



## **COLLECTIVE BARGAINING AGREEMENT**

**Between**

**REDMOND FIRE & RESCUE**

**And**

**REDMOND FIREFIGHTERS ASSOCIATION, LOCAL 3650  
SUPPRESSION BARGAINING UNIT**

**July 1, 2024 – June 30, 2027**

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## **PREAMBLE**

This Collective Bargaining Agreement, hereinafter referred to as the “Agreement,” is entered into between Redmond Fire & Rescue, hereinafter referred to as the “District,” and the Redmond Firefighters Association, Local 3650, hereinafter referred to as the “Association.”

The mailing address for the District shall be Redmond Fire & Rescue, 341 NW Dogwood Ave, Redmond, OR 97756. The mailing address of the Association shall be Redmond Firefighters Association, P.O. Box 2054, Redmond, Oregon 97756.

It is the purpose of this Agreement to achieve and maintain harmonious relations between the District and the Association, to provide for equitable and peaceful adjustment of differences which may arise, and to establish proper standards of wages, hours and other conditions of employment.

## **ARTICLE 1 – RECOGNITION**

1.1 The District recognizes the Association as the sole and exclusive bargaining agent for all classified employees in the bargaining unit, in the following classifications with respect to wages, hours and other conditions of employment:

A. Fire Captains and all firefighters below the classification of Fire Captain:

1. Firefighter
2. Firefighter/Paramedic
3. Fire Inspector
4. Engineer
5. Engineer/Paramedic
6. Deputy Fire Marshal
7. Captain
8. Captain/Paramedic

1.2 Should new classifications be established by the District and added to this unit and/or should the Employment Relations Board order that new classifications be added to the unit, then the parties will meet and negotiate employment conditions for these newly added classifications.

## **ARTICLE 2 - ASSOCIATION SECURITY/PAYROLL DEDUCTIONS**

2.1 Each employee may become a member of the Association at any time. After receiving written authorization from an employee, the District will deduct Association initiation fees, Association dues, and any other agreed-upon deductions from the wages of such employee. The amount to be deducted shall be certified in writing to the District by the Association. The aggregate deduction shall be remitted to the Association each pay period.

- 2.2 Voluntary Payment of Fees in Lieu of Dues. The terms of this Agreement apply equally to all employees in the bargaining unit. Any bargaining unit employee who does not want to be a member of the Association, but who nonetheless wants to pay for the services provided by the Association, has the option to pay voluntary fair share fees in an amount equal to membership dues. Any member of the bargaining unit may authorize the District to deduct from his/her pay voluntary fair share fees in an amount equal to the dues charged by the Association. This authorization must be in writing and forwarded to the payroll office.
- 2.3 Maintenance of Efforts. Each employee's authorization for payroll deductions shall remain in full force and effect permanently unless the employee revokes the authorization by sending an original written, signed and dated notice to both the employer and the Association President. Any revocation of an employee's authorization to withhold fees must be consistent with the limitations included in the payroll authorizations signed by employees.

### **ARTICLE 3 - NON-DISCRIMINATION**

- 3.1 The provisions of this Agreement shall be applied equally to all employees in the bargaining unit without discrimination as to age, marital status, sexual orientation, race, color, sex, creed, religion, national origin, political affiliation, and all other protections provided by state and federal law.
- 3.2 The District agrees not to discriminate against any employee for the employee's activity on behalf of, or membership in the Association.

### **ARTICLE 4 - MANAGEMENT RIGHTS**

- 4.1 The District shall retain the exclusive right to exercise the customary rights and functions of management including, but not limited to, directing the activities of the department; determining the levels of service and method of operation including the decision to introduce new equipment; establishing procedures and standards of employment and promotions; to layoff, transfer and promote; to discipline or discharge for just cause; to determine job descriptions and classifications; to determine staffing requirements, work schedules and assign work; to purchase, dispose and assign equipment and/or supplies; the right to set personnel policy consistent with this Agreement; and any other rights except as expressly limited by the terms of this Agreement.
- 4.2 The District agrees to notify the Association prior to changing a working condition not covered by this Agreement which is a "mandatory" subject of bargaining. If requested by the Association, the District will negotiate with the Association for 90 days prior to the District implementing a unilateral change.

**ARTICLE 5 -  
REDMOND FIRE & RESCUE SECURITY**

- 5.1 The Association agrees its members will not participate in a strike, work stoppage, or slowdown, or recognize a picket line while in the performance of official duties or participate in any concerted interruption of District services.

**ARTICLE 6 -  
COPIES OF AGREEMENT AND OTHER DOCUMENTS**

- 6.1 The District will make an electronic copy of this Agreement, and any amendments or revisions thereto, available to each member of the Association.

**ARTICLE 7 -  
ASSOCIATION BUSINESS**

- 7.1 Legitimate Association business may be conducted in the fire stations, including regular monthly membership and executive board meetings.
- 7.2 The District agrees to allow Association representatives time off with pay to attend grievance processing. Employees involved in meetings under grievance procedure shall be allowed time off with regular pay for that purpose, provided the total time during the period of this Agreement shall not exceed fifteen (15) hours for on-duty personnel, provided there is adequate coverage as approved by the Fire Chief.
- 7.3 Association representatives shall have the right to attend mutually agreed-upon labor-management meetings in which both District and Association representatives are present. Time off will be allowed without loss of pay for these meetings.
- 7.4 Representatives of the Association will share 636 hours of Union Leave Time (ULT) annually across all bargaining units.

In the event that ULT hours are available, and a vacation position is not available, the District will allow bargaining unit members off and cover the vacancy. The number of bargaining unit members that may be off shift for Union Leave Time shall be equal to the number of members that are allowed off each day in accordance with the vacation article of this agreement. When the hour limit has been reached and no vacation positions are available, the Association will be responsible for finding coverage for its members to attend functions.

- A. The District will allow elected Association representatives or members designated to serve in their capacity time off to attend training, conferences, and functions related

to Association business.

- B. The District will allow elected Association representatives or members designated to serve in their capacity time off to attend meetings related to collective bargaining.
- C. The District will allow elected Association representatives or members designated to serve in their capacity time off to represent members in matters related to discipline.

### **ARTICLE 8 - AGREEMENT RENEWAL SESSIONS**

- 8.1 The Association agrees that members selected to serve as representatives for agreement renewal sessions will be certified in writing to the Fire Chief. The number of negotiation team members for both parties shall be identified in the mutually agreed upon set of ground rules at the start of the 150-day good faith collective bargaining period. The Association's negotiating team shall be permitted to attend meetings with the District without loss of pay relative to securing agreement renewal. The Association will make an effort to cover on duty personnel during the negotiations. In the event that coverage is not obtained by the Association, the District agrees to allow the use of Union Leave Time as specified in this agreement.

### **ARTICLE 9 - WORKING OUT OF CLASSIFICATION**

- 9.1 When a qualified employee is assigned to fill the duties and responsibilities of a position in a classification higher than the employee's own classification (i.e. Acting in Capacity), the employee shall be paid an eight percent (8%) wage increase for all hours worked: in such higher classification.

### **ARTICLE 10 - EMAIL**

- 10.1 The District agrees to allow Association members to use the District's email system to communicate Association business.

### **ARTICLE 11 - OUTSIDE EMPLOYMENT**

- 11.1 The District agrees to allow full-time employees to work at outside employment, provided outside employment conforms with the following:
- A. There shall not exist a conflict of interest between outside employment and District work.
  - B. The outside employment shall in no way discredit District employment.
  - C. Outside employment shall in no way detract from the efficiency of the employee in

- the employee's District work.
- D. It shall be understood that District work and necessary overtime shall take preference over any outside employment.
  - E. Employees shall not engage in any outside employment related business and/or activity on District time.
  - F. Employees shall not use District property to support their outside employment, i.e., computer, office products, vehicles, equipment, etc..

The District agrees that Association/IAFF business shall not be considered outside employment.

## **ARTICLE 12 - SENIORITY**

- 12.1 Seniority of service, as used in this Agreement, is determined by the length of an employee's continuous full-time service since their last date of hire or promotion. The District maintains three seniority lists as defined below. All lists are included in Appendix "B."
- A. District Seniority. District seniority means a regular employee's length of continuous service with Redmond Fire & Rescue (including time while the District was part of the City of Redmond). All full-time positions qualify for District seniority.
  - B. Rank Seniority. Means a regular employee's length of continuous service within a specific job classification with Redmond Fire & Rescue (including time while the District was part of the City of Redmond) since the employee's date of hire or promotion into that classification.
  - C. Association Seniority. Means the length of service in a Local 3650 Bargaining Unit position (including time while the District was part of the City of Redmond). If an employee leaves the Association to a position outside of the Association, their seniority shall be frozen. Should they return to the Association, they will receive only credit for the time spent in the unit.
- 12.2 The District will provide the Association with a copy of the seniority lists on July 1, of each year. Corrections noted by the Association shall be made within 30 days.
- 12.3 Continuous service is defined as that service unbroken by separation from District employment, except that time on vacation, sick leave, leave of absence with pay, or military leave. Employees returning from layoff or leave of absence without pay shall be entitled to credit for service prior to leave or layoff.
- 12.4 An employee shall lose all seniority in the event of discharge or voluntary termination of employment.

## **ARTICLE 13 - HOURS OF WORK**

- 13.1 Normal work schedules for full-time Association members shall include:
- A. Regular 56-hour employees shall work 48 hours on and 96 hours off. Daily hours of work will be 0800-1700 hours.
    - 1. On designated holidays, and weekends time will be left unscheduled (or open) so that the employee may dedicate time to their individual department projects and/or career development.
    - 2. Employees working a 56-hour schedule shall not work more than 72 consecutive hours without management approval. Unless approved, employees working 72 consecutive hours must have 8 consecutive hours off-duty before being eligible for re-assignment.
  - B. Regular 40-hour employees shall work daily hours of five – eight-hour days, or four – 10-hour days or other work schedule if mutually agreed upon by the employee and the Fire Chief or designee.
- 13.2 Training that needs to be conducted on weekends or at night will be mutually agreed upon between the District and the Association.
- 13.3 Temporary appointments of a 56-hour employee to a modified schedule other than a 48 hour on, 96 hours off schedule will still accrue all benefits at their 56-hour rate. All hours worked in excess of 40 hours per week will be paid at time and one half. Holidays will be observed with pay as described in Article 19 of this agreement.
- 13.4 Employees will be allowed time during daily work hours for physical fitness training at a District facility.
- A. Regular 56-hours employees receive one hour per shift.
  - B. Regular 40-hour employees receive 30 minutes per shift. The 30 minutes must be contiguous with the start or end of regular work hours or lunch.
- 13.5 The District will allow employees to trade work time with each other so long as the person working is qualified to perform the duties of the position and the trade request will not incur overtime cost to the District.
- A. If a trade replacement is unable to work the replacement employee's appropriate leave bank will be charged for the hours they were unable to work.
  - B. The District shall not be obligated to enforce any trade time obligation by any means, which shall be the sole responsibility of the employees involved.

