

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the Meeting of June 12, 2024

To: Board of Directors

From: Dan Mahoney, Interim Fire Chief

Subject: Side Letter With the International Association Of Fire Fighters Local 1775 and the Ross Valley Fire Department For The Creation Of A Firefighter Paramedic Position

RECOMMENDATION

Staff recommends the Board approve a Side Letter with the International Association Of Fire Fighters Local 1775 and the Ross Valley Fire Department for the creation of a Firefighter Paramedic position.

BACKGROUND

On October 11, 2023, a staff report (Attachment #1) was presented regarding the creation of a new Firefighter Paramedic position. The report included a recommendation from the Labor Management Sub Committee to create a new Firefighter Paramedic position in an effort to increase fire engine staffing from two to three firefighters. During the meeting, the Board voted, in a unanimous decision, to approve the creation of a Firefighter Paramedic position. The agreement included hiring three new Firefighter Paramedics with funding to begin on July 1, 2024.

The Side Letter (Attachment #2) identifies the salary, benefits, and provisions for the already approved position, and will be considered part of the current, “Memorandum Of Understanding Between International Association Of Firefighters Local 1775 And Ross Valley Fire Department” (2022-2025).

Below is an explanation (*in italics*) of some items in the side letter.

- The Firefighter Paramedic position will be entitled to the same benefits and provisions as others in the Ross Valley Firefighters’ Association, according to the current MOU, with the exception of Section 10 (a) as the “professional pay differential” is not applicable to this new Firefighter Paramedic position.

- *Explanation: The salary of a Firefighter Paramedic already includes the “professional pay differential” (paramedic incentive), therefore Section 10 (a) does not apply to the new Firefighter Paramedic Position.*
- The parties agree that the position will not be part of minimum staffing until the new Firefighter Paramedics have completed the Department's Firefighter training program, which is anticipated to take approximately 90 days from date of hire. Once all three Firefighter Paramedics have been trained, an additional side letter will be created to include this new position as part of the Department’s daily minimum staffing. Therefore increasing the Department’s daily minimum staffing requirements from 9 to 10 firefighters on duty per day. This includes one Battalion Chief.
 - *Explanation: The Department will need to first train these firefighters until they can be considered part of the minimum staffing on an engine. Once trained, another side letter will be presented to memorialize that these firefighters are part of minimum staffing 24/7, bringing one of our four engines to a three-person engine company.*

FISCAL IMPACT

There is no fiscal impact on the approval of the Side Letter as funding was already approved on October 11, 2023, to begin on July 1, 2024. The three Firefighter Paramedic positions have been included in the Fiscal Year 2024-25.

ATTACHMENTS

Attachment #1 – Staff Report October 2023

Attachment #2 – Side Letter - International Association Of Fire Fighters Local 1775 and the Ross Valley Fire Department

Attachment # 3 – Firefighter Paramedic Job Description