RESOLUTION NO. 26-22

A RESOLUTION ESTABLISHING AN ANNUAL PHYSICAL AGILITY TEST PROCEDURE FOR THE CITY OF RIDGETOP FIRE DEPARTMENT EMPLOYEES

WHEREAS, the Fire Department has a responsibility to protect the health, safety, and welfare of the public and its employees; and

WHEREAS, firefighting is a physically demanding occupation requiring employees to possess and maintain the strength, cardiovascular endurance, agility, balance, coordination, and overall physical capability necessary to safely perform essential job functions; and

WHEREAS, the ability to perform essential firefighting duties may be affected by an employee's physical conditioning, and regular assessment of job-related physical abilities promotes firefighter safety, operational readiness, and effective emergency response; and

WHEREAS, the Department desires to establish a consistent, fair, and job-related annual Physical Agility Test (PAT) for employees who are expected to engage in interior and exterior fire suppression activities; and

WHEREAS, the annual PAT is intended to assess physical abilities that are directly related to the essential duties and functions performed by Fire Department employees and is not intended to serve as a general fitness or athletic competition;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Mayor and Alderman hereby establishes the following Annual Physical Agility Test Procedure for the City of Ridgetop Fire Department:

SECTION 1. PURPOSE
The purpose of this procedure is to ensure that Fire Department employees maintain their physical ability to safely and effectively perform the essential duties associated with emergency response and fire suppression.

SECTION 2. SCOPE
This procedure applies to all Fire Department employees who are expected to participate in interior or exterior fire suppression activities.

SECTION 3. ANNUAL REQUIREMENT
Fire Department employees within the scope of this procedure shall participate in a job-related Physical Agility Test (PAT) on an annual basis. The PAT shall be administered consistently and shall consist of physical tasks that are reasonably representative of the essential functions performed during fire suppression and emergency operations.

SECTION 4. PHYSICAL AGILITY TEST PROCEDURE
The PAT shall be conducted in the following sequence:

1. Obtain and record the employee's vital signs.

2. The employee shall do the required Personal Protective Equipment (PPE).
3. The employee shall complete the 75-foot Aerial Ladder Climb.
4. The employee shall complete the Skills Course.
5. The employee shall be escorted to the Rehabilitation Area and assisted with doffing PPE.
6. The employee shall be provided with hydration and cooling.
7. Obtain and record the employees' post-test vital signs.

4.1 EMPLOYEE PROCEDURES

Employees required to complete the annual PAT shall arrive at the designated testing location at the designated time sufficiently hydrated and rested.

Employees shall not attempt the PAT while injured, incapacitated, or otherwise unable to safely participate.

Employees may wear long pants or shorts, tennis shoes, or station boots. Open-toed shoes, sandals, open-heeled shoes, or other inappropriate footwear shall not be permitted.

4.2 ATTENDANT PROCEDURES

Each employee completing the PAT shall be accompanied by an attendant throughout the testing process. A Fire Officer or other employee designated by the Fire Chief shall be assigned as the attendant for each employee.

The attendant shall:

1. Record the employees' time.
2. Escort the employee through the entire course and Rehabilitation process.
3. Ensure that the employee does not run at any point during the course. A fast walk and/or light jog is permitted.
4. Stop or prevent unsafe acts by the employee being tested.
5. Monitor the employee for signs of distress or other conditions that may require the test to be stopped.

4.3 PRE-TEST VITAL SIGNS

The employee's vital signs shall be obtained and recorded before beginning the PAT.

The employee may proceed with the test when vital signs are within the following limits:

- Heart Rate: Less than 100 beats per minute
- Systolic Blood Pressure: 100–160 mmHg
- Diastolic Blood Pressure: Less than 90 mmHg

If the employee's vital signs are outside these limits, the PAT shall not begin until designated Department personnel determine that it is appropriate and safe to proceed.

4.4 PERSONAL PROTECTIVE EQUIPMENT

Before beginning the physical agility course, the employee shall don the following PPE:

- Turnout coat
- Turnout helmet

• Turnout gloves
• Self-Contained Breathing Apparatus (SCBA), without facepiece

Additional safety equipment shall be used as specified for the Aerial Ladder Climb.

4.5 75-FOOT AERIAL LADDER CLIMB

The 75-foot Aerial Ladder Climb shall have a five (5) minute time limit.

The employee shall:

1. Don a ladder safety belt in addition to the PPE listed in Section 4.4.
2. Be attached to an attended safety belay rope while climbing the aerial ladder.
3. Begin the timed portion of the test when the employee's hands touch the rungs of the aerial ladder.
4. Climb to the top of the ladder.
5. Clip the ladder safety belt carabiner around a designated ladder rung.
6. Lean back, extend both arms to the sides, and count to five (5).
7. After counting to five (5), return to the climbing position.
8. Unclip the carabiner.
9. Climb down the aerial ladder.
10. Stop the timed portion of the test when the employee steps onto the turntable and is no longer touching the ladder.