- C. Probationary employees who are new to the bargaining unit may only owe or be owed one tour (48-hours) of trade at any time.
  - D. If a replacement employee is unable to work their side of an agreed upon shift trade for any reason, they shall attempt to find their own coverage. If a replacement employee is unable to obtain coverage and fails to fulfill their shift trade obligation three (3) times in a twelve (12) month period, they shall have their shift trade privileges revoked for a period of twelve (12) months from the date of the last shift trade.
- 13.6 Duty officer coverage will be that as referenced in the mutually agreed upon Duty Officer Administrative Policy. This policy is incorporated into this Agreement by reference. Changes to this policy are considered a mandatory subject of bargaining.

#### **ARTICLE 14 - SHIFT CHANGES**

- 14.1 The District and Association will agree upon a reasonable advance notice of any change in the employee's shift assignment.
- 14.2 The Association agrees to allow temporary shift transfers to help the District provide for staffing requirements in emergency situations.
- 14.3 In instances when the District believes it is in the welfare of the organization or an employee's well-being, the District and Association will agree upon a reasonable change in an employee's shift assignment.
- 14.4 Should the District need to reassign shifts in order to achieve a balance of special skills or other reasons specified in this article, it shall seek volunteers to do so. Should volunteers not be forthcoming, the District shall reassign the least senior employee (per the Rank Seniority List) to obtain the shift adjustments.

#### **ARTICLE 15 - STATION TRANSFER PAY**

- 15.1 An employee's station assignment will be set for their next tour at 0800 when they leave work. An employee whose station assignment changes after 0800, and is then required to transfer their equipment and belongings during their 96 hours off shall receive one (1) hour of overtime pay to accommodate the need for transferring and returning their equipment and belongings. Station transfer pay shall be documented in Telestaff by the person making the reassignment at the time of the reassignment.
- 15.2 An employee who is moving to a new station as a result of a voluntary request, shift trade, regularly scheduled ARFF rotation, or overtime shall not be eligible for additional compensation.

**ARTICLE 16 -  
OVERTIME AND MANDATORY OVERTIME**

- 16.1 As used in this Agreement, overtime shall mean any time worked in addition to the employee's regular work schedule.
- 16.2 Any employee who is authorized and directed to work overtime shall receive overtime compensation. This applies to working call back for sick leave, personal emergencies, fire recall, general alarm recall, ambulance recall, on the job injuries leave, vacation leave, job related mandatory court appearances or any other duties where the employee is authorized and directed to work as set forth in the previous sentence. Overtime for 40-hour employees must be pre-approved by the employee's supervisor.
- 16.3 The hourly rate is computed based on the following:
- A. For 56-hour employees, the monthly rate divided by 243.3 hours plus any incentives the employee is receiving for that hour worked, i.e. FTO pay, AIC, etc. Overtime rate is computed as described above plus ½. Overtime compensation will be calculated to the nearest fifteen minutes.
  - B. For 40-hour employees, the monthly rate divided by 173.3 hours plus any incentives the employee is receiving for that hour worked, i.e. FTO pay, AIC, etc. Overtime rate is computed as described above plus ½. Overtime compensation will be calculated to the nearest fifteen minutes.
- 16.4 **Compensatory Time**
- A. Employees may choose to accrue compensatory time in lieu of overtime pay for actual hours of overtime worked, times one and one half, with a maximum accumulation of ninety-six (96) hours. The payout for compensatory time shall be as follows:
    - 1. Once the balance exceeds the established cap, the overage will be paid as overtime in the following payroll cycle.
    - 2. Employees may request a compensatory time payout by processing the appropriate Comp Buy-Back Form.
    - 3. All compensatory hours shall be paid out prior to the following changes in compensation rates: cost-of-living adjustments and promotions.
    - 4. Upon termination, retirement, or death, the employee or their heirs shall receive compensation for accrued compensatory time at the employee's pay rate.
  - B. Compensatory hours used for time off, shall be subject to the following:

1. Compensatory time off shall be scheduled in increments of twelve (12) or twenty-four (24) hours for those working a 48/96 shift schedule (this provision does not apply to day shift employees working a 40-hour week).
  2. Only one (1) employee may utilize compensatory hours for time off on a daily basis.
  3. Compensatory time shall only be scheduled off when there is no overtime impact within an eight (8) day window prior to the shift wherein comp time is being requested. Requests for compensatory time off will not receive final approval if the vacancy would require coverage on an overtime basis within the specified window.
  4. Employees converting vacation to compensatory time after the scheduled vacation occurs, shall notify the on-duty battalion chief within ten (10) days to update the vacancy in Telestaff.
  5. Allowance may be made for emergency situations wherein the Fire Chief can authorize overtime for the use of comp time off.
  6. Employees may convert up to ninety-six (96) hours of compensatory time to vacation time prior to the end of each fiscal year on a matching basis. For example: an employee wishing to convert ninety-six (96) hours shall have ninety-six (96) in their vacation bank. Employees wishing to convert hours shall notify payroll in writing by June 1<sup>st</sup>, specifying the number of hours they wish to convert on their June 30<sup>th</sup> paycheck.
- C. Both parties agree to reopen this section of the article after one (1) year to evaluate the financial impact of compensatory utilization as time off.
- 16.5 4PC situations shall be compensated as specified in this article with a minimum of two (2) hours of overtime between 0600-2200, and a minimum of four hours (4) of overtime between 2200-0600. Shift holdover and off-duty authorized responses to emergency alarms will be compensated by using actual hours worked times the overtime formula with a minimum guarantee of 30 minutes.
- A. If an employee's response to a 4PC will be greater than one hour, the employee shall call the duty officer prior to responding. If the duty officer requests the employee respond, they will be compensated from the time they actually respond to the 4PC (per District Staffing Policy).
- 16.6 Overtime compensation for FLSA hours actually worked will be compensated at an additional ½ time in addition to the "time" already being paid for those hours under Appendix "A." This will result in the employee being paid "time and one half for FLSA hours."

- A. For 56-hour employees, the FLSA cycle shall be a 24-day cycle. The regular work schedule for all shift employees is a 56-hour work week based upon a six-day work cycle. FLSA hours are those hours worked in excess of 182 hours in a 24-day work period.
- B. For 40-hour employees, the FLSA cycle shall be a 7-day cycle. The regular work schedule for all 40-hour employees is 0000 Sunday to 2359 Saturday. FLSA hours are those hours worked in excess of 40 hours in a 7-day work period. For overtime purposes, hours worked does not include paid leave such as sick, vacation, or holiday time, as these hours were not worked.

## 16.7 **Mandatory Overtime**

Statement of Principle: The District and Association agree mandatory callbacks are necessary to maintain minimum staffing.

- A. A mandatory callback shall be defined as requiring an off-duty employee to report for work for any duration of time or requiring an on-duty employee to hold over at shift change for a duration of greater than two hours.
- B. Both parties recognize that issues related to mandatory overtime have been raised in the past, and they are committed to creating a mutually agreed Telestaff policy to address such issues. Until a mutually agreed upon Telestaff policy is completed, the District agrees to the following:
  - 1. Mandatory overtime vacancies shall be filled first utilizing position for position, in reverse seniority (per the District Seniority list) based on their original date of hire (going back to the city).
  - 2. No person shall be held over on a mandatory if it places them in a greater than seventy-two (72) hour shift.
  - 3. No employee shall be subject to mandatory overtime to fill a vacant suppression position if a regular duty member has been assigned to a single role position.

16.8 Once an employee has worked a mandatory callback, they shall not receive another mandatory callback in the fiscal year until all other employees have received a mandatory callback or contact is attempted at that time with all other employees. On July 1st of each year, the mandatory list shall be reset and begin in inverse seniority order (per the District Seniority list).

- A. Bargaining unit members may only be forced back to work positions within this bargaining unit. They may voluntarily take overtime in another bargaining unit only when no members of the other bargaining unit are available to work (this is to be interpreted as being unable to contact any person in the other bargaining unit in

order to mandatory them).

- B. Captains will only be forced back for captain positions plus firefighter positions, an engineer may be forced back for an engineer, FF position, or captain if the person is AIC, FF may only fill FF position plus engineer if an AIC.
- 16.9 Employees may be excused from a mandatory callback if at the discretion of the Duty Officer or Deputy Chief, the callback will create an undue hardship (action requiring significant difficulty or expense) to the employee.

#### 16.10 **Telestaff Policy**

- A. The system to be utilized for filling regular and mandatory overtime positions shall be based upon a mutually agreed-upon policy. This policy shall cover the utilization of Telestaff to manage staffing and hire back positions within the Operations Division. Updates and changes to this policy shall be based upon mutual agreement.
- B. The rules and practice for filling overtime and mandatory overtime shall follow the previously established process/language specified in the previous collective bargaining agreement until a mutually agreed upon policy is completed.

### **ARTICLE 17 - PAID LEAVE OREGON**

- 17.1 The District will meet its obligation to make family and medical leave benefits available to employees through an equivalent plan. These benefits will be referred to as PLO benefits and will be equivalent to the benefits available under the Paid Leave Oregon state run program.
- 17.2 The District will pay the administrative cost of providing the equivalent plan. The cost of the benefits will be funded by District contributions and employee contributions through a payroll deduction. The District's contribution to the cost of providing benefits through an equivalent plan will be 40% of the total rate determined by the Director of the Employment Department as set forth in ORS 657B.150. The employee contribution will be 60% of the total rate determined by the Director of the Employment Department as set forth in ORS 657B.150. The employee contribution will be made through a payroll deduction.
- 17.3 During any period of leave when an employee received PLO benefits, the employee will continue with no loss in Seniority or insurance benefits (at no additional cost to the employee). Employees will still be responsible for their share of the healthcare premium. Any period of time that an employee receives PLO benefits while on probation will extend the probationary period for a period equal to the period of time receiving PLO benefits.
- 17.4 Employees who have applied to receive parental leave hours prior to the effective date

of this agreement shall be allowed to continue using parental leave up to the maximum of three hundred and thirty-six (336) hours).

- 17.5 Employees must follow District policy to take protected PLO leave and receive PLO benefits. Employees must submit a timely request to use accrued leave to supplement PLO benefits. While receiving PLO benefits, an employee may, at their preference, use accrued sick, vacation, or comp time to supplement PLO benefits or use full accrued leave in addition to receiving PLO benefits.
- A. Employees selecting to supplement PLO benefits with accrued leave must remit to the District documentation of PLO benefits received immediately upon receipt of notification from The Standard PLO for coordination of benefits to be accomplished between the PLO benefits and supplemental leave. The District will calculate the number of hours required to cover the difference between PLO benefits paid to the employee and the employee's regular weekly average net earnings and deduct those hours from the leave bank(s) designated by the employee. Employees will not receive more than 100% of their regular wages from the District if they choose to supplement their PLO payments. A final reconciliation will be made at the conclusion of PLO leave.
- 17.6 The District will follow PERS guidance and reporting requirements for any period when an employee receives PLO benefits. The parties acknowledge that the Oregon Public Retirement System ("PERS") is responsible for determining service credit, subject salary, and other factors used to calculate retirement benefits under the PERS and OPSRP retirement systems and that the District is not responsible or liable for any determination made by PERS.
- 17.7 The District will provide notice, no less than ninety (90) calendar days, to the Association if the District decides to change from providing benefits through an equivalent plan to the state-run Paid Leave Oregon Plan and bargain with the Association upon demand pursuant to Oregon's Public Employee Collective Bargaining Act.

