

ROSS VALLEY FIRE DEPARTMENT STAFF REPORT

For the meeting of: August 14, 2019

To: Board of Directors

From: Jason Weber, Fire Chief
Kevin Yeager, Deputy Director Fire

Subject: Approval of Memoranda of Understanding with the International Association of Firefighters Local 1775 and the Ross Valley Fire Chief Officers Association and adoption of a resolution for amendments to the compensation package for the Administrative Assistant, the Fire Inspector classifications, and the Disaster Coordinator

RECOMMENDATION:

1. Approval of the July 1, 2019 – June 30, 2022 Memorandum of Understanding (MOU) between the Ross Valley Fire Department and the International Association of Firefighters Local 1775
2. Approval of the July 1, 2019 – June 30, 2022 Memorandum of Understanding (MOU) between the Ross Valley Fire Department and the Ross Valley Fire Chief Officers Association
3. Approval of resolution 19-06 to amend the compensation package for the Administrative Assistant classification
4. Approval of resolution 19-07 to amend the compensation package for the Fire Inspector classification
5. Approval of resolution 19-08 to amend the compensation package for the Disaster Coordinator classification
6. Authorize the Executive Officer to do everything necessary and appropriate to execute and implement the MOU.

BACKGROUND:

At the February 13, 2019 Board Meeting, you approved a contract with IEDA to serve as lead negotiator representing the Board and Ross Valley Fire Department. Glenn Berkheimer (IEDA) was the lead negotiator, with Kevin Yeager (Deputy Director Fire) and Helen Yu-Scott (San Anselmo Finance and Administrative Services Director), serving as technical advisors. The team has been meeting with the representatives of the Ross Valley Firefighter's Association and the Ross Valley Fire Chief Officer's Association to reach agreement for new Memoranda of Understanding (MOU).

DISCUSSION:

The changes to the current MOUs which expired on June 30, 2019 are described below. The proposed 3% salary increases effective July 1, 2019 will add approximately \$155,100 in salary and benefit costs to RVFD, of which \$103,700 is in the 2019-2020 adopted budget. The difference of \$51,400 will be incorporated in the mid-year budget adjustments.

FIREFIGHTERS LOCAL 1775 MOU

The following summarizes the key amendments to the MOU:

Terms:

Three-year contract, 7/1/19 to 6/30/22

Salary:

Salary increases as follows:

Effective 7/1/19 (Section 2. SALARIES):

Engineers	3%
Captains	3%

Effective 7/1/2020

Engineers	3%
Captains	3%

Effective 7/1/2021

Engineers	3%
Captains	3%

3. Working hours and overtime- Clarified language for paying overtime at the 40 hour/week rate and 56 hour/week rate. Also changed compensation for classes attended in the development program from overtime/comp time at the 40-hour rate to comp time at the 56-hour rate.

5. Vacation- Added a hard vacation cap equal to 18 months of vacation accrual.

6. Sick leave - Created language to separate bereavement from sick/injury/illness

17. Dues withholding- Changed language to adhere to the Janus Supreme Court decision

Exhibit C – Removed, replaced with Trade Policy outside of MOU

Side Letter Staffing/Deployment/Revenue-Budget-Cost - Created side letter to create a committee to study staffing, deployment, revenue, budget, and cost related to staffing.

BATTALION CHIEFS (BC's) AGREEMENT

The following summarizes the key amendments to the BC's MOU:

Terms:

Three-year contract, 7/1/19 to 6/30/22

Salary:

Salary increases as follows:

Effective 1/1/2017 (Section 3. SALARIES):

Battalion Chiefs 3%

Effective 7/1/2017

Battalion Chiefs 3%

Effective 7/1/2018

Battalion Chiefs 3%

3. Salary and Wage Plan for Battalion Chiefs- The department analyzed and determined the BCs are exempt under Fair Labor Standards Act (FLSA) and in recognition of this the department agreed to make a one-time addition to monthly salary of \$345.

5. Dues deductions- Changed language to adhere to the Janus Supreme Court decision.

6. Overtime- Agreed to pay overtime when working an emergency incident with a four-hour minimum and also agreed to remove further accrual of compensatory time off. Further language was removed and changed to align with being exempt from FLSA.

9. Vacation – Added a hard vacation cap equal to 18-months of vacation accrual, those over the cap as of July 1, 2019 will have until June 30, 2022 before the cap is instituted. Also added language to separate BCs from Engineers and Captains for vacation shift sign ups.

10. Sick Leave Added similar language as firefighter's agreement.

ADMINISTRATIVE ASSISTANT, FIRE INSPECTOR, AND DISASTER COORDINATOR

The resolutions revise the salary schedule to increase the Administrative Assistant and Fire Inspector salary ranges the same as the firefighters. The Disaster Coordinator's salary was approved via resolution on March 13, 2019. Changes to vacation accrual was made for those hired July 1, 2019 and after. Additionally, all three classifications have a hard vacation cap of 300 hours.

FISCAL IMPACT

The total fiscal impact for the proposed MOU revisions including salary increases is estimated at \$155,050 in FY19-20, \$244,853 in FY20-21 and \$195,429 in FY 21-22.

Position	Total increase for FY19-20
Engineers and Captains – 27 positions	\$125,528
Battalion Chiefs – 3 positions (1 vacant)	\$18,951
Administrative Assistant	\$3,152
Fire Inspector – 2 positions (1 vacant)	\$7,419
Disaster Coordinator – 1 position	\$0
TOTAL 2019-20	\$155,050

Attachment:

Firefighter MOU with exhibits
Battalion Chief MOU with exhibits
Administrative Assistant, Fire Inspector, and Disaster Coordinator Resolutions

***** In an effort to reduce the paper used for the packet, the red-lined version of both of the MOUs are available on our website with the other board packet items. *****