The employee's completion time shall be recorded.

4.6 SKILLS COURSE

The employee shall be provided with a thirty (30) second break after climbing down from the aerial ladder to the ground. The Skills Course time shall begin immediately following the thirty (30) second break. The Skills Course shall have a ten (10) minute time limit.

4.6.1 FAN LIFT SKILL STATION

The employee shall traverse the Skills Course to the Fan Lift Skill Station.

In a controlled manner, the employee shall:

1. Lift the fan from the ground.
2. Place the fan on a designated elevated object.
3. Lift the fan from the designated elevated object.
4. Return the fan to the ground.

4.6.2 GROUND LADDER RAISE SKILL STATION

The employee shall traverse the course to the Ground Ladder Raise Skill Station.

The employee shall:

1. Raise the 14-foot roof ladder rung-by-rung until it is positioned against the building.
2. Lower the 14-foot roof ladder rung-by-rung.
3. Return the ladder to the ground in a controlled manner.

4.6.3 HOSE STRETCH SKILL STATION
The employee shall traverse the course to the Hose Stretch Skill Station.

The employee shall:
1. Grab the nozzle and first coupling of an uncharged, 200-foot, 1½-inch hose line.
2. Extend the hose line to its full length, dropping the first coupling along the route.
3. Upon reaching the designated 200-foot area, return with the nozzle.
4. Pick up the first coupling while returning.
5. Continue to the initial starting point.

4.6.4 175-POUND DUMMY DRAG STATION
The employee shall traverse the course to the 175-Pound Dummy Drag Station.

The employee shall:
1. Grab the loops of webbing secured around the dummy.
2. Drag the dummy 25 feet.
3. Turn at the designated point.
4. Return the dummy 25 feet to the starting point.

Upon the employee crossing the starting point with the dummy, the completion time shall be recorded.

4.7 REHABILITATION
After the employee completes the PAT, the attendant shall escort the employee to the designated Rehabilitation Area.

The attendant shall assist the employee with removing the following:
• Turnout helmet
• SCBA
• Turnout gloves
• Turnout coat

The employee shall remain in the Rehabilitation Area until the required post-test evaluation has been completed.

4.8 POST-TEST VITAL SIGNS AND EVALUATION
The following vital signs and physical conditions shall be assessed and documented during the Rehabilitation process.

Blood Pressure: Blood pressure shall be obtained with the employee seated.

Pulse: Pulse shall be determined by 15-second palpation. A pulse oximeter or ECG assessment is also acceptable.

Respiratory Rate: Respiratory rate shall be determined over a 15- to 30-second period.

Temperature: Temperature shall be obtained using an oral thermometer and shall be determined prior to providing fluids.

Skin Evaluation: Exposed skin shall be examined for redness, wounds, or other abnormalities.

Mental Status: The employee should be alert and oriented, with a normal gait and clear speech.

4.9 HYDRATION AND COOLING

At a minimum, the employee shall be provided 8–16 ounces of water or a sports drink. If the PAT is conducted during hot and/or humid weather, the employee shall sit in an air-conditioned building or vehicle for cooling and rehabilitation. The employee may be released from the Rehabilitation Area after vital signs have returned to normal limits and the employee has been determined to be safe for release.

4.10 MEDICAL TRANSPORT

The employee shall be transported to an appropriate medical facility for any of the following conditions:

- Oral temperature greater than 102°F (38.9°C)
- Oral temperature greater than 101°F (38.3°C) when other symptoms are present
- Irregular pulse or resting pulse greater than 120 beats per minute
- Systolic blood pressure greater than 200 mmHg after Rehabilitation
- Diastolic blood pressure greater than 130 mmHg at any time
- Any signs of dyspnea
- Any signs of altered mental status
- Any other condition for which medical evaluation is determined to be necessary

Emergency medical services shall be activated when warranted by the employee's condition.

4.11 EMPLOYEE UNABLE TO COMPLETE THE AERIAL LADDER CLIMB

If an employee is unable to complete the Aerial Ladder Climb within the prescribed five (5) minute time limit, the employee shall not be permitted to complete the remaining Skills Course.

The employee shall be required to reattempt the Aerial Ladder Climb after a ninety (90) day period. The employee shall remain considered active during this period unless otherwise determined by the Fire Chief pursuant to applicable Department policy.

If, after ninety (90) days, the employee is still unable to complete the Aerial Ladder Climb within the prescribed time limit, the employee shall be removed from active service.

The Fire Chief shall determine an appropriate resolution regarding the employee's status and duties, consistent with applicable Department policy, personnel rules, collective bargaining agreements, and federal, state, and local law.