## **ARTICLE 18 - SCHOOLS, SEMINARS, AND TRAINING**

- 18.1 In an effort to promote training while being fiscally responsible, the District's training reimbursements shall be made as follows:
- A. Decisions concerning attendance at conferences, seminars, conventions or other meetings at the District's expense will be made by the Fire Chief or designee. Permission for such shall be granted on the basis of an employee's participation in the meeting or the direct relation of the employee's work to the subject matter of a meeting. Every effort will be made to see that all employees benefit equally with regards to this article.
- B. If voluntary training is approved by a district designee. The district will be responsible for covering costs associated with food, lodging, book/class materials,

and transportation expenses incurred.

- C. In situations where the department is requiring attendance at training, the District shall give the employee leave to attend the training and shall reimburse the employee for all expenses. If the required training falls on a non-duty day, the employee will be compensated for training hours at their hourly overtime rate.
  - D. Decisions concerning attendance in academic courses at the District's expense will be made by the Fire Chief or designee. Permission for such shall be granted on the basis of an employee's training plan or the direct relation of the employee's work to the subject matter of the course. The District shall reimburse any member 100% of the cost of books and tuition for any successfully completed and approved course, provided: the course is completed with a 2.0 or "C," or better grade.
  - E. If attendance at voluntary training is necessary while on duty, the employee shall attempt to secure vacation in order to attend. After returning from training, the employee's vacation will be converted to training time and the employee's vacation bank will not be charged. If no vacation positions are available, the employee will need to secure a trade in order to attend. The District will not reimburse the employee for any hours they voluntarily attend training outside of their regularly scheduled duty hours.
  - F. The District recognizes that some non-mandatory training is of significant benefit to the district and acknowledges that they have the ability to incentivize non-mandatory training with any of the following: shift coverage, and/or overtime. This training may be incentivized by the approval of the Fire Chief or his designee.
- 18.2 The District will be responsible for maintaining all employee training records, scheduling classes, providing instructors and approving self-study subject matter. All employees will be required to possess and maintain a current Oregon State Health Authority EMS Provider License, at the level for which they were hired. The District agrees to pay all fees associated with recertifying employee's EMS provider licenses.
- 18.3 Employees receiving expenses for educational opportunities may be asked to present the knowledge and skills they gained from that educational opportunity to other department personnel via classroom and/or training ground instruction. However, no employee shall be required to provide that instruction unless the District gives the employee two weeks' notice prior to the class that the employee is to teach.
- 18.4 The District agrees to test employees within a reasonable period of time when they are eligible for additional certifications.
- 18.5 In an effort to foster a learning environment and collaborative relationship, both parties agree on the importance of bringing in outside subject matter experts to educate department personnel on topics centered around succession planning. The goal is to provide optional training opportunities to each operational shift as the operating budget

allows. The District agrees to meet and confer with the Association to discuss topics of mutual interest prior to scheduling internal training.

**ARTICLE 19 -  
VACATION/HOLIDAYS**

- 19.1 For employees assigned to the 56-hour work week, it is understood that due to the nature of shift work, holiday time is not computed separately but combined with vacation time, and such vacation time represents the combined total. Additionally, the following criteria apply.
- A. Three members may be off on vacation per shift. Once staffing reaches twenty-two (22) suppression staff (e.g., firefighters, engineers, and captains) assigned to each operation shift, an additional vacation slot will be available. The added vacation day is subject to change based on evaluation in the joint labor-management process.
  - B. Employees shall be permitted to take vacation in partial shift time segments for identified personal use. Vacation requests less than twelve (12) hours will be approved if no coverage is needed. Requests less than twelve (12) hours that require coverage will be approved once coverage is obtained.
- 19.2 For employees assigned to the 40-hour work week schedule, the following shall be recognized and observed as paid holidays: New Year’s Day, Martin Luther King Day, Presidents’ Day, Memorial Day, Juneteenth, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day and the Friday after Thanksgiving, Christmas Day, and a Floating Holiday. Holidays are normally observed on the designated day the Friday proceeding or the Monday following in accordance with the District’s Staffing Policy. Holidays are a maximum of ten (10) hours per day.
- 19.3 The following vacation earning schedule shall be utilized for employees subject to this Agreement. Accruals are based on full time years of service to the District, including time when the District was part of the City of Redmond.

**Vacation Schedule for 56-hr Employees:**

<b>Years of Service</b>	<b>Hours per Month</b>
During year 1	24
Starting with year 2 through year 4	29
Starting with year 5 through year 9	34
Starting with year 10 through year 14	39
Starting with year 15 through year 19	44
Starting with year 20 through year 24	46
Starting with year 25 and after	49

**Vacation Schedule for 40-hr Employees (does not include holidays):**

Employees on this schedule receive the paid holidays as identified in in this article.

<b>Years of Service</b>	<b>Hours per Month</b>
During year 1	9.60
Starting year 2 through year 4	11.60
Starting year 5 through year 9	13.60
Starting year 10 through year 14	15.60
Starting year 15 through year 19	17.60
Starting year 20 through year 24	18.40
Starting year 25 and after	19.60

- 19.4 There shall be a maximum accumulation of four hundred fifty (450) hours per employee. Employees may exceed the maximum accumulation during the year, any vacation banks over the maximum accumulation on July 1 of each year will be reset to the maximum accumulation level.
- A. Upon separation of a full-time employee for any reason or in the event of the employee's death, a lump sum payment shall be paid to the employee, or the employee's estate, for all earned but unused vacation hours up to four hundred and fifty (450) hours, at the employee's current rate of pay.
- 19.5 Once a member's vacation has been approved in Telestaff it will not be canceled by the District.
- 19.6 If a non-probationary employee is transferred to a different shift, the Fire Chief or designee, will make a reasonable effort to accommodate that person's pre-scheduled vacation.
- 19.7 New hire probationary employees assigned to the 48/96 work schedule shall not be allowed to use vacation during the probationary period unless allowed at the discretion of the Fire Chief or designee.
- 19.8 New hire probationary employees assigned to a 40-hour work schedule shall be allowed to use available vacation after three (3) months of continued employment.
- 19.9 Vacation or comp time off requests must be submitted ninety-six (96) hours prior to the requested date to be approved or at the discretion of the Fire Chief or designee.
- 19.10 Vacation leave preference will be granted on a seniority basis (per the District Seniority list), except that when a second request for the same date is received within sixty (60) days of the specific date requested, leave shall be granted to the employee who files their written request first. Special arrangements may be permitted with the approval of the Fire Chief.
- 19.11 Employees shall continue to accrue vacation leave during the time period in which they are taking vacation leave, and while on sick leave for a period up to ninety (90) days.

- 19.12 The District will provide employees with their vacation balances on their monthly pay stub or in the District payroll software (e.g., ADP).
- 19.13 Employees will be responsible for managing their vacation time and must use vacation hours in accordance with the articles specified in this agreement.
- A. As vacation time accrues, an employee may forecast and schedule time off before having accrued the necessary vacation to cover a vacancy.
  - B. Employees will not be allowed to take vacation time off until they have accrued the necessary vacation time to cover their vacancy.
  - C. If an employee fails to manage their vacation time off and a deficit in vacation hours occurs, the District will attempt to use compensatory time to cover the shortage. If the employee does not have the required compensatory time to cover the shortage, the time will result in unpaid leave and the employee will be subject to disciplinary action in accordance with this agreement.
- 19.14 The District will allow qualified Veterans unpaid time off on Veterans Day in accordance with state law. In all cases, the request for time off will be submitted no later than twenty-one (21) days in advance of the holiday. The District will notify the employee no later than fourteen (14) days in advance of the holiday if the request is granted. In cases where granting Veterans Day off creates a significant economic or operational disruption or other undue hardship, qualified veterans are given the option to select, with management approval, an alternative unpaid day off following Veterans Day as a replacement day.

## **ARTICLE 20 - SICK LEAVE**

- 20.1 Accrued sick leave shall be earned for the purposes stated herein by each employee as stated below. There is no cap on accumulation of sick leave hours.
- A. For 56-hour employees, the sick leave accrual shall be twenty-four (24) hours per month.
  - B. For 40-hour employees, the sick leave accrual shall be eight (8) hours per month.
- 20.2 Employees may utilize their allowances of sick leave as allowed by applicable state and federal laws. In cases where the District has reasonable cause to believe that the employee is abusing the sick leave provision of this contract, the District may require verification of illness or injury by a doctor's certificate.
- 20.3 An employee injured off duty may request transitional duty, from the Fire Chief or designee. Transitional duty for an off duty injury or illness is at the discretion of the Fire Chief or designee and may be rescinded or modified at any time. If approved, transitional duty will be performed between the hours of 0800 and 1700, Monday through Friday,

unless modified by mutual agreement.

- A. Transitional duty, as for the purpose of this Article is defined as a modification to an injured workers' responsibilities or work schedule to accommodate the physical limitations resulting from the injury or disease.

- 20.4 Unused sick leave shall not be compensated directly upon termination or death, but the District will convert unused sick leave to retirement benefits pursuant to the Oregon Revised Statutes.

## **ARTICLE 21 - PERSONAL EMERGENCY LEAVE**

- 21.1 Employees shall be granted up to twenty-four (24) hours of Personal Emergency Leave (PEL) per calendar year. PEL is intended to be used for employees to attend to emergency personal business, such as household or family emergencies, and bereavement not covered elsewhere in this agreement.
- 21.2 Employees shall notify the Duty Officer of the intent to take PEL as early as possible. Time off will be deducted from the appropriate leave bank to be determined at the time of emergency.
  - A. Application of sick leave for family emergencies shall meet the definition of "Family Leave" and "Family Member" under applicable state and federal laws. If leave does not meet such definitions, other accrued leave shall be used (e.g., comp time, vacation leave).

## **ARTICLE 22 - ON THE JOB INJURY INSURANCE**

- 22.1 The District shall provide Workers Compensation Insurance as required by Oregon law.
- 22.2 If an employee is injured while on duty and subsequently is placed on sick/disability leave by a physician, the employee must notify their physician that transitional duty is an obligation and inquire whether the physician will release them for said duty. If released for transitional duty by the physician, the employee shall notify the Fire Chief or designee, and return to work immediately. Transitional duty will be performed between the hours of 0800 and 1700, Monday through Friday, unless modified by mutual agreement.
  - A. Transitional duty, as for the purpose of this Article, is defined as a modification to an injured workers' responsibilities or work schedule to accommodate the physical limitations resulting from the injury or disease.
- 22.3 While on transitional duty for an on the job injury, the District will pay the employee their full regular salary and benefits. If the employee receives any time loss payments

from the District's workers' compensation insurance provider, the employee is required to sign over the time loss payments to the District. The employee will retain any disabling payments from the District's workers' compensation insurance provider.

