

# Ebbetts Pass Fire District



## BOARD OF DIRECTORS NOTICE OF REGULAR MEETING **9:00 A.M. Tuesday, May 17, 2022** 1037 Blagen Road, Arnold

In compliance with recently issued guidelines from the State of California and other governing agencies, and in order to aid in keeping the public safe, Ebbetts Pass Fire District (EPFD) continues to conduct our Board Meeting via teleconference in addition to the physical location.

To access the meeting please visit zoom.us website and enter Meeting ID: 849 3440 4199 with passcode: 689706. If you need assistance in accessing this information, please email [epfd@epfd.org](mailto:epfd@epfd.org) or call the EPFD office at 209-795-1646, Monday through Friday, 8:00 am to 5:00 pm. You may also register in advance for this meeting: <https://us06web.zoom.us/j/84934404199?pwd=NS8wamFZTEtkVUZkVbHR3Wk51Zz09>

If you would like to comment on any item on our Agenda or an item not on the Agenda, please submit those in writing to our office at PO Box 66, 1037 Blagen Road, Arnold CA 95223 or via email at [epfd@epfd.org](mailto:epfd@epfd.org) at least 24 hours before the meeting. You may also submit comments via the "Chat" function available during the teleconference online.

### MEMBERS OF THE BOARD

Pete Neal, President      J. Scott McKinney, Secretary  
Mike Barr                  Jon Dashner                  Denny Clemens

### Concerning Public Comment

Please Note: The Board of Directors offers the opportunity for the public to speak to specific agenda items during the time that agenda item is discussed by the Board. The Board also allows an opportunity for the public to speak on non-agenda items during "public comments" prior to the conclusion of the meeting. The Board may not make any decision related to non-agendized items until the next Board meeting.

### AGENDA

1. Call to Order, Flag Salute, Roll Call
2. Public Appearances/Comment: The Board will hear public comment on any agendized or non-agendized item. The Board may discuss public comment but may not take action.
3. Consent Items: Board action limited to discussion and approval of:
  - 3.1. Minutes: 4/19/22, 5/10/22
  - 3.2. Acceptance of April 2022 Checks Listings and Authorize to File for Audit

# NOTICE OF REGULAR MEETING – continued

May 17, 2022

4. **Committee Reports:** The Board will discuss the status of the following matters. The Board may take action on recommendations and/or give direction to staff or committee members related to follow-up on specific matters addressed by the committee.
  - 4.1. **Finance Committee** (Directors Dashner & Barr)
  - 4.2. **Personnel/Safety Committee** (Directors Dashner & McKinney)
  - 4.3. **Fire Prevention Committee** (Directors Neal & Clemens)
  - 4.4. **Apparatus/Equipment Committee** (Directors McKinney & Neal)
  
5. **Scheduled Items:** The Board will discuss and take action on the specific items listed below.
  - 5.1. **Calaveras Local Agency Formation Commission:** Nomination Ballot for Calaveras LAFCO Special District Member - 2022
  - 5.2. **Ebbetts Pass Fire District:** Personal safety equipment discussion
  - 5.3. **Pacific Gas and Electric Company:** Enhanced Powerline Safety Settings (EPSS)
  - 5.4. **Calaveras Auditor-Controller: Fiscal Year 2022-23 Recommended** Budget Packet (EPFD Preliminary Budget)
  - 5.5. **Ebbetts Pass Fire District:** Fiscal Year 2022-23 5-Year Capital Outlay
  - 5.6. **Ebbetts Pass Fire District:** Fiscal Year 2022-23 Personnel Pay Schedule
  - 5.7. **Ebbetts Pass Fire District:** Longevity Pay request for Cheryl Howard
  - 5.8. **Local 3581 Memorandum of Understanding:** Memorandum of Understanding between Ebbetts Pass Fire District and Ebbetts Pass Firefighter's Local #3581 (updated and subject to Board approval)
  
6. **Reports:** The Board will hear reports on the following matters. The Board may discuss information contained in these reports.
  - 6.1. Administrative Report
  - 6.2. Legislative Report
  - 6.3. Administrative – EMS
  
