

ROSS VALLEY FIRE DEPARTMENT

RESOLUTION 25-13

**A RESOLUTION OF THE ROSS VALLEY FIRE DEPARTMENT UPDATING AND
AMENDING THE COMPENSATION PACKAGE FOR THE WILDFIRE PREPAREDNESS
COORDINATOR**

WHEREAS, Ross Valley Fire Department Resolution 24-09 established a limited-term (five-year) position of Wildfire Preparedness Coordinator as a non-safety position within the Department; and

WHEREAS, Resolution 24-09 established the salary and benefits for the Wildfire Preparedness Coordinator; and

WHEREAS, Resolution 25-13 provides the annual review of and amends the Wildfire Preparedness Coordinator to include the annual Cost-of-Living Adjustment salary increase; and

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

BE IT FURTHER RESOLVED that Ross Valley Department adopts the following terms and conditions for this position effective July 1, 2025;

Effective July 1, 2025 - 4% COLA

Wildfire Preparedness Coordinator	<u>Step A</u>	<u>Step B</u>
	7,381	7,750

Effective July 1, 2026 - 4% COLA

Wildfire Preparedness Coordinator	<u>Step A</u>	<u>Step B</u>
	7,676	8,060

Effective July 1, 2027 - 4% COLA

Wildfire Preparedness Coordinator	<u>Step A</u>	<u>Step B</u>
	7,983	8,383

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

Salary Adjustments: The Fire Board will review the Wildfire Preparedness Coordinator compensation annually. This Resolution is considered to be the annual review for FY 25/26, FY 26/27 & FY 27/28.

Health Insurance after Retirement: The Authority agrees to maintain health insurance coverage and to pay the amount required by P.E.R.S. toward the premium cost thereof, provided the retiree remits to the Authority any further payment due, secures Medicare coverage when eligible, and subject to the following:

For retirees who meet the eligibility requirements for retiree healthcare insurance, the Authority's monthly contribution for the retiree and the retiree's eligible dependents shall be calculated in accordance with the Minimum Employer Contribution (MEC) established by the Public Employees Medical and Hospital Care Act (PEMHCA).

For all employees hired after March 31, 2013: Upon retirement, the retiree will be eligible for the Minimum Employer Contribution (MEC) established by PEMHCA, with no additional reimbursement from the Authority.

Medicare eligible retirees must apply for and receive Medicare benefits to be eligible for full reimbursement.

Retirement Health Saving Plan (RHS)

On August 1, 2013, the Authority established a Retirement Health Savings plan (RHS) for all employees hired after March 31, 2013. An amount equal to four (4) percent of the "Step C" salary for the Engineer, as established in Section 3.1, Salaries. The four (4) percent contribution includes the recognition of the two (2) percent salary contribution. The employee may elect to contribute the equivalent of 48 hours of vacation in addition to their 2.0% contribution, however the additional contribution will not be matched by the Authority.

Retirement: PERS Miscellaneous retirement; contribution and entry levels are set by Ross Valley Fire Department agreement with CalPERS.

Vacation Leave Schedule:

Hired after July 1, 2019	1 to 36 Months	10 days
	36 to 144 Months	15 days
	145 to 240 Months	20 days
	Over 240 Months	24 days

There is a vacation cap equal to 300 hours for all employees.

Holidays: 14 Days off per year: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday;

Washington's Birthday; Memorial Day; Juneteenth; 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: 12 days per year

Uniform: Uniform allowance of \$60 per month.

Plan Health Insurance: The Authority's monthly contribution for employee and the employee's eligible dependents shall be calculated in accordance with the Minimum Employer Contribution (MEC) established by the Public Employees Medical and Hospital Care Act (PEMHCA).

Cafeteria Plan: The Authority's monthly contribution to the cafeteria plan shall be an amount equal to the full family cost of Kaiser (PERS Kaiser Bay Area Plan) less the Minimum Employer Contribution (MEC) established by the PEMHCA. Cafeteria benefits may be used for health insurance, dental insurance, life insurance, disability insurance, and cash back to the employee. The cashback, however, cannot exceed \$270 per month.

I do hereby certify that the above Resolution 25-13 is a true and correct copy as passed by the Ross Valley Fire Board on July 9, 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Board President

Attest:

Lauren Houde, Administrative Assistant