**ARTICLE 23 -  
LEAVE OF ABSENCE WITH PAY**

- 23.1 A regular, full time employee shall be granted leave of absence, with pay. Each request will be considered and judged on its own merits and the following guidelines will be used by the Fire Chief or designee.
- A. Jury Duty or Witness. Whenever an employee is required to appear in court for jury duty, as a witness, or resulting from the employee's official duties or required by law, the employee will not suffer any loss of compensation. All monies received for witness or jury duty time while on duty, except for mileage reimbursements if employee used a personal vehicle, will be surrendered to the District. Employees will report for work when less than a normal work shift is required by such duty.
  - B. Compassionate Leave. As defined as in the event of a death in the "immediate family" under State and Federal Law. In the case of a death in the immediate family of an employee, the employee shall be granted bereavement time off in accordance with the Oregon Family Leave Act (OFLA).

In conjunction with OFLA, an employee shall be granted four (4) days or two (2) twenty-four (24) hour shifts off with pay. After time off with pay is taken, additional time off will be charged to an employee's sick leave.

The Fire Chief may allow time off, with or without pay, for the death of a relative or close family member/friend not listed in the definition of "immediate family." The decision to allow leave with or without pay will be made at the sole discretion of the Fire Chief. That decision cannot be challenged in any respect, including but not limited to the Grievance Procedure of this Agreement.

- C. Funeral Participation. As defined as when an employee serves as a pallbearer or in some other way participates in a funeral ceremony, the employee shall be granted a leave of absence with pay up to four hours, which will be subtracted from vacation accrual.

**ARTICLE 24 -  
LEAVE OF ABSENCE WITHOUT PAY**

- 24.1 Upon the written request of an employee, the Fire Chief may, in writing, grant an employee a voluntary leave of absence, without pay. During such absence, the employee's earned leave shall be held in abeyance. Subject to carrier rules, health insurance coverage ends when an employee is no longer on paid status, unless employee elects COBRA coverage at their own expense. Previously earned seniority shall not be

affected by the leave of absence, but additional seniority does not accrue during such absence. Other benefits, such as life insurance, will also cease when employee is no longer on paid status, unless employee elects to continue coverage at own cost.

- A. For leaves of absence up to 90 days in duration, the employee's position will not be permanently filled. At the expiration of the leave without pay, the employee has the right to and shall be reinstated in the position they vacated.
- B. For leaves of absence over 90 days in duration, the employee's position may be filled. At the expiration of the leave without pay, the employee has the right to and shall be reinstated in the position they vacated if the position is vacant; if not, the employee may request to assume the next available position for which the employee is qualified and be compensated and benefited accordingly.

## **ARTICLE 25 - MILITARY LEAVE**

- 25.1 Military leave shall be granted in accordance with federal and state laws for employees entering uniformed service for extended or indefinite periods of active duty or training.
- 25.2 Military Leave With Pay. Paid leave shall be granted in accordance with Oregon Revised Statutes 408.290.
- 25.3 Military Leave Without Pay. Unpaid leave shall be granted in accordance with state and federal laws for employees entering military service for extended or indefinite periods of active duty.

## **ARTICLE 26 - WAGES AND INCENTIVES**

- 26.1 Salaries covered by this Agreement shall be in accordance with the schedule set forth in Appendix "A" attached hereto and incorporated herein. The salaries listed on the schedule are defined as the scheduled salary.
- 26.2 A newly hired employee will receive a step increase after 12 months of employment and will receive annual step increases every 12 months thereafter until the employee has reached the end of the pay scale, provided that the employee receives a satisfactory or better evaluation.
  - A. Wage scale step increases and vacation accrual increases shall be based on employee's anniversary date (hire date or promotion date). Employees with an anniversary date between the 1<sup>st</sup> and 15<sup>th</sup> of the month will receive their step and/or vacation accrual increase effective on the 1<sup>st</sup> of their anniversary month. Employees with an anniversary date between the 16<sup>th</sup> and last day of the month will receive their step and/or vacation accrual increase effective the 16<sup>th</sup> of their anniversary month.

- B. An employee hired as a Lateral Employee as defined in this agreement will start at the appropriate step based on their equivalent experience for their rank as listed in Appendix “A.”

26.3 An employee promoted shall be paid as follows:

- A. Firefighter to Engineer. An employee promoted to Engineer will start at step 1 of the Engineer pay scale. At the start of the newly adjusted salary schedule, beginning July 1, 2024:

- Step 1 Engineers will move to Step 1
- Step 2-5 Engineers will move to Step 2

- B. Engineer to Captain. An employee promoted to Captain will start at step 1 of the Captain pay scale. At the start of the newly adjusted salary schedule, beginning July 1, 2024:

- Step 1 Captains will remain in Step 1
- Step 2-5 Captains will move to Step 2

26.4 Employees are eligible for the following incentives.

- A. Paramedic. Employees who hold a current Oregon paramedic license shall receive a paramedic incentive equal to ten percent (10%) of the top step Firefighter pay.

- B. Field Training Officer. An employee who is assigned to perform the duties of a Field Training Officer (FTO) shall be paid an additional eight percent (8%) of base pay for all time worked or leave used while the employee is assigned as an FTO. Only the Field Training Officer assignments authorized by the Fire Chief or designee shall be eligible for Field Training Officer pay. Employees assigned to work as Field Training Officers shall maintain vacation, holiday and sick leave accrual rates for the work schedule for which normally assigned.

- C. ARFF-Certified Engineers: The twelve (12) ARFF-certified engineers identified by the District to staff Station 403 will receive an incentive equal to three percent (3%) of top step firefighter. In return, ARFF-certified engineers shall:

1. Provide (on-duty or off-duty) lead instruction on a single topic for suppression employees, as determined by the training division. Off-duty lead instruction time will be compensated at the overtime rate and shall not exceed sixteen (16) hours annually.
2. Participate (on-duty or off-duty) in the Redmond Airport Tri-Annual drill. Off-duty participation in the drill will be compensated at the overtime rate and shall not exceed eight (8) hours.

D. Longevity. An employee who reaches the following years of service to the District is eligible for longevity benefits. Longevity benefits shall be deposited monthly into the employee's employer-paid deferred comp account. The employee must be employed on the first day of the month in order to receive the contribution for that month.

1. Upon completion of 5 years of service: 1% of top step Firefighter
2. Upon completion of 10 years of service: 2% of top step Firefighter
3. Upon completion of 15 years of service: 3% of top step Firefighter
4. Upon completion of 20 years of service: 4% of top step Firefighter
5. Upon completion of 25 years of service: 5% of top step Firefighter

E. Special Assignments. An employee who is temporarily (around three to nine months in duration) assigned to perform a special project initiated and directed by the Fire chief or designee shall receive a five (5%) percent pay differential for the hours spent working on the assignment. If a change in schedule is required, the employee shall maintain salary and leave accruals of the work schedule in which they are normally assigned.

1. Examples of projects eligible for receiving special assignment pay are:  
leading a project such as a new Firefighter/Paramedic academy, apparatus design, fire station construction, ISO process, tri-annual drill, initial course development and delivery.

F. Deferred Compensation Plan (DCP): After one (1) year of continuous employment, employees are eligible for DCP benefits up to one percent (1%) of top-step firefighter on a matching basis. To receive DCP benefits, the employee shall contribute an equal amount to the employee's employer-paid deferred comp account. The benefit shall be deposited monthly into the employee's employer-paid deferred comp account. The employee must be employed on the first day of the month to receive the contribution for that month.

26.5 Pay periods will be as follows:

- A. 1<sup>st</sup> – 15<sup>th</sup> paid on the last business day of the month.
- B. 16<sup>th</sup> – last day of the month, paid on the 15<sup>th</sup> and/or previous business day if the 15<sup>th</sup> is a holiday or weekend of the following month.

26.6 Changes affecting pay period dates must be bargained with the Association ninety (90) days prior to taking effect. Options to be considered are, but not limited to: vacation sellback and an interest free draw. Employee's selecting the interest free draw shall be allowed to pay back the amount over four pay periods.

**ARTICLE 27 -  
GRIEVANCE PROCEDURE**

- 27.1 To promote better relations, the parties agree to settle any disputes as to meaning, interpretation, or application of this Agreement as follows:
- A. Step 1: Presentation of a dispute to the Association - Any employee with a dispute must first present the facts of the dispute to the Executive Board of the Association for review and recommendations by the Association's attorney. If the Executive Board votes to withhold support for the grievance the employee may appeal to the general membership of the Association. If the general membership votes to withhold support for the grievance the Association shall inform the employee and the Fire Chief in writing that the employee is proceeding without the support of the Association.
  - B. Step 2: Dispute resolution - The employee and/or the Association shall attempt to resolve the dispute informally in a meeting with the Deputy Fire Chief or, in the absence of the Deputy Fire Chief, their designee. Failure of the Deputy Fire Chief or designee to schedule such a meeting in a timely manner will constitute a failure to resolve the dispute informally.
  - C. Step 3: Filing a grievance with the Deputy Fire Chief - If the dispute is not resolved informally any employee or the Association may claim a grievance with the Deputy Fire Chief. The grievance shall be in writing and filed within thirty (30) calendar days from the occurrence thereof or the employee's knowledge thereof. The grievance shall contain the following information:
    - 1. A statement of the grievance and relevant facts upon which it is based;
    - 2. The provision of the agreement violated;
    - 3. The remedy being sought by the grievant to resolve the dispute.

The Deputy Fire Chief shall respond to the grievance in writing within 14 calendar days with a copy to the Association and/or Grievant.
  - D. Step 4: Filing a grievance with the Fire Chief- If the employee or the Association believes that the grievance shall still be adjusted; they will submit the grievance in writing to the Fire Chief within seven calendar days of the receipt of the Deputy Fire Chief's response. The notice of grievance shall include the information stipulated in step three. The Fire Chief shall respond to the grievance in writing within 14 calendar days with a copy to the Association and/or Grievant.
  - E. Step 5: Arbitration - Upon receipt of the Fire Chief's response to the grievance the Association shall have seven calendar days to request that the grievance be submitted to an arbitrator. The grievance shall be submitted to an arbitrator within seven calendar days. If the parties cannot agree on an arbitrator within seven calendar days of submitting the grievance to arbitration the arbitrator shall be chosen

in the following manner.

1. A list of five members of the State Conciliation Service shall be requested and the parties shall alternately strike one name from the list, until only one name is left. The order of striking names shall be determined by lot.
  2. The arbitrator shall hold a hearing and issue a decision within 30 calendar days. The arbitrator's decision shall be in writing and shall set forth findings of fact, reasoning and conclusions on issues submitted including remedial action to be taken. The powers of the arbitrator shall be limited to interpreting this Agreement and determining if it has been violated, the arbitrator shall have no authority to alter, modify, vacate, or amend any terms of this Agreement, or to decide any condition which is not specifically treated in this Agreement.
    - Insofar as the decision of the arbitrator is within the scope of the arbitrator's authority, as described above, and is based on substantial evidence, the arbitrator's decision shall be final and binding on both parties.
  3. The costs of the arbitrator shall be borne equally by the parties. Each party shall be responsible for costs of presenting its own case to arbitration.
  4. Both parties shall in good faith disclose any information, material or testimony of witnesses as early as possible in the grievance procedure in order to encourage early settlement of contract disputes.
- 27.2 Any time limits specified in the grievance procedure may be waived by mutual consent of the parties. Failure to submit the grievance in accordance with these time limits without such waiver shall constitute an abandonment of the grievance by the Association. Failure on the part of the District to meet these time limits shall constitute resolution of the grievance be made in favor of the Association. The District shall not be precluded from arbitrating the sole issue of an appropriate remedy if the remedy requested by the Association is determined to be frivolous given the disputed issue. A grievance may be terminated at any time upon receipt of a signed statement from the Association that the matter has been resolved.
- 27.3 All probationary and regular employees whose employment is governed by the terms of a current collective bargaining agreement and who want to appeal demotion, reduction in pay, suspension without pay or discharge decision must use the grievance and arbitration procedure in their collective bargaining agreement. Such employees do not have appeal rights under the Civil Service rules unless they waive, in writing and in a timely manner, all rights granted to them to appeal such a decision under the current collective bargaining agreement including approval of such waiver by an authorized bargaining unit representative.