7. **Comments, Questions, and Consideration:** The Board will entertain comments and questions from the following individuals or representatives. The Board may discuss these comments or questions on these items but may not take action.
  - 7.1. Board Members
  - 7.2. Firefighters' Association
  - 7.3. Employees' Group
  - 7.4. Public Comments
  
8. **Adjournment of Regular Meeting**

**ADMINISTRATIVE STAFF:**

**Michael Johnson, Fire Chief**

**Cheryl Howard, Secretary**

# Ebbetts Pass Fire District



**MINUTES**  
Board of Directors  
Special Meeting  
May 10, 2022

**SUBJECT TO APPROVAL**

1. The special meeting was called to order with proper social distancing among everyone and with accommodation for the public through the use of Zoom Meetings at 9:00 A.M. Board President Pete Neal called the meeting to order and the Pledge of Allegiance was recited.

Directors present: Michael Barr  
Denny Clemens  
Jon Dashner  
Scott McKinney  
Pete Neal

District personnel present: Fire Chief Mike Johnson  
District Secretary Cheryl Howard  
Battalion Chief Rodney Hendrix  
Captain James Crabtree

Others present via Zoom Meeting: None

2. **PUBLIC APPEARANCES/COMMENT** - None

3. **LABOR NEGOTIATIONS**

Chief Johnson reported that the Union Local 3581's attorney had determined that the previously approved longevity pay proposal would not be approved by CalPERS for inclusion in the retirement for the employees. The Union representatives and staff had then worked to restructure it so that it could be included with retirement especially as the original intent had been to help the retired employee with offsetting personal healthcare costs. The longevity pay could not have a sunset so the percentage of the base pay was lessened and the percentage was also set by rank to minimize the financial hit to the District.

Rodney Hendrix reported that the language on longevity pay as presented to the Board for this meeting had already been reviewed and approved by the attorney. He added that as

long as there was no end date CalPERS would have no issue with it and, hopefully, there would be incentive for the employees to remain for a long term with the District.

3.1.1. Closed Session pursuant to Government Code Section 54957.6  
Conference with District-designated Labor Negotiators – IAFF Local #3581  
The Board went into closed session at 9:12 A.M. and returned at 9:18.

3.1.2. Return to Open Session; Report on Actions Taken  
Upon return to open session, Mr. Neal reported that the Board had unanimously accepted the Longevity Pay Proposal as presented.

Attachment to Minutes – May 10, 2022

**Longevity Pay**

*In recognition of the substantial contributions made by employees of the Fire District, effective July 1, 2022, the District shall award longevity pay to each eligible employee as set forth below. Longevity pay is calculated as a percentage of the employee’s base wage and does not include holiday pay or overtime. Longevity pay does not compound and shall be paid as a monthly lump sum amount.*

<b><u>Length of service</u></b>	<b><u>Longevity Pay</u></b>		
Beginning of 17 <sup>th</sup> to. completion of 20 <sup>th</sup> year	Firefighters/Engineers 3% of base pay	Captains 3% of base pay	Battalion Chiefs 3% of base pay
Beginning of 21 <sup>st</sup> year to completion of 23 <sup>rd</sup> year	Firefighters/Engineers 5% of base pay	Captains 5% of base pay	Battalion Chiefs 5% of base pay
Beginning of 24 <sup>th</sup> year to Completion of 25 <sup>th</sup> year	Firefighters/Engineers 10% of base pay	Captains 8% of base pay	Battalion Chiefs 7% of base pay
Beginning of 26 <sup>th</sup> year and Every year thereafter	Firefighters/Engineers 12% of base pay	Captains 10% of base pay	Battalion Chiefs 9% of base pay

4. **ADJOURNMENT**

Mr. McKinney made a motion to adjourn. Mr. Dashner seconded; motion passed 5-0.  
9:27 A.M.

Respectfully submitted,

Cheryl Howard  
District Secretary

# Ebbetts Pass Fire District



**MINUTES**  
Board of Directors  
April 19, 2022

## SUBJECT TO APPROVAL

1. The meeting was called to order with proper social distancing among everyone and with accommodation for the public through the use of Zoom Meetings at 9:00 A.M. Board President Pete Neal called the meeting to order and the Pledge of Allegiance was recited.