4.12 EMPLOYEE UNABLE TO COMPLETE THE SKILLS COURSE

If an employee is unable to complete the Skills Course within the prescribed ten (10) minute time limit, the employee shall be required to reattempt the Skills Course after a ninety (90) day period.

The employee shall remain considered active during this period unless otherwise determined by the Fire Chief pursuant to applicable Department policy.
If, after ninety (90) days, the employee is still unable to complete the Skills Course within the prescribed time limit, the employee shall be removed from active service.

The Fire Chief shall determine an appropriate resolution regarding the employee's status and duties, consistent with applicable Department policy, personnel rules, collective bargaining agreements, and federal, state, and local law.

4.13 SAFETY AND AUTHORITY TO STOP THE TEST

Safety shall be the primary consideration throughout the PAT.

The attendant, Fire Officer, Fire Chief, or designated testing personnel shall have the authority to stop the PAT at any time if an employee:
• Demonstrates unsafe behavior;
• Becomes injured;
• Exhibits signs of medical distress; or
• Otherwise presents a risk to themselves or others.

Stopping the test for safety or medical reasons shall not automatically be considered a failure of the employee's physical ability without further evaluation and application of the applicable procedures contained within this Resolution.

SECTION 5. PERFORMANCE STANDARD

Each employee shall be required to successfully complete the PAT in accordance with the performance standards established by the Fire Department.

The performance standards shall be based upon the physical demands of the essential job functions being evaluated and shall be applied consistently to all employees subject to this procedure.

PAT results shall be documented and maintained in accordance with applicable Department record-retention requirements.

SECTION 6. RECORDS AND DOCUMENTATION

The Fire Department shall maintain documentation of each employee's annual PAT, including, as applicable:
•Date and location of testing
• Pre-test vital signs
• Aerial Ladder Climb completion time
• Skills Course completion time
• Post-test vital signs

• Rehabilitation observations
• Any failure to complete a test component
• Any required retesting
• Any medical evaluation or intervention resulting from the PAT

Records shall be maintained in accordance with applicable Department record-retention requirements and applicable law.

SECTION 7. REVIEW OF PROCEDURE
The Fire Chief, or designee, shall periodically review the PAT procedure to ensure that the test remains:
• Job-related
• Operationally relevant
• Consistently administered
• Appropriate to the physical demands of the positions covered by this Resolution

Any substantial modification to the PAT course, equipment, procedures, or performance standards shall be documented and communicated to affected employees before implementation.

SECTION 8. MEDICAL CONSIDERATIONS
The Department shall administer the PAT in a manner consistent with applicable employment, disability, privacy, and occupational-safety requirements.

An employee who has an injury, medical condition, or other circumstance that may affect participation shall notify the appropriate Department official before testing.

Any medical evaluation, restriction, accommodation, or return-to-duty determination shall be handled through the Department's established process and applicable law.

SECTION 9. ACCOMMODATIONS
Requests for reasonable accommodation shall be considered in accordance with applicable federal, state, and local law. Any accommodation must be consistent with the employee's ability to safely perform the essential functions of the position.

SECTION 10. FAILURE TO SUCCESSFULLY COMPLETE THE PAT
An employee who does not successfully complete the PAT shall be notified of the result and shall be provided with an opportunity to participate in a designated remediation or retesting process established by the Fire Chief.

Failure to successfully complete the PAT after applicable remediation and retesting opportunities may result in administrative action consistent with Department policy and applicable personnel rules.

Nothing in this resolution shall prevent the Department from taking immediate action when an employee's physical ability presents an identifiable safety concern during emergency operations.

SECTION 11. RECORDS AND CONFIDENTIALITY
PAT results shall be documented and maintained. Individual results shall be treated as personnel information and disclosed only to individuals with a legitimate business or administrative need to know, subject to applicable law and Department policy.

SECTION 12. REVIEW OF PROCEDURE
The Fire Chief, or designee, shall periodically review the PAT procedure to ensure that the test remains job-related, operationally relevant, consistently administered, and appropriate to the physical demands of the positions covered by this resolution. Any substantial modification to the PAT course or performance standards shall be documented and communicated to affected members before implementation.

SECTION 13. EFFECTIVE DATE
This Resolution shall become effective upon its adoption.

SECTION 14. SEVERABILITY
If any provision of this Resolution is determined to be invalid or unenforceable, such determination shall not affect the validity or enforceability of the remaining provisions.

BE IT FURTHER RESOLVED, that the Fire Chief is authorized and directed to develop, maintain, and implement the written procedures, testing standards, documentation, and safety protocols necessary to carry out this Resolution.

THIS RESOLUTION IS EFFECTIVE UPON ADOPTION, THE WELFARE OF THE CITIZENS OF RIDGETOP, TENNESSEE REQUIRING IT.

ADOPTED AND APPROVED this 20th day of October, 2026.

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Mayor

ATTEST:

_____
City Recorder