**ARTICLE 28 -  
HEALTH AND LIFE INSURANCE**

- 28.1 The District agrees to pay 95% of the cost of health, vision, and dental insurance premiums. The District agrees to pay 100% of the premium for life, long-term disability, and accidental death and dismemberment insurance. The above plans are to be substantially equal to or better than the plans in place if there is a plan substitution. Appendix “D” shall serve as reference for all insurance benefits offered by the District.
- 28.2 The District agrees to enroll association members in the Nationwide Post Employment Health Plan (PEHP) to which the District will contribute no less than \$110.00 dollars per month on the employee’s behalf.
- 28.3 The District agrees to provide MASA (Medical Air Services Association) benefits through the selected health insurance plan, in lieu of a LifeFlight Network FireMed Plus (ground and air) membership. In the event the MASA plan is no longer available the District will return to providing the LifeFlight Network FireMed Plus membership or equivalent. Members not covered through our health insurance plan will be covered by either MASA or another equivalent plan, whichever is available to the District.

**ARTICLE 29 -  
RETIREMENT AND RETIREMENT WORK BACK**

- 29.1 The District agrees to enroll each eligible and qualified employee in the Public Employees Retirement System (PERS) or Oregon Public Service Retirement Plan (OPSRP) and pay the employers and the employee’s contribution.
- 29.2 **Retirement Work Back**

The District and the Association recognize that allowing a PERS retiring employee to return to work for an approved period in a temporary employee status could be beneficial to both the employee and the District. Oregon Senate Bill 1049 removes the cap on the maximum number of hours an Oregon PERS retiree can work in a calendar year. In accordance with both the short and long-term work-back administrative policies, the parties agree to allow PERS retirees to work back as temporary employees with the following stipulations:

- A. **Term:** An employee may work back a maximum of one year from their PERS retirement date. An employee requesting a work back, shall make a formal request no less than sixty (60) days prior to the expected start date of the work back period. The District will retain the right to award long term work back status in six (6) month increments or a single twelve (12) month increment. Work back must be consecutive following the retirement of the employee with no break in service. Employees will continue to be in the bargaining unit and represented by IAFF Local 3650. The District will continue to withhold the required dues and fees consistent with the current CBA and any related payroll authorizations from the employee.

However, the working conditions for retiree positions will be modified as set forth in this Agreement and the specific provisions of this Agreement supersede conflicting provisions of the CBA only for retirees.

- B. **Termination:** May be by either party at-will. Work back employee shall not be subject to the disciplinary article of the CBA. This offer should not be construed as a guarantee of employment.
1. Temporary employees performing substantially the same work as a regular-status employee, in the same work unit, shall be terminated prior to the layoff of a regular-status employee.
- C. **Position/Rank:** The employee will retain temporary status in the same classification and assignment that was previously held prior to retirement, unless mutually agreed upon between the employee and Fire District for other special assignment work.
- D. **Compensation:** The employee will retain the same classification and assignment that was previously held prior to retirement, unless mutually agreed upon between the employee and Fire District. The employee's temporary status salary will be based on their base hourly pay rate at retirement date. The employee will continue to earn additional compensation and benefits, if eligible, per their temporary status classification and years of service as follows:
1. Longevity pay per years of service.
  2. COLAs as stated per the Collective Bargaining Agreement (CBA), if awarded.
  3. Paramedic incentive pay for their job class at retirement date.
  4. Benefits listed in the collective bargaining agreement (e.g. insurance, deferred compensation contributions, etc.) Medical, dental and vision early retiree premiums will be paid in the same percentage as regular employees.
  5. AIC assignment and pay; however, regular status employees will receive preference on AIC assignments.
  6. A workback employee will be allowed to work trades.
- E. **Sick Leave:** The District agrees to front-load the workback employee's temporary sick leave bank with seventy-two (72) hours of sick leave. Additional sick leave will be accrued at a rate of one (1) hour per 30 hours worked in accordance with ORS 653.601 to 653.661.
- F. **Vacation:** The employee's vacation balance/paid time off will be cashed out in accordance with the current CBA at the time of retirement. The employee will receive 48 hours of vacation leave for each 6 months working back into their temporary status vacation leave account at the start of their workback. The workback employee will not accrue additional vacation hours throughout the duration of their workback contract. Regular status employees will receive preference on vacation selection.

- G. **Overtime:** The employee will remain on the Mandatory Recall List. The employee will be eligible for scheduled overtime after all regular status employees have had first right of refusal. All overtime will be paid in the appropriate payroll cycle and cannot be banked as compensatory time.
- H. **Seniority:** The employee will forfeit their district and association seniority.
- I. **Promotion:** A work back employee will not prevent or delay the promotional appointment of any other association member. For the purpose of promotion the District will make a promotional appointment into the work back position/rank with the appointment date immediately following the official retirement date of the work back employee. The association recognizes that the promotional date and start date will be different. The Start date for the promoted employee shall be concurrent to the last scheduled day of the work back employee.
- J. **Sunset:** Unless the parties agree to modifications of these terms as part of a new collective bargaining agreement, this memorandum of agreement shall expire on December 31, 2034, or upon a PERS change that limits a retiree's workable hours in a calendar year or if challenges arise under the Oregon Pay Equity law regarding temporary status employee wages and benefits

**ARTICLE 30 -  
CLOTHING AND UNIFORM**

- 30.1 If an employee is required by the District to wear protective clothing or any type of protective device, such protective clothing or protective device shall be furnished to the employee by the District.
- 30.2 The District agrees to furnish the regular work uniforms, including shirts, pants, boots, jackets, and all other items as needed. All clothing and equipment will remain the property of the District and shall not be worn while off duty, other than to and from work.
- 30.3 The District agrees to pay the cost of laundering Class A and Class B uniforms.
- 30.4 Class B uniforms will be worn for scheduled public appearances, external meetings, or events.
- 30.5 Class C uniform is the standard uniform expected by the District.

**ARTICLE 31 -  
CABLE TELEVISION AND WIRELESS INTERNET**

- 31.1 The District shall provide a basic cable or satellite television package at station houses.
- 31.2 The District shall provide wireless internet at station houses.

**ARTICLE 32 -  
LAYOFF AND DEMOTION**

- 32.1 In the event of layoff for any reason, employees shall be laid off in the inverse order of their seniority of service (per the District Seniority list).
- 32.2 In the event of non-disciplinary demotion, employees covered by this Agreement shall be demoted in the inverse order of their promotion date.
- 32.3 Employees shall be called back from layoff in the order of their seniority of service (per the District Seniority List). A laid off employee who declines to accept reappointment, or who does not report for duty when notified by registered mail at the employee's last known address within 10 days from receipt of notice, shall be considered permanently separated from service.

**ARTICLE 33 -  
PROBATION/PROMOTION/INTERNAL TRANSFER**

- 33.1 New Hire Probation. While on probation as a newly hired employee, a person may be dismissed at any time without cause and will not be allowed to utilize the grievance process.
  - A. Entry-level employees will have a twelve (12) month probationary period.
    - 1. Employees who previously served in a District single role are considered entry-level regardless of their years of service to the District as a single role. While on probation, an employee who previously served the District as a single role may be demoted to a previously held position or a comparable position to one previously held.
  - B. Lateral entry employees will have a 6-month probationary period. If the Lateral completes their probation, they will be assigned regular status. To qualify as a Lateral, the employee must meet one of the following:
    - 1. For a 56-hour employee, a minimum of three (3) years current continuous employment experience as a full-time: 1) career firefighter/paramedic in a municipal or special district transporting agency, or 2) a combination of career firefighter/paramedic from a non-transporting agency and a private ambulance operator background (volunteer, sleeper/resident, paid-on-call or seasonal will not apply toward this requirement).
    - 2. For a 40-hour employee, a minimum of three (3) years of career service in a municipal or special district fire department with a similar or greater call volume in a similar job position.
- 33.2 Promotional Probation. A person promoted to a position shall be on probation in that

position for a period of six months. A satisfactory evaluation of the employee's performance shall be required at the end of the probationary period.

- A. While on promotional probation a person may be demoted to a previously held position or a comparable position to one previously held.
- B. Promoted employees shall have their comp bank hours paid out at their rate of pay prior to promotion.

33.3 Extensions of the probationary period may be made by the Fire Chief for:

- A. Special instances where extensions shall not exceed 90 days.
- B. Shifts missed due to extended illness or injury.

33.4 Probationary employees may be assigned / transferred to any shift at the discretion of the Fire Chief or designee.

33.5 Transfer or Displacement. Employees who are transferred or displaced from one position to another in the same salary range will continue to receive the same salary. Employees transferred or displaced from one position to another with a different salary range will receive no increase other than necessary to place them at the minimum rate of the new salary range. Transferred or displaced employee's rates of pay shall not exceed the maximum rate in the new range. The employee's anniversary date will not change. Transferred or displaced employees shall have their comp bank hours paid out at their rate of pay prior to transfer or displacement.

#### **ARTICLE 34 - WORK RULES**

34.1 The Association shall participate in the formation and/or modification of the work rules and ordinances which apply to the safety, welfare, or working conditions of the employees. Management, however, reserves the right to issue new or modified work rules without the agreement of the Association so long as said rules are not subject to collective bargaining by State law.

#### **ARTICLE 35 - PERSONNEL FILE**

35.1 The District will notify an employee whenever any new material or information is placed in the employee's personnel file. The affected employee may note or attach any comments and/or objections the employee may have to the new information or material and such notes or attachments will be placed in the employee's personnel file. Any material which reflects discredit on an employee may only be placed in the employee's file with the employee's signature on it, indicating receipt of the document only, not agreement with its content. If an employee refuses to sign the document, the District

may nevertheless place the document in the employee's file with a written note indicating the date and in the presence of which management representative the employee refused to sign.

- 35.2 Contents contained in an employee's personnel file shall be maintained in accordance with OARs 166-150-0160 (6) and (10). Upon a written request submitted to the Fire Chief by the employee or Association, letters of reprimand and notices of disciplinary action shall be removed and destroyed after the minimum retention period described in the applicable OARs (currently three years). Removal and destruction shall not occur if there have been additional reprimands or more serious disciplinary action within the minimum retention period. Further, written reprimands shall not be removed if the subject of the reprimand is related to hostile work environment, sexual harassment or abuse, workplace violence, or provision of substandard care. Disciplinary materials retained in the personnel file beyond the minimum retention period shall be considered expired and cannot be used to support future disciplinary action.