Directors present: Michael Barr  
Denny Clemens  
Jon Dashner  
Scott McKinney  
Pete Neal

District personnel present: Fire Chief Mike Johnson, Erin Felby, Rodney Hendrix,  
Pete Ryan, James Crabtree, Charles Hatcher, Rodney Rodr  
Nick Landuyt, Daniel Bredbenner, Scott Vasquez,  
Josilyn Layton

Others present via Zoom Meeting: District Secretary Cheryl Howard

Media present: None

2. **PUBLIC APPEARANCES/COMMENT** - None

3. **CONSENT ITEMS**

Mr. McKinney made a motion to approve Consent Items 3.1 and 3.2. Mr. Dashner seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, Neal, McKinney).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & Barr)

Chief Johnson briefly reviewed the revenues and expenditures to date. He also noted staff was hoping to bring the preliminary budget for the next fiscal year during next month's Finance Committee and then Board meeting.

- 4.2. Personnel/Safety Committee (Directors Dashner & McKinney)  
Chief Johnson reported there had been no new injuries and the two previously injured were recovering.
  - 4.3. Fire Prevention Committee (Directors Clemens & Neal)  
Chief Johnson reported the committee had received a report from Fire Prevention Officer Joan Lark on her lot inspection progress this year and her lot cleaners meeting that had been held earlier this month. Chief Johnson also noted there was an application for a grant later in the agenda.
  - 4.4. Apparatus/Equipment Committee (Directors McKinney & Neal)  
Chief Johnson reported that the new engine build was still underway although behind schedule and that the in-frame engine rebuild on the Quantum had been re-assembled and was in use.
5. Scheduled Items
- 5.1. Calaveras Co. Registrar of Voters: 11/08/22 General Election to be Consolidated  
Chief Johnson noted the resolution that had been sent for adoption by the Board. Mr. Dashner made a motion to approve Resolution No. 2022-01 Calling General District Election. Mr. McKinney seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, Neal, McKinney).
  - 5.3. EPFD Personal Safety Equipment Discussion  
Mr. Neal referenced the list that had been prepared by Engineer Glenn Verkerk and noted that he would like more discussion as to safety items being purchased by the District. The consensus of the Board was to turn the matter over to the Personnel & Safety Committee.
  - 5.2. Labor Negotiations
    - 5.2.1. Closed Session pursuant to Government Code Section 54957.6  
Conference with District-designated labor negotiators – IAFF Local #3581  
The Board went into closed session at 9:45 P.M. and returned at 9:58.
    - 5.2.2. Return to Open Session; Report on Actions Taken  
Upon return to open session, Mr. Neal reported that the Board had determined to stay at the 5% COLA. Rodney Hendrix noted he would take the information to the union members and call for a meeting.
  - 5.4. Grant Opportunity: Ready, Set, Go! Program Community Chipping Grant 2022  
Chief Johnson reported on the \$20,000 chipping program using vouchers to help get the debris and overgrowth removed within the area. He noted the grant exposed a liability to the District of \$1,000 for in-kind matches and he described his vision on

how the voucher system would potentially work. Mr. Barr made a motion to approve the application for the Ready, Set, Go! Community Chipping Grant 2022. Mr. McKinney seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, Neal, McKinney).

- 5.5. CalOES/FEMA: Butte Fire Final Inspection Report, Subrecipient Closeout  
Chief Johnson noted the information had been included for the Board's information.
  - 5.6. SDRMA: 2022-23 Worker's Compensation Renewal Estimate  
Chief Johnson noted that the premium of \$113,098 for the upcoming fiscal year was probably more typical than had been during the current year.
  - 5.7. Report on Transient Occupancy Tax and Prop 172 Outline for Fiscal Year 2022-23  
Chief Johnson reported on a recent meeting held between the Calaveras County CAO Christa Von Latta and local fire agencies.
  - 5.8. Thank-you Letter from Stephan Voges  
Chief Johnson added some information on the actual call response and the good work done by Firefighter-EMT Sean Bitner and Firefighter-Paramedic RJ Schulze.
6. **REPORTS**
- 6.1. Administrative Report  
Chief Johnson reported on wildland training being performed throughout the District and the firefighter training for Firefighter-EMT Josilyn Layton. He added there was spring cleaning being done at all the stations and that the new grant-funded extractor and dryer were in place.
  - 6.2. Legislative Report  
Chief Johnson reported on recent legislation action including AB 1721 and AB2819.
  - 6.3. Administrative - EMS - None
7. **COMMENTS, QUESTIONS, CONSIDERATIONS**
- 7.1. Board Members  
The Board members all expressed their appreciation for the work done by District staff.
  - 7.2. Firefighters Association  
Chief Johnson reported that the July BBQ & Raffle were to be held July 2nd this year.

