Name: \_\_\_\_\_ Department/Organization: \_\_\_\_\_

Rank/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Department Phone: (\_\_\_\_) \_\_\_\_\_ Mobile Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

**INFORMATION OF NOMINATED DEPARTMENT**

I am nominating my department.

Fire Chief's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Direct Phone Line: (\_\_\_\_) \_\_\_\_\_ Mobile Phone: (\_\_\_\_) \_\_\_\_\_

Department/Organization: \_\_\_\_\_ Department Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Department Type:  Career/Mostly Career  Volunteer/Mostly Volunteer

**POINT OF CONTACT FOR NOMINATED DEPARTMENT**

I am the point of contact

Name: \_\_\_\_\_ Department/Organization: \_\_\_\_\_

Rank/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Department Phone: (\_\_\_\_) \_\_\_\_\_ Mobile Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

**ACKNOWLEDGEMENT**

The Chief of the nominated department approves this nomination.

I certify that to the best of my knowledge all the information submitted with this nomination is accurate.

\_\_\_\_\_  
Nominator's Signature

\_\_\_\_\_  
Nominator's Title

\_\_\_\_\_  
Date

**PROGRAM/INITIATIVE/PROJECT** (Only ACTIVE programs are eligible to be nominated)

Name of Program: \_\_\_\_\_ Year Program was Implemented: \_\_\_\_\_

Departments can be nominated in one of two categories. Fire 20/20 reserves the right to move a nomination to a better suited category. (To nominate a department in both categories, a second nomination must be completed.)

**Program/initiative within the department that builds and fosters a diverse and inclusive culture.**

*(Examples might include, but not limited to: collaboration between personnel affinity or resource groups; intercultural development programs to increase firefighter cultural competence; language immersion fire stations or programs, intercultural appreciation event activities such as ethnic pot luck dinners or ethnic cooking contests between fire stations; cross cultural mentoring programs).*

Program Categories:  Ethnic Cooking Program  Training  Mentoring  Conference  Other  
 Language Programs (speaking, print, graphic)

**Program/initiative that builds and fosters working relationships between the fire department and multicultural communities they serve.**

*(Examples might include, but not limited to: community partnerships for recruitment, fire prevention and/or risk reduction programs targeting multicultural groups; school mentoring or homework programs; language and/or cultural customs training programs developed by the community for firefighters; multicultural community events /festivals partnerships).*

Program Categories:  Recruitment  Prevention  Mentoring  School Programs  
 Community Service  Other

## ESSAY QUESTIONS

**Describe your program/initiative by answering the following questions. Each question needs to completely answered and attached to nomination form.** For additional support, example essays have be included in this nomination packet.

- 1 In regards to this nomination, please describe the issue, challenge, or problem that the department was seeking to resolve through the development and implementation of program/ initiative/ project. (max of 350 words)
- 2 Please describe the goals and objectives of program/ initiative/ project. (max of 350 words).
- 3 Please describe the steps taken to implement the program/ initiative/ project . (max of 350 words)
- 4 Please describe the steps taken to implement the program/ initiative/ project. (max of 350 words)
- 5 Please describe the people/organizations that were involved in creating and implementing program/ initiative/ project. (max of 350 words) For example: management, labor, file and rank, community
- 6 Please describe how the department/organization is sustaining program/ initiative/ project? (max of 350 words)  
For example: continuation of the program locally, permanent program funds, ability to replicate program nationwide  
**\*\*If submitting a nomination for an external program/ imitative/ project a letter from the community organization is required.\*\***
- 7 Please describe any lessons learned (positive or negative experiences) that might be helpful for other departments who are seeking to solve the similar challenges. (max of 350 words) For example: self evaluation component, things learned to improve the process, refine the process, things to avoid
- 8 Please provide a summary of program/ initiative/ project. (max of 150 words)



### Example Essay for an Internal Program Nomination

**In regard to this nomination, please describe the issue, challenge, or problem that the department was seeking to resolve through the development and implementation of the program/ initiative. (max of 350 words)**

Our department has 756 firefighters. We have 7% African Americans, 9% Hispanic, less than 1% Asian American, less than 1% Native American and 4% women. Sixteen months ago, the City HR office received a complaint from a probationary African American firefighter about an email that was being passed around the department that contained a racially offensive cartoon with his name under the picture. He had brought it to the attention of his Lieutenant, who told him that jokes like this were part of the fire culture, and it meant that fellow firefighters liked him. Because the firefighter was on his one year probationary period, he didn't want to make waves. When a more senior African American firefighter got a copy of the cartoon, he told the probationary firefighter he had to go to HR and file a complaint. HR contacted the fire chief who was furious and immediately called a command staff meeting to address the issue.

[157 words]

**Please describe the background and goals and objectives of the nominated program/ initiative. (max of 350 words)**

Our goal: Ensure a respectful work environment grounded in safety—physical and psychological—acceptance, tolerance, discretion and consideration.