### **ARTICLE 36 - SAVINGS CLAUSE**

- 36.1 If any article or section of this Agreement or any addition thereto should be held invalid by operation of the law, or by any lawful tribunal having jurisdiction, or if compliance with or enforcement of any article or section should be restricted by such tribunal, the remainder of this Agreement and its addenda shall not be affected thereby. If such event occurs, the parties agree to enter into immediate collective bargaining negotiation for the purpose of arriving at a mutually satisfactory replacement for such article or section.

### **ARTICLE 37 - USE OF ALCOHOL AND DRUGS**

- 37.1 Statement of Principle: The District and the Association jointly recognize that the use of drugs and alcohol which adversely affects job performance may constitute a serious threat to the health and safety of the public, to the safety of fellow employees and to efficient operation of the organization.
- 37.2 The District's "Use of Alcohol and Drugs" administrative policy is incorporated into this Agreement by reference. Changes to this policy are considered a mandatory subject of bargaining.

### **ARTICLE 38 - DISCIPLINE**

- 38.1 Disciplinary action, up to and including discharge, shall be for just cause.
- 38.2 Formal disciplinary action shall include a statement to the employee advising of the reasons and action to be taken. Prior to termination, an employee shall be entitled to a

pre-termination hearing with the Fire Chief or designee.

- 38.3 Disciplinary actions or measures shall normally be invoked in the order listed:
- A. Counseling
  - B. Verbal warning
  - C. Written warning notice
  - D. Suspension with loss of pay
  - E. Last Chance Agreement
  - F. Demotion
  - G. Termination
- 38.4 If the District has reason to discipline an employee, it shall make reasonable effort to impose such discipline in a manner that will not unduly embarrass the employee before other employees or the public.
- 38.5 In any investigation, an employee may be required to answer any questions reasonably related to the subject matter under investigation. The employee may be disciplined for refusing to answer such questions. If the employee is being ordered to appear at an interview and respond to questions that might result in disciplinary action being taken against the employee, the employee shall be notified of this possibility and shall be given reasonable opportunity to obtain the advice and assistance of a representative of the Association and/or Association counsel, and make arrangements to be accompanied by the Association representative and/or counsel at the interview. This is to be interpreted in accordance with the “Weingarten Rules.”

### **ARTICLE 39 - VACATION SELL-BACK**

- 39.1 An employee may sell back vacation for personal reasons. Employees will not be required to sell back vacation if they choose not to. Vacation sell back must be done as follows:
- A. The employee must submit their sell back request on the vacation sell-back request form. The employee will receive their sell back funds on the next available payroll cycle.
  - B. An employee may cash out accrued vacation time on a monthly basis. Requests for vacation time cash out must be submitted to Payroll by the 1<sup>st</sup> day of the month and will be paid on the next regular payroll check.
    - 1. 56-hour employees will be permitted to sell back ninety-six (96) hours per fiscal year. 56-hour employees may only request vacation sell-back in twenty-four (24) hour increments.
    - 2. 40-hour employees will be permitted to sell back forty-eight (48) hours per

fiscal year. 40-hour employees may only request vacation sell-back in eight (8) hour increments.

- C. Employees must take a corresponding number of vacation shifts off during the fiscal year. For example, if an employee sells back one (1) shift, the employee must take one (1) vacation shift. This requirement shall not apply to an employee unable to fulfill the specified ratio due to being out on paid leave for purposes that qualify as protected leave under applicable state and federal law.
- D. New hire probationary employees may not sell back vacation.

#### **ARTICLE 40 - WELLNESS PROGRAM**

- 40.1 Statement of Principle: The District and Association agree employees must be physically and mentally fit for duty. A failure to be fit for duty adversely affects job performance and may constitute a serious threat to the health and safety of the public, other employees, and to the efficient operation of the organization.
- 40.2 A joint Labor/Management Wellness Committee (“wellness committee”) shall be established to manage and facilitate a joint wellness/fitness program and provide input to the District on topics of health, wellness, fitness, fitness equipment, and safety. The joint group shall consist of, at a minimum, one representative from each shift (appointed by the Association), one representative from the District, and one representative from the Association’s Executive Board.
- 40.3 The District agrees to maintain suitable gym space and fitness equipment in each station for members to perform on-duty physical fitness training.
- 40.4 The District agrees to enroll and pay for each member’s subscription in a personal injury-illness-exposure reporting system equal to or better than the California Professional Firefighter’s Personal Exposure Reporting System.
- 40.5 The District agrees to provide, and each member is required to complete:
  - A. A medical physical exam by the department physician.
    - 1. Physicals shall occur bi-annually until age 45.
    - 2. After age 45, physicals shall occur annually.
  - B. An annual non-punitive fitness evaluation.
- 40.6 The District and Association shall mutually agree on the selection of a department physician. The District and Association agree to perform an annual review of the department physician’s performance. The department physician shall be responsible for the following:

- A. Performing a medical physical examination.
- B. Providing the District with a report after each medical physical exam of the employee's name and work status (full or restricted duty).
- C. Providing the District and Association with anonymous data or trends which might affect member health or wellness (e.g., multiple members testing positive for a communicable disease, heavy metals, low immunization titer, etc.)

40.7 Wellness Incentive Program:

- A. The District and Association agree that all members shall participate in all components of an annual non-punitive fitness evaluation each year and be compensated with a wellness incentive of six hundred dollars \$600 on the employee's June 30<sup>th</sup> paycheck. The annual fitness evaluation shall be recommended to the Fire Chief by the wellness committee for final approval after a review of the financial impact. The wellness committee shall provide payroll with a list of employees who have completed the required evaluation no later than May 30<sup>th</sup> of each year.

**ARTICLE 41 -  
LEAVE DONATION**

- 41.1 Employees may donate accrued leave (sick, vacation or comp) to an employee who has suffered a serious non- occupational injury or illness, per the District's Leave Donation Policy.
- 41.2 The Fire Chief has the ability to expand the scope of this article on a case-by-case basis.

**ARTICLE 42 -  
REFERENCED POLICIES**

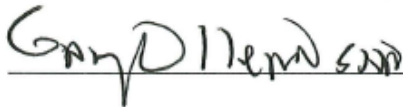
- 42.1 The District shall not modify the version of the referenced policies in place when this Agreement takes effect without first providing the Association with at least 30 days prior written notice and an opportunity to bargain the modification. Upon timely demand the District and the Association shall bargain the modification. Failure by the Association to demand to bargain within 30 days shall be deemed a waiver of the opportunity to bargain the modification and the new policy shall take effect. The following policies are incorporated into this Agreement by reference.
  - A. Duty Officer (Article 13)
  - B. Utilization of Telestaff (Article 16)
  - C. Short-Term and Long-Term Workback (Article 29)
  - D. Use of Alcohol and Drugs (Article 37)
  - E. Commitment to Carcinogen Reduction

**ARTICLE 43 -  
DURATION OF AGREEMENT**

- 43.1 This Agreement shall be effective as of July 1, 2024, and shall remain in full force and effect through June 30, 2027.
  
- 43.2 This Agreement shall be automatically renewed from year to year, after the above dates, unless either party notifies the other in writing, no later than November 1, prior to the date of termination, that it wishes to terminate or modify any of the provisions of this Agreement, at which point negotiations will commence at a time mutually agreed upon. The terms of this Agreement shall remain in full force until negotiations have been completed, and either a new Agreement or a modification of this Agreement has been approved.

Dated this 17th day of July 2024.

**Redmond Fire & Rescue:**




Gary Ollerenshaw  
President

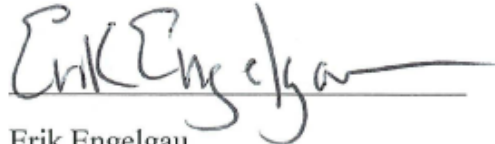


Ryan Herrera  
Fire Chief

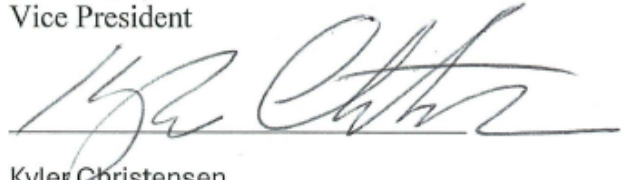
**Redmond Firefighters  
Association, Local 3650:**



Kevin Broadsword  
President



Erik Engelgau  
Vice President



Kyle Christensen  
Secretary/Treasurer

# APPENDIX “A” – SALARY TABLES

## Notes:

- Salaries shall be increased over the duration of this Agreement as follows:
  - July 1<sup>st</sup>, 2024: 6.20% COLA
  - July 1<sup>st</sup>, 2025: 4.00% COLA
  - July 1<sup>st</sup>, 2026: 4.00% COLA
- All wages and incentives listed are rounded based on the following:
  - Up to the nearest dollar if the total is \$.50 or greater
  - Down to the nearest dollar if the total is \$.49 or less
- Hourly rate for a 56-hour employee is computed based on your monthly rate divided by 243.3 hours plus whatever incentive you are receiving for that hour worked (e.g., FTO pay, AIC, Paramedic incentive, etc.).
- Hourly rate for a 40-hour employee is computed based on your monthly rate divided by 173.34 hours plus whatever incentive you are receiving for that hour worked.
- Overtime rate is computed as described above plus ½.
- Effective July 1, 2024, all firefighters shall receive a one-time bonus of \$3,500
  - This bonus will be paid at the end of the first complete month following the signing of this agreement

<b>July 1, 2024</b>							<b>COLA</b>	<b>6.20%</b>	<b>10% Top FF PM Incentive: \$</b>			<b>731</b>
<b>Position</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>						
Firefighter	\$ 6,209	\$ 6,483	\$ 6,757	\$ 7,031	\$ 7,305	\$ -						
Firefighter/PM	\$ 6,940	\$ 7,214	\$ 7,488	\$ 7,762	\$ 8,036	\$ -						
Engineer	\$ 7,670	\$ 8,036	\$ -	\$ -	\$ -	\$ -						
Engineer/PM	\$ 8,401	\$ 8,767	\$ -	\$ -	\$ -	\$ -						
Captain	\$ 8,766	\$ 9,131	\$ -	\$ -	\$ -	\$ -						
Captain/PM	\$ 9,497	\$ 9,862	\$ -	\$ -	\$ -	\$ -						
Deputy Fire Marshal	\$ 8,036	\$ 8,401	\$ -	\$ -	\$ -	\$ -						
Fire Inspector	\$ 6,940	\$ 7,305	\$ -	\$ -	\$ -	\$ -						
<b>July 1, 2025</b>							<b>COLA</b>	<b>4.00%</b>	<b>10% Top FF PM Incentive: \$</b>			<b>760</b>
<b>Position</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>						
Firefighter	\$ 6,457	\$ 6,742	\$ 7,027	\$ 7,312	\$ 7,597	\$ -						
Firefighter/PM	\$ 7,217	\$ 7,502	\$ 7,787	\$ 8,072	\$ 8,357	\$ -						
Engineer	\$ 7,977	\$ 8,357	\$ -	\$ -	\$ -	\$ -						
Engineer/PM	\$ 8,737	\$ 9,117	\$ -	\$ -	\$ -	\$ -						
Captain	\$ 9,116	\$ 9,496	\$ -	\$ -	\$ -	\$ -						
Captain/PM	\$ 9,876	\$ 10,256	\$ -	\$ -	\$ -	\$ -						
Deputy Fire Marshal	\$ 8,357	\$ 8,737	\$ -	\$ -	\$ -	\$ -						
Fire Inspector	\$ 7,217	\$ 7,597	\$ -	\$ -	\$ -	\$ -						
<b>July 1, 2026</b>							<b>COLA</b>	<b>4.00%</b>	<b>10% Top FF PM Incentive: \$</b>			<b>790</b>
<b>Position</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>						
Firefighter	\$ 6,716	\$ 7,012	\$ 7,308	\$ 7,605	\$ 7,901	\$ -						
Firefighter/PM	\$ 7,506	\$ 7,802	\$ 8,098	\$ 8,395	\$ 8,691	\$ -						
Engineer	\$ 8,296	\$ 8,691	\$ -	\$ -	\$ -	\$ -						
Engineer/PM	\$ 9,086	\$ 9,481	\$ -	\$ -	\$ -	\$ -						
Captain	\$ 9,481	\$ 9,876	\$ -	\$ -	\$ -	\$ -						
Captain/PM	\$ 10,271	\$ 10,666	\$ -	\$ -	\$ -	\$ -						
Deputy Fire Marshal	\$ 8,691	\$ 9,086	\$ -	\$ -	\$ -	\$ -						
Fire Inspector	\$ 7,506	\$ 7,901	\$ -	\$ -	\$ -	\$ -						