7.3. Employees' Group

Battalion Chief Hendrix thanked the Board members for their work for the District.

7.4. Public Comments

None

8. **ADJOURNMENT**

Mr. McKinney made a motion to adjourn. Mr. Barr seconded; motion passed 5-0  
10:43 A.M.

Respectfully submitted,



Cheryl Howard  
District Secretary



**County of Calaveras  
General Ledger Summary  
Balance Sheet Accounts  
As of 4/30/2022**

**Fund 2290 Ebbetts Pass Fire**

<u>Object Code</u>	<u>Object Description</u>	<u>Balance</u>
<u>Assets</u>		
1006	Cash in Treasury	22900000 4,520,975.38
1007	Outstanding Checks	22900000 (121,563.01)
1016	Imprest Cash	22900000 40,000.00
Total Assets		\$4,439,412.37
 <u>Liabilities</u>		
2002	Accounts Payable	22900000 1,163.60
2002	Accounts Payable	22900010 (1,163.60)
2091	Accts Payable - Staledated Cks	22900010 8,166.69
Total Liabilities		\$8,166.69
 <u>Fund Balance</u>		
3002	Fund Bal Unreserv/Undesign	22900000 3,425,624.75
3043	Reserve for Imprest Cash	22900000 40,000.00
Total Fund Balance		\$3,465,624.75
Year-to-Date Revenues		\$6,716,770.34
Year-to-Date Expenditures		\$5,751,149.41
Year-to-Date Transfers In		\$0.00
Year-to-Date Transfers Out		\$0.00
Year-to-Date Clearing Accounts		\$0.00
Total Fund Equity		\$4,431,245.68
Total Liabilities and Fund Equity		\$4,439,412.37

## REVENUE ACCOUNT SUMMARY SHEET - April 2022

Fire Operations: ACCOUNT	F No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Property Tax - Current Secured	4010	2,272,844	942,752.28	2,203,262.91	97%
Administrative Fee (SB2557)	4013	(42,506)	-18,437.19	(36,874.38)	87%
Unitary Tax	4015	55,156	26,758.96	55,630.90	101%
Supplemental Tax - Current Secured	4017	31,024	9,077.34	14,869.16	48%
Property Tax - Current Unsecured	4020	23,191	1,325.29	24,916.47	107%
Supplemental Tax - Current Unsecured	4027	2,269	556.91	235.29	10%
Prior Unsecured Taxes	4040	3,472	217.35	1,700.40	49%
Transient Occupancy Taxes	4072	45,650	0.00	48,430.44	106%
Interest	4300	5,000	0.00	10,461.54	
HOPTR	4463	22,686	6,879.01	16,706.17	74%
State Grant - OTS & RFC	4455	126,000	0.00	123,392.45	
Timber Tax	4465	-	0.00	1,834.82	
State Aid for Public Safety (Prop 172)	4472	24,876	0.00	27,275.28	
Federal Grant - AFG	4505	15,700	0.00	0.00	
Reimbursement - Personnel	4542	50,000	0.00	309,031.49	618%
Reimbursement - Equipment	4543	5,000	0.00	6,493.50	130%
Charges for Current Service (hydrants)	4679	10,500	0.00	0.00	0%
Other Refund - Prior Year Taxes	4684	-	0.00	0.00	
Training Fees	4689	-	2,175.00	8,100.00	
Gifts/Donations	4707	-	0.00	4,650.00	
Refund - Misc.	4708	-	0.00	3,137.63	
Other Revenue	4712	23,028	1,981.72	19,440.22	84%
Miscellaneous Revenue	4713	21,335	0.00	0.00	0%
Refunds - Insurance	4743	-	0.00	0.00	
Sale of Surplus Property	4800	-	0.00	4,050.00	
<b>Total</b>		2,695,225	973,286.67	2,846,744.29	106%

