

**ROSS VALLEY FIRE DEPARTMENT**

**RESOLUTION 22-19**

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT AMENDS AND RESTATES THE POSITION AND COMPENSATION PACKAGE FOR THE EMERGENCY PREPAREDNESS COORDINATOR**

**WHEREAS**, Ross Valley Fire adopted Resolution 21-02 on February 10, 2021, establishing a two-year fixed-term Emergency Preparedness Coordinator position as a non-safety position within the Department; and

**WHEREAS**, the Emergency Preparedness Coordinator position is exempt from the Fair Labor Standards Act (“FLSA”). Any overtime is contractual and not an obligation under the FLSA; and

**WHEREAS**, the overtime rate shall be one and a half (1.5) times the hourly rate of the Emergency Preparedness Coordinator position and shall be approved by the Fire Chief or designee; and

**WHEREAS**, the duties, responsibilities, and compensation of the Emergency Preparedness Coordinator position shall continue to be as established in Resolution 21-11; and

**WHEREAS**, Emergency Preparedness Coordinator position will continue to be funded by the Marin Wildfire Prevention Authority (MWPA); and

**WHEREAS**, Resolution 22-19 amends the Emergency Preparedness Coordinator salary to include the annual 4% salary increase per the Cost-of-Living Adjustment (COLA); and

**NOW THEREFORE BE IT RESOLVED**, that the following are the salary and benefits for this position;

**BE IT FURTHER RESOLVED** that the Ross Valley Fire Department adopts the following terms and conditions for the Emergency Preparedness Coordinator class specifications, which the Fire Chief may make minor amendments from time-to-time effective July 1, 2022:

**Emergency Preparedness Coordinator**

	<b>Step A</b>	<b>Step B</b>
July 1, 2022	5,458	5,731
July 1, 2023	5,903	6,199

Step placement and advancement shall be in accordance with the provisions of Section 11 of Authority’s Civil Service Rules and Regulations.

**Salary Adjustments:** The Fire Board will review the Emergency Preparedness Coordinator's compensation annually.

**Retirement:** PERS Section 21354.5, 2.7 @55 for Miscellaneous "Classic" Members  
Employee pays 8% of the 8% employee contribution  
"New Members" as defined by CalPERS, shall be subject to all provisions of the Public Employees' Pension Reform Act, PEPRA.  
PERS Section 7522.20, 2% @62 for PEPRA "New Members"  
Employee pays 6.75% of the 6.75% employee contribution

**Vacation Leave Schedule:** 10 days

**Holidays:** 13 Days off per year: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday; Washington's Birthday; Memorial Day; Independence Day; Labor Day; Admission Day; Veterans' Day; Thanksgiving Day; Friday after Thanksgiving Day; December 24, 1/2 day; Christmas Day; December 31, 1/2 day. In addition to the above, any other single day appointed by the President of the United States or the Governor of California and observed by the Authority as a public fast, Thanksgiving, or holiday.

**Sick Leave:** 3 days per year, capped at 6 days.

**Cafeteria Plan:** The amount of the cafeteria plan shall be an amount equal to the full single cost of Kaiser (PERS Kaiser Bay Area Plan), which at this time is \$813.64 per month. Any unused amount can be applied toward other benefits, including dental, life, and disability.

I do hereby certify that the above Resolution 22-19 is a true and correct copy as passed by the Ross Valley Fire Board on July 13, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Beach Kuhl, President

Attest:

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Monique Black, Temporary Administrative Assistant