# APPENDIX “B” – SENIORITY LISTS

## District Seniority List: Suppression

	Name	Rank	Dept Date	Dept Rank
1	Hess, Wayne	Engineer	07/14/1997	0
2	White, Andrew	Captain	06/24/2001	0
3	Hagen, Sean	Captain	03/04/2002	1
4	Bale, Wade	Engineer	03/04/2002	2
5	Powell, Jonathan	Engineer	07/08/2002	2
6	Thompson, Jacob	Engineer	08/01/2003	1
7	Robison, James	Engineer	08/01/2003	2
8	Clark, Joshua	Captain	10/01/2004	0
9	Mitchell, Bethany	Captain	09/14/2006	1
10	Abrams, Gary	Engineer	09/14/2006	2
11	Cole, William	Engineer	09/14/2006	3
12	Engelgau, Erik	Engineer	03/04/2008	0
13	Crye, Rob	Captain	07/16/2008	0
14	Crawford, Matthew	Captain	11/03/2008	1
15	Bowen, Devon	Captain	11/03/2008	2
16	Lyman, Nick	Captain	12/03/2012	1
17	Simonson, Nate	Engineer	12/03/2012	2
18	Kraft, Chris	Captain	12/03/2012	3
19	Robertson, Garrett	Captain	12/03/2012	4
20	Charley, Lane	Engineer	09/13/2016	0
21	James, Sinead	Firefighter	07/17/2017	0
22	Christiansen, Kyler	Engineer	10/09/2017	0
23	Broadsword, Kevin	Engineer	05/18/2018	0
24	Maloney, Chelsea	Firefighter	02/01/2019	0
25	Duvivier, Annie	Firefighter	06/17/2019	0
26	St. John, Aaron	Engineer	12/16/2019	1
27	Means, Malakye	Firefighter	07/25/2020	0
28	Bradford, Dylan	Firefighter	11/02/2020	0
29	Fortune, Sean	Engineer	02/01/2021	1
30	Oliveira, Chandler	Firefighter	02/01/2021	2
31	Mix, Jerold	Firefighter	02/01/2021	3
32	Bigo, Beau	Firefighter	02/01/2021	4
33	Strubhar, Logan	Firefighter	07/05/2021	0
34	Jerome, Luke	Engineer	12/01/2021	1
35	Addy, Nick	Engineer	12/01/2021	2

36	Hulstrom, Brett	Engineer	12/01/2021	3
37	Hargous, Brandon	Engineer	12/01/2021	4
38	Pilcher, Jessie	Engineer	12/01/2021	5
39	Parazoo, Justin	Firefighter	07/11/2022	0
40	Ivey, Chris	Firefighter	10/17/2022	1
41	Sykes, Cameron	Firefighter	10/17/2022	2
42	Hatch, Damion	Firefighter	10/17/2022	3
43	LaChance, Matt	Firefighter	10/17/2022	4
44	Bushnell, Jackson	Firefighter	10/17/2022	5
45	White, Kyle	Firefighter	10/17/2022	6
46	Looney, Austin	Firefighter	10/17/2022	7
47	Troup, Justin	Firefighter	10/17/2022	8
48	Kasch, Logan	Firefighter	10/17/2022	9
49	Peacock, Eli	Firefighter	10/17/2022	10

## **Rank Seniority List: Suppression**

[Lists to be updated separately]

**Association Seniority List:  
Suppression**

	Name	Rank	Assoc Hire	Assoc Rank
1	Hess, Wayne	Engineer	07/14/1997	0
2	White, Andrew	Captain	06/24/2001	0
3	Hagen, Sean	Captain	03/04/2002	1
4	Bale, Wade	Engineer	03/04/2002	2
5	Powell, Jonathan	Engineer	07/08/2002	1
6	Thompson, Jacob	Engineer	08/01/2003	1
7	Robison, James	Engineer	08/01/2003	2
8	Clark, Joshua	Captain	10/01/2004	0
9	Mitchell, Bethany	Captain	09/14/2006	1
10	Abrams, Gary	Engineer	09/14/2006	2
11	Cole, William	Engineer	09/14/2006	3
12	Engelgau, Erik	Engineer	03/04/2008	0
13	Crye, Rob	Captain	07/16/2008	0
14	Crawford, Matthew	Captain	11/03/2008	1
15	Bowen, Devon	Captain	11/03/2008	2
16	Lyman, Nick	Captain	12/03/2012	1
17	Simonson, Nate	Engineer	12/03/2012	2
18	Kraft, Chris	Captain	12/03/2012	3
19	Robertson, Garrett	Captain	12/03/2012	4
20	Charley, Lane	Engineer	10/09/2017	0
21	Broadsword, Kevin	Engineer	05/18/2018	0
22	Maloney, Chelsea	Firefighter	02/01/2019	0
23	Christiansen, Kyler	Engineer	07/01/2019	0
24	Duvivier, Annie	Firefighter	12/16/2019	0
25	St. John, Aaron	Engineer	09/16/2020	0
26	Bradford, Dylan	Firefighter	11/02/2020	0
27	James, Sinead	Firefighter	02/01/2021	1
28	Fortune, Sean	Engineer	02/01/2021	2
29	Means, Malakye	Firefighter	02/01/2021	3
30	Oliveira, Chandler	Firefighter	02/01/2021	4
31	Mix, Jerold	Firefighter	02/01/2021	5
32	Jerome, Luke	Engineer	12/01/2021	1
33	Addy, Nick	Engineer	12/01/2021	2
34	Hulstrom, Brett	Engineer	12/01/2021	3
35	Hargous, Brandon	Engineer	12/01/2021	4
36	Pilcher, Jessie	Engineer	12/01/2021	5
37	Parazoo, Justin	Firefighter	07/11/2022	0

38	Ivey, Chris	Firefighter	10/17/2022	1
39	Strubhar, Logan	Firefighter	10/17/2022	2
40	Bigo, Beau	Firefighter	10/17/2022	3
41	Sykes, Cameron	Firefighter	10/17/2022	4
42	Hatch, Damion	Firefighter	10/17/2022	5
43	LaChance, Matt	Firefighter	10/17/2022	6
44	Bushnell, Jackson	Firefighter	10/17/2022	7
45	White, Kyle	Firefighter	10/17/2022	8
46	Looney, Austin	Firefighter	10/17/2022	9
47	Troup, Justin	Firefighter	10/17/2022	10
48	Kasch, Logan	Firefighter	10/17/2022	11
49	Peacock, Eli	Firefighter	10/17/2022	12

## APPENDIX “C” – HISTORICAL INFO

The purpose of this appendix is to serve as a “historical appendix” to this contract. This appendix will contain references to changes that have occurred through the life on this contract which are no longer applicable in the main document, but which still serve as a reference to previous changes within.

Items added on 7/1/2013:

Salaries:

- 26.6 Those employees not holding paramedic certification will not receive the 10% incentive formerly paid to the certified paramedics, but, beginning July 1, 2000, is now included in base wage. Those employees not holding FF II certification will not receive the 5% incentive formerly paid to employees holding FF II certification, but, beginning July 1, 2000, is now included in the base wage.

Probation/Promotion/Internal Transfer:

- 32.2. In the event layoffs for any reason are necessary 40 hour line positions will be eliminated prior to cuts in the 48/96 hour line positions.

# APPENDIX “D” – BENEFITS

## **Health Insurance:**

Contract health insurance plan in place July 1, 2011, to which under Article 28, any plan changes must be made to be substantially equal to or better than:

- Oregon Fire Chiefs Association:  
Option 1: \$20 OV, \$500/\$1,500 Ded., 20% to \$2,000/\$4,000 OOP Max.,  
Alternative Care \$2000 Annual Maximum (Embedded in medical), Rx – Option 2  
\$10/30/50, VSP vision, Dental Option 2- \$25/75 Ded., 100/80/50, \$1,500 Max.  
Orthodontia – 50% to a \$1500 lifetime maximum prior to ACA changes

These insurance plans are in addition to the contract plan that are offered to members and are not considered part of the contract plan and shall not replace or be used as past practice for the contract plan. These plans are available as of July 1, 2015:

- \$1,000 deductible with the same coverages as the base insurance plan explained above with a \$1,500 VEBA contribution and eligible for reimbursements from an HRA Medical Expense Reimbursement Plan (HRA MERP) as detailed below.
- \$2,000 deductible with the same coverages as the base insurance plan explained above with \$4,000 VEBA contribution and no eligibility for reimbursement from the HRA MERP.

## **Voluntary Employees’ Benefit Association (VEBA):**

The District funds the VEBA monthly. Employees must be employed on the first day of each month to receive the monthly VEBA contribution. Monthly contribution amounts are \$125 for employees on the health insurance plan associated with the \$1,500 annual VEBA and \$333.33 for the \$4,000 annual VEBA.

# HRA-MERP WHA Insurance



## Redmond Fire & Rescue Health Insurance Step by Step Process - \$1000 deductible plan

### STEP ONE

1. All Claims must be submitted to the Health Insurance Carrier first. Once the claim has been processed, the carrier will send the member the Explanation of Benefits (EOB) that provides the member responsibility.

The EOB is the document that the member needs to submit for reimbursement for the HRA MERP Plan (Step Two) and HRA - VEBA Plan (Step Three).

