

**SIDE LETTER**

**STAFFING / DEPLOYMENT  
BETWEEN**

**ROSS VALLEY FIRE DEPARTMENT  
AND  
ROSS VALLEY FIREFIGHTERS' ASSOCIATION LOCAL 1775**

The Ross Valley Fire Department (hereinafter Department) and the Ross Valley Firefighters' Association (hereinafter Association) have mutually agreed to the following:

- Upon the closure of Fire Station 18 located in Ross, California, scheduled for July 1, 2025, the six assigned personnel (three Fire Captains and three Firefighter Engineers) shall be moved West to increase staffing from two to three personnel at Fire Stations 19 and 21;
- The parties further agree the third person on each engine will be converted to a Firefighter Paramedic Position through attrition.
- Nothing in this letter agreement shall affect the minimum number of personnel required for daily staffing under the parties' MOU.
- The parties agree that the labor-management sub-committee will meet at minimum quarterly, beginning the first quarter of 2022, with the goal of determining how to also increase the staffing to three personnel at Fire Station 20 in Sleepy Hollow. This sub-committee will include at least one Association member representing labor, a Board member from each member agency, and the management committee.

If the foregoing is in accordance with your understanding, please sign below:

For the Department

  
\_\_\_\_\_

Date: 24-6-22

For the Association

  
\_\_\_\_\_

Date: 01/10/2022