EMS/Paramedic Program ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Special Tax	4077	362,500	144,973.25	344,260.53	95%
Special Tax - Sustain ALS	4077 S	382,487	250,000.00	361,813.00	95%
Refunds - Insurance	4743	-		0.00	
<b>Total</b>		744,987	394,973.25	706,073.53	95%

Ambulance Program ACCOUNT	No.	BUDGETED	RECEIVED Month	Year-To-Date	% Received Year-To-Date
Special Tax	4077	829,650	331,795.75	787,898.65	95%
Special Tax - Sustain ALS	4077 S	997,193	301,750.29	948,402.48	95%
Other Programs - State (GEMT)	4479	-	0.00	0.00	
Federal Grant - AFG - Generator	4505	9,000	0.00	0.00	0%
State Other Aid (IGT)	4580	376,906	0.00	504,487.83	134%
EMS Transport Revenue	4660	770,000	125,195.21	742,209.05	96%
Collections	4679	-	0.00	7,508.88	
Refunds - Insurance	4743	-	5,599.52	34,941.68	
<b>Total</b>		2,982,749	764,340.77	3,025,448.57	101%

## FIRE OPERATIONS ACCOUNT SUMMARY SHEET - APR 2022

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
<b>SALARIES &amp; BENEFITS</b>	<b>5001</b>					
Salaries/Wages	-1.001	1,112,455	85,216.72	872,953.44	239,501.56	78%
Extra Hire	-1.002	10,000	93.75	4,352.41	5,647.59	44%
Extra Hire - Intern	-1.003	46,506	1,269.24	7,029.28	39,476.72	15%
ST/TF FF Payments	-1.004	50,000	0.00	139,693.73	(89,693.73)	279%
Volunteer FF Relief	-1.005	40,000	524.82	5,226.89	34,773.11	13%
Retirement-UAL	-1.049	238,123	0.00	226,865.12	11,257.88	95%
Retirement	-1.050	270,000	12,493.80	242,660.61	27,339.39	90%
Group Insurance	-1.055	271,500	18,845.77	216,551.71	54,948.29	80%
Uniform Allowance	-1.062	3,600	0.00	2,800.00	800.00	78%
<b>SERVICES &amp; SUPPLIES</b>	<b>5111</b>					
Safety Clothing	-1.111	10,000	3,227.25	3,846.30	6,153.70	38%
Safety Equipment	-1.115	6,000	0.00	121.87	5,878.13	2%
Communications-Radios	-1.121	9,100	0.00	1,939.00	7,161.00	21%
Communications-Phone	-1.124	15,000	783.61	10,485.38	4,514.62	70%
Food - Fire Line Meals	-1.131	1,200	0.00	831.97	368.03	69%
Housekeeping	-1.141	8,000	1,493.52	10,927.95	(2,927.95)	137%
Insurance-Prop/Liability	-1.151	28,148	0.00	28,148.00	-	100%
Insurance-Workers Comp	-1.153	30,000	0.00	26,861.88	3,138.12	90%
Maintenance-Apparatus	-1.181	59,000	4,262.73	58,474.06	525.94	99%
Maintenance-Utilities	-1.182	10,000	2,220.34	10,147.64	(147.64)	101%
Building Maintenance	-1.201	26,700	5,227.84	21,590.96	5,109.04	81%
Emergency Care/Rescue	-1.211	1,275	0.00	0.00	1,275.00	0%
Memberships	-1.221	8,015	0.00	8,510.00	(495.00)	106%
Office Expense	-1.241	12,050	113.40	2,059.55	9,990.45	17%
Office Expense-Postage	-1.243	1,000		430.38	569.62	43%
Office Expense-Copies	-1.245	1,500	80.73	1,067.87	432.13	71%
Professional Services	-1.271	33,000	0.00	4,014.00	28,986.00	12%
Small Tools/FF Equipment	-1.401	23,000	65.00	116,887.41	(93,887.41)	508%
Small Tools-Hose/SCBA	-1.402	9,000	0.00	6,050.97	2,949.03	67%
Special District Expense	-1.411	17,000	110.53	17,752.17	(752.17)	104%
SDE--Health Maintenance	-1.412	4,700	0.00	3,526.11	1,173.89	75%
Training	-1.422	12,500	1,016.44	4,939.76	7,560.24	40%
Travel/Education	-1.478	9,000	2,133.06	5,125.54	3,874.46	57%
Transportation Fuel	-1.480	20,000	2,627.88	15,817.18	4,182.82	79%
Utilities - Water/Sewer	-1.501	10,280	0.00	8,707.17	1,572.83	85%
Utilities - Electrical	-1.504	11,500	967.39	9,659.37	1,840.63	84%
Utilities - Propane	-1.505	20,000	4,002.36	20,481.78	(481.78)	102%
LAFCO Fee	5627	3,180	0.00	3,212.61	(32.61)	101%
<b>FIXED ASSETS</b>						
Building Fund: Structures	5640	211,698	105,848.61	211,697.22	0.78	100%
Equipment	5701	237,292	20,998.32	223,273.57	14,018.43	
<b>Fire Operation Fund Totals</b>		<b>2,891,322</b>	<b>273,623.11</b>	<b>2,554,720.86</b>	<b>336,601.14</b>	<b>88%</b>