Our objectives: 1) Form a working committee with participation from labor and management to develop an anonymous survey to assess department-wide attitudes. 2) Develop and administer the survey. 3) Develop a train-the-trainer program for Battalion Chiefs so they can facilitate group meetings and courageous conversations. 4) Continually communicate activities and progress through station meetings led by the departments' Battalion Chiefs. 5) Analyze survey results and present in group meetings. 6) Develop department policies around safety, acceptance, tolerance, discretion and consideration and what these policies should be called seeking input from everyone through their groups. 7) Finalize and establish the policies by voting in the groups. 8) Administer the survey again in twelve months to measure changes in attitudes. [136 words]

**Please describe the people/organizations involved in creating and implementing the program/ initiative. (max of 350 words)** *For example: management, labor, file and rank, community*

The directive came from the Fire Chief with the support of HR. Labor and management formed the working committee. The Battalion Chiefs facilitated the group meetings. [26 words]

**Please describe the steps taken to implement the program/ initiative. (max of 350 words)**

The Lieutenant who had originally dismissed the concern was written up and given two weeks without pay. The Chief formed a working labor/management/HR committee. An Assistant Chief with a human resource background developed the survey and the train-the-trainer program. All of the Battalion Chiefs, senior command staff and the city HR manager participated in the off-site train-the-trainer program. Because of shifts, two sessions of the train-the-trainer program were conducted. The week before the survey was implemented, the Battalion Chiefs attended station meetings to describe the program, communicate the chief's and their commitment to the program, and facilitate dinner table conversations about the issues. The online survey was kept open for three weeks to ensure participation from all firefighters. HR

## Example Essay for an Internal Program Nomination

(Continued)

### **Please describe the steps taken to implement the program/ initiative. (max of 350 words)**

tabulated and analyzed the survey results. The next month the Battalion Chiefs again attended department meetings and presented the survey results and facilitated ‘dinner table’ conversations about policies and procedures that needed to be in place. The goal of this strategy was to get input and gain buy-in from the rank and file. The survey was given again twelve months later to determine any change in attitude. [169 words]

### **Please describe the program/ initiative's measurable outcomes and impact. (max of 350 words)** *For example: level of participation, change in behavior, change in attitude, and increase in level of participation*

Of the 756 uniformed, 580 (76.7%) completed the survey. Eighteen firefighters (3.9%) reported that they felt they had personally experienced some kind of harassment, practical joke or being made fun of against their will. Of these, 13 identified themselves as minority males, one as Caucasian male, four as minority females and four as Caucasian females. Seventy-five firefighters (13.4%) reported that they had witnessed or heard about harassment kinds of behaviors including name calling, practical jokes and/or making fun of someone against their will. Of those, 51 were minority males, eight Caucasian males and sixteen were females. The data provided evidence for a thorough review of the department’s zero tolerance policies. The fire chief and the committee made a presentation to city council and recommended that a cultural competency training program should be implemented for all members of the fire department. City council unanimously approved \$75,000 to hire an outside consultant to work with the department to develop and deliver the program. Over seven months all fire personnel completed the one day training. The original committee comprised of labor, management and city HR rewrote the department’s zero tolerance policies and procedures with input from the rank and file. An online post test survey was conducted twelve month after the initial survey. Seven hundred twenty-four people (95.9%) responded. This was an increase of 19.2%. Sixty-five percent reported positive changes in the work environment for safety, acceptance, tolerance, discretion and consideration. Since the process began, no one has filed a complaint or identified any related issues to company officers or command staff. [259 words]

### **Please describe how the nominated department is sustaining the program/ initiative? (max of 350 words)**

*For example: continuation of the program locally, permanent program funds, ability to replicate program nationwide*

Everyone in the department has a copy of ‘The Rock’—the name given to the new zero tolerance policy. The cultural competency training is now given to all new recruits in the academy. We’ve also integrated similar scenarios into our promotional assessment centers to ensure that company officers understand the importance of this issue. [54 words]

### **Please describe any lessons learned (positive or negative experiences) that might be helpful for other departments who are seeking to solve the similar challenges. (max of 350 words)**

*For example: self evaluation component, things learned to improve the process, refine the process, things to avoid*

The process must be transparent. Breaking the department into small groups was one of the keys to our success. Without the ‘honest buy-in’ from both labor and management this whole program would have been dead in the water. Building the training into our academy for all new firefighters is helping to build a more inclusive culture by indentify the department’s values and core competencies at the beginning of a firefighter’s career.[71 words]

### **Please provide a summary of the program/initiative. (max of 150 words)**

Our department experienced a harassment incident that when reported to company officer, was dismissed as department culture humor. The chief used this event to conduct a department wide survey to identify the extent of harassment behaviors and the impact on department personnel’s psychological, emotional and physical well being. The survey results showed that others had experienced or witnessed similar behaviors. This led to a department wide cultural competency training program. A post test survey identified a positive change in attitude and behavior. [82 words]