Contact Info:	<b>Regence BCBS of Oregon</b> <a href="http://www.regence.com">www.regence.com</a> Medical Customer Service: 888.367.2116
	<b>Delta Dental</b> <a href="http://www.deltadental.com">www.deltadental.com</a> Dental Customer Service: 877.277.7280
	<b>VSP (Vision)</b> <a href="http://www.vsp.com">www.vsp.com</a> Vision Customer Service: 800.877.7195

Health Insurance	
Medical - Regence	
Office Visit	\$20 Copay
Deductible:	\$1000 / \$3000
OOP Maximum:	\$4000 / \$8000, includes deductible
Coinsurance	20%
Prescription	\$2/10/30/50
Alternative Care	\$20 Copay, \$2000 Max
Dental - Delta Dental	
Deductible	\$25 / 75
Annual Maximum	\$1,500
Orthodontia	50% up to \$1,500 Maximum
Vision - VSP	
Office Visit	\$10 Copay
Hardware Allowance	\$130 every 12 months

### STEP TWO

2. Once the member receives their EOB they may be eligible for additional reimbursement if they meet certain criteria under the HRA (MERP). The employee can file for reimbursement for expenses incurred and applied to the health plan deductible and coinsurance.

Document: Redmond Fire & Rescue HRA Summary Plan Description

**Not Eligible: Dental and Vision Claims**

Contact Info:	<b>WHA Insurance Agency, Inc.</b> 2930 Chad Drive, Eugene, OR 97404 <a href="mailto:lifeandhealthteam@whainsurance.com">lifeandhealthteam@whainsurance.com</a> Toll Free: 800.852.6140
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**\*\*\*If you don't know if you are eligible for reimbursement submit your EOB to WHA and they will do the work for you \*\*\***

HRA (MERP)	
WHA Insurance Agency, Inc.	
If One Member Meets:	
Deductible	No Reimbursement
OOP Maximum	up to \$1000 reimbursed member meets \$4000 OOP (includes deductible)
If Two Members Meet:	
Deductible	up to \$500 reimbursed if 2 Members each meet \$1000 ded.
OOP Maximum	up to \$2000 reimbursed If 2 Members each meet \$4000 OOP (includes deductible)
If Three or more Members Meet:	
Deductible	up to \$1000 reimbursed If family meets \$3000 ded.
OOP Maximum	up to \$2000 reimbursed If family meets \$8000 OOP. (includes deductible)



# Group Long Term Disability Insurance

Group Long Term Disability insurance from Standard Insurance Company helps provide financial protection for insured members by promising to pay a monthly benefit in the event of a covered disability.

The cost of this insurance is paid by Redmond Fire & Rescue.

## Eligibility

<b>Definition of a Member</b>	You are a member if you are a regular employee of Redmond Fire & Rescue, actively working at least 40 hours per week, and a citizen or resident of the United States or Canada. You are not a member if you are a temporary or seasonal employee, a full-time member of the armed forces, a leased employee or an independent contractor.
<b>Eligibility Waiting Period</b>	You are eligible on the first of the month that follows the date you become a member.

## Benefits

<b>Monthly Benefit</b>	60 percent of the first \$12,500 of monthly predisability earnings, reduced by deductible income (e.g., work earnings, workers' compensation, state disability, etc.)
<b>Maximum Monthly Benefit</b>	\$7,500
<b>Minimum Monthly Benefit</b>	\$100
<b>Benefit Waiting Period</b>	90 days

**Definition of Disability**

For the benefit waiting period and the first 24 months that Long Term Disability benefits are payable, you will be considered disabled if, as a result of physical disease, injury, pregnancy or mental disorder:

- You are unable to perform with reasonable continuity the material duties of your own occupation, and
- You suffer a loss of at least 20 percent of your predisability earnings when working in your own occupation.

You are not considered disabled merely because your right to perform your own occupation is restricted, including a restriction or loss of license.

After the own occupation period of disability, you will be considered disabled if, as a result of a physical disease, injury, pregnancy or mental disorder, you are unable to perform with reasonable continuity the material duties of any occupation.

**Maximum Benefit Period**

If you become disabled before age 62, Long Term Disability benefits may continue during disability until age 65 or to the Social Security Normal Retirement Age (SSNRA) or 3 years 6 months, whichever is longest. If you become disabled at age 62 or older, the benefit duration is determined by the age when disability begins:

<b>Age</b>	<b>Maximum Benefit Period</b>
62	To SSNRA, or 3 years 6 months, whichever is longer
63	To SSNRA, or 3 years, whichever is longer
64	To SSNRA, or 2 years 6 months, whichever is longer
65	2 years
66	1 year 9 months
67	1 year 6 months
68	1 year 3 months
69+	1 year

## Other Features and Services

- 24 hour coverage, including coverage for work-related disabilities
- Employee Assistance Program
- Reasonable Accommodation Expense Benefit
- Rehabilitation Plan Provision
- Return to Work Incentive
- Survivors Benefit
- Waiver of Premium while Long Term Disability benefits are payable

This information is only a brief description of the group Long Term Disability insurance policy sponsored by Redmond Fire & Rescue. The controlling provisions will be in the group policy issued by The Standard. The group policy contains a detailed description of the limitations, reduction in benefits, exclusions and when The Standard and Redmond Fire & Rescue may increase the cost of coverage, amend or cancel the policy. A group certificate of insurance that describes the terms and conditions of the group policy is available for those who become insured according to its terms. For more complete details of coverage, contact your human resources representative.

Standard Insurance Company  
1100 SW Sixth Avenue  
Portland OR 97204

[www.standard.com](http://www.standard.com)

SI 13271-D-OR-153524 (7/24)

7628088-1180920

## **Other Benefits Provided:**

### **Basic Life and Accidental Death & Dismemberment (AD&D):**

- \$50,000 group life and AD&D insurance.

### **Occupational Life Benefits:**

- \$10,000 occupational life insurance.

### **Long Term Disability:**

- Benefits Begin: After 90 days of disability
- Percentage of Income Replaced: 60% of the first \$12,000 of your pre-disability earnings, reduced by deductible income
- Maximum Monthly Benefit: \$7,500 before reduction by deductible income
- Minimum Monthly Benefit: \$100
- The District will provide a disability policy acceptable by the Association. This policy will be managed as follows:
  - The acceptance of a claim is at the sole discretion of the insurance carrier.
  - The employee must apply for the benefit as soon as he/she becomes eligible for the benefit.
  - After 90 days from the disabling incident, all accruals will stop until the employee returns to work

# APPENDIX “E” – TEMPORARY DUTY ASSIGNMENT (TDA)

**Definition:** A Temporary Duty Assignment (TDA) is one that lasts greater than three (3) months and includes a change of duty, change of work schedule, and may include a temporary change in rank. Examples of TDA are the 40-hour Training Captain and EMS Captain positions.

**Vacation:** Vacation shall be accrued per the 40-hour schedule below. District-observed holidays are included in the 40-hour vacation schedule. Therefore, vacation hours will be used if the employee takes a District observed holiday off.

Years of Service	Hrs/Mo (56hr)	Hrs/Mo (40hr)
During year 1	24	17.14
Starting with year 2 through year 4	29	20.71
Starting with year 5 through year 9	34	24.29
Starting with year 10 through year 14	39	27.86
Starting with year 15 through year 19	44	31.43
Starting with year 20 through year 24	46	32.86
Starting with year 25 and after	49	35.00

**Sick Leave:** Sick leave shall be earned per the 40-hour schedule below.

Years of Service	Hrs/Mo (56hr)	Hrs/Mo (40hr)
All years	24	17.14

**Leave Bank Conversion:** Employees transferring from a 56-hour workweek to a 40-hour workweek will have their existing leave banks converted to assure the same total dollar value for a given benefit or time. A reverse conversion of hours and leave banks will be made for employees converting from a 40-hour workweek to a 56-hour work schedule. Accrual rates shall follow the same method. The conversion formula is as follows:

- 40-hour workweek to a 56-hour workweek: 1.4 x hourly wage or leave bank
- 56-hour workweek to a 40-hour workweek: 0.7143 x hourly wage or leave bank

**Comp Bank:** If the Employee has earned comp time at the start of the temporary duty assignment, the balance shall be converted as described above. The employee may then use or cash out the comp hours at their 40-hour rate of pay.

**Vacation Sell-Back:** The employee will be permitted to sell back sixty-eight and a half (68.5) hours per fiscal year at their new 40-hour rate of pay.

**Work Schedule:** The position shall be 40 hours per week with flexible schedule opportunities as agreed with the Fire Chief. Possible flexible schedules are four (4) 10-hour days or four (4) 9-hour days and one (1), 4-hour day.

**Mandatory Overtime:** Employees shall be exempt from mandatory overtime callback.

**Optional Overtime Shifts:** Employees may work overtime on the 48/96 schedule so long as the additional shift does not negatively impact their ability to perform their regular duties on the 40-hour schedule. This overtime shift shall be paid at the hourly rate of a 56-hour employee at their current operational level as their duties are that of a 56-hour employee and not that of a 40-hour employee. If the employee wishes to work more than one overtime shift per month, they must receive approval from their supervisor.

**Regular Duty Overtime:** Overtime for 40-hour employees must be pre-approved by the employee's supervisor. Approved overtime for regular work performed as part of the employee's temporary duty assignment shall be compensated at one and one-half (1.5) times the 40-hour rate of pay. The employee may elect to accrue compensatory time in lieu of overtime pay for actual hours of overtime worked in accordance with this agreement. The employee may also flex time within the same week to offset additional hours worked earlier in the week.

**Hold Over For Emergency Alarm Response:** Employees on a TDA may choose to respond to emergency alarms during their regular work hours. If an employee on a TDA responds to an emergency alarm during their regular work hours and is held over beyond their normally scheduled work hours, the employee shall be compensated for the hold-over hours (those hours in excess of their normally scheduled work hours) at the overtime rate.

**4PC:** Employee are eligible to respond to 4PC calls. Calls that extend from the regular work hours will be calculated at the 40-hour rate. Voluntary responses that originate outside of regular work hours will be calculated at the 56-hour rate. Hours may also be flexed within the same work week.

**Cell Phone:** Employee will receive a District-provided cell phone for use while on shift. The cell phone shall be used in accordance with the "Cell Phone Usage" policy.

**Vehicle:** Employees will have use of a District vehicle while on shift. The vehicle shall be operated in accordance with the "Use of District Vehicles" policy.

**Temporary Duty Assignment Incentive:** When performing the duties of the TDA, employees shall receive an incentive of nine percent (9%) above their current pay rate, including the paramedic incentive. Employees shall also continue to receive scheduled step increases.

Employees with an operational rank below the TDA rank will continue to receive scheduled step increases on both their current operational rank and the TDA rank salary schedules. The TDA incentive does not apply when the employee is voluntarily performing the duties of their 56-hour position.

**PERS:** Throughout the duration of the assignment, the employee will remain in the PERS classification that they held prior to the assignment.

**Certification Maintenance:** The District supports employee(s) in maintaining current certification(s) and licensure(s).

**Career Advancement:** The District will assist the employee with opportunities to become AIC qualified at their next higher rank. Once they have achieved this qualification, they are eligible to work in that capacity.

**Assignment Duration:** The initial temporary duty assignment shall be three (3) years in duration. Upon expiration of the assignment, the employee may extend their commitment in one-year increments upon mutual agreement with the District.

**Assignment End:** At any time throughout the temporary assignment, either the District or the employee may request to terminate the assignment. The employee can be promoted out of the assignment or request a return to a 56-hour position.