

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 23-14

A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT EXTENDING THE LIMITED TERM (TWO-YEAR) FOR THE EMERGENCY PREPAREDNESS COORDINATOR FOR TWO ADDITIONAL YEARS, AND AMENDING THE SALARY FOR FY 24-25

WHEREAS, Ross Valley Fire adopted Resolution 21-11 on September 8, 2021, amending, and restating the limited term (two-year) position of Emergency Preparedness Coordinator as a non-safety position within the Department; and

WHEREAS, the limited term (two-year) position of the Emergency Preparedness Coordinator position expires on September 8, 2023; and

WHEREAS, Ross Valley Fire wishes to extend the limited term (two-year) position of the Emergency Preparedness Coordinator position for two additional years; 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 Resolutions 21-11 and 22-19; and

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

WHEREAS, Resolution 23-14 amends the Emergency Preparedness Coordinator salary to include the annual 3% salary increase per the Cost-of-Living Adjustment (COLA) for FY24-25; and

NOW THEREFORE BE IT RESOLVED, that the Ross Valley Fire Board of Directors hereby extends the limited term (two-year) position of the Emergency Preparedness Coordinator for two additional years; and

BE IT FURTHER RESOLVED that the Ross Valley Fire Department adopts the following terms and conditions, and the salary and benefits for the Emergency Preparedness Coordinator effective September 9, 2023:

Emergency Preparedness Coordinator

	Step A	Step B
July 1, 2023	5,903	6,199
July 1, 2024	6,080	6,385

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 \$913.74 per month. Any unused amount can be applied toward other benefits, including dental, life, and disability.

I do hereby certify that the above Resolution 23-14 is a true and correct copy as passed by the Ross Valley Fire Board on July 19, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Hellman, President

Attest:

Mariana Gonzalez, Temporary Administrative Assistant