### **Example Essay for an External Program Nomination**

**In regard to this nomination, please describe the issue, challenge, or problem that the department was seeking to resolve through the development and implementation of the program/ initiative. (max of 350 words)**

Our department only had 8 women firefighters. This is about 1% of our total department. We wanted to increase our numbers of women. We had tried all kinds of recruitment strategies. We developed a training program with a local gym to help women who really wanted to be firefighters to get into better shape so they could pass CPAT. But we just weren't getting enough women to show up to test, and of those that did, the majority failed CPAT. We were not about to lower standards to increase the numbers of women. (95 words)

**Please describe the background and goals and objectives of the nominated program/ initiative. (max of 350 words)**

The goals of the program:

- 1) Increase the number of, women firefighters in our department to 20% of the total workforce in the next three years.
- 2) Our department becomes the department of choice nationally for women firefighters.

Objectives of the program:

- 1) Create opportunities to be visible at events where women gathered. - Build sustaining relationships between women and our fire department, and 2) develop a social media campaign that would double as a referral source. (80 words)

**Please describe the people/organizations involved in creating and implementing the program/ initiative. (max of 350 words)** *For example: management, labor, file and rank, community*

In 2006, Captain Jocelyn Black approached Assistant Chief Tony Plough with an opportunity for the fire department to participate in the State Women's Softball tournament that took place in our community each year. Captain Black was the MVP of her women's softball team and said that she'd be happy to arrange all the details. Her idea was that the department's Pipe and Drum Corps would present the colors and play the National Anthem. For that contribution, the tournament organizers would allow the department to bring equipment and to have a booth where we would pass out recruitment materials about our department. Last year our fire chief threw out the first pitch. (101 words)

**Please describe the steps taken to implement the program/ initiative. (max of 350 words)**

For the last three years, our fire department has worked with the tournament organizers to produce the opening ceremonies. Captain Black works closely with the tournament organizers and Chief Plough to coordinate schedules. Our current female firefighters staff our booth at the ball field. Our pipe and drum corps present the colors and play the National Anthem. We have two rigs that do a water display at the end of the National Anthem. Last year we decided to sell food and soft drinks at our booth. This has raised money for our department, increased traffic to our booth and has enhanced relationship building. Each year after the tournament Captain Black, Chief Plough and Mary Hardy, the tournament organizer had a post debrief to identify and issues and possible enhancements for the next year. (133 words)

## Example Essay for an External Program Nomination

(Continued)

**Please describe the program/ initiative's measurable outcomes and impact. (max of 350 words)** *For example: level of participation, change in behavior, change in attitude, and increase in level of participation*

The first year we received 6 applications from women who played or attended the softball tournament. We hired 4 of them. The second year we received 18 applications and we hired 9 of the women. This is the largest number of women that our department has hired in our history. They had a 100% pass rate in the academy; in fact one of the women was #1. We now have our logo with a link to our application form on the tournament website and an active Facebook page. (88 words)

**Please describe how the nominated department is sustaining the program/ initiative? (max of 350 words)**

*For example: continuation of the program locally, permanent program funds, ability to replicate program nationwide*

The program's success is helping to ensure it is sustained. Women firefighters in our department look forward to participating each year. The Chief has made a commitment that we can bring a rig each year and has committed \$500 in the budget for materials. One of the women who play on the team is a member of the Local IAFF E Board. (62 words)

**Please describe any lessons learned (positive or negative experiences) that might be helpful for other departments who are seeking to solve the similar challenges. (max of 350 words)**

*For example: self evaluation component, things learned to improve the process, refine the process, things to avoid*

We took a look at the 'outside of work' activities that our current women firefighters were participating in and the softball tournament was one of them. After the first year we rewrote some of our materials specifically targeted at women and how our department wants to become the #1 department in the country for women firefighters. Some of the males in our department were suspicious of our targeted recruitment, and kept bringing up the "not lowering standards" argument. We invited some of the concerned male firefighters to come to the games last year and when they met some of these amazing women athletes, they found their concerns unwarranted. (108 words)

**Please provide a summary of the program/initiative. (max of 150 words)**

Our department had a total of twenty-two women firefighters. Our goal was to increase the number of, women firefighters in our department to 20% of the total workforce in the next three years. The objective of this program is to create opportunities to be visible at gatherings, and to build relationships between women and our fire department. Our department's Pipe and Drum Corps presents the colors and plays the National Anthem in the State Women's Softball tournament. For the contribution, the tournament organizer allows the department to bring equipment and have a booth with recruitment materials. Currently we have hired thirteen out of the twenty-four female applications we received. This is the largest number of women that has been in our department. We now have a sustaining partnership with the State Women's Softball tournament and a commitment to increasing our woman fire fighters. (145 words)