# CHECKS ISSUED LISTING - APR 2022 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5001.1.001: SALARIES</b>			
	22254, 22347	Payroll / Statutory Elective Withholding	76,788.32
	22254, 22347	Paychex Fee	259.16
1113234, 1113669	PARS	EE withholding	210.63
	22254, 22347	EPFF Local #3581	931.85
	19790	CalPERS	7,026.76
<b>5001.1.002: EXTRA HIRE</b>			
	22254	Payroll / Statutory Elective Withholding	87.75
	1113234	PARS	6.00
<b>5001.1.003: EXTRA HIRE - SPECIAL</b>			
	22254, 22347	Payroll / Statutory Withholding / Elective Withholding	1,179.24
1113234, 1113669	PARS	EE withholding	90.00
<b>5001.1.004: Expenditure: ST/TF Firefighter Payment</b>			<i>none issued</i>
<b>5001.1.005: Expenditure: Volunteer Firefighter Payment</b>			
	22254	Payroll / Statutory Withholding / Elective Withholding	52.94
	1113234	PARS	3.22
	1114008	PARS	468.66
<b>5001.1.049: RETIREMENT UAL PREPAYMENT &amp; LOAN</b>			<i>none issued</i>
<b>5001.1.050: RETIREMENT (PERS)</b>			
	22448	CalPERS	12,493.80
<b>5001.1.055: GROUP INSURANCE</b>			
	22254, 22347	Supplemental Life Premium Withholding	-103.60
	1114006	FDAC EBA	1,255.31
	1114009	SDRMA-Employee Benefit Service - medical premium	16,791.06
	1114007	LV FF Health & Welfare Trust	903.00
<b>5001.1.062: UNIFORM ALLOWANCE</b>			<i>none issued</i>
<b>5111.1.111: SAFETY CLOTHING</b>			
	1113991	LN Curtis & Sons	3,227.25

## CHECKS ISSUED LISTING - APR 2022 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5111.1.115:</b>	<b>SAFETY EQUIPMENT</b>		<i>none issued</i>
<b>5111.1.121:</b>	<b>COMMUNICATIONS: RADIOS</b>		<i>none issued</i>
<b>5111.1.124:</b>	<b>COMMUNICATIONS: TELEPHONE</b>		
1113985	Comcast	phone/internet	179.06
1113982	AT&T - Local - Sta.2 & 4	209-795-6876 / 6852	202.02
1114492	Comcast	phone/internet	150.65
1114490	Verizon Wireless (Cell Co)	monthly charges	251.88
<b>5111.1.131:</b>	<b>FOOD/FIRE LINE MEALS</b>		<i>none issued</i>
<b>5111.1.141:</b>	<b>HOUSEHOLD EXPENSE</b>		
1113294	US Bank	dryer, bird removal	971.41
1113980	Aramark Uniform Services	rag/coverall service (2 mos)	268.74
1113984	CA Waste Recovery	trash removal	208.29
1114489	Alcal Glass & Supply	air filters	45.08
<b>5111.1.151:</b>	<b>INSURANCE: PROPERTY/LIABILITY</b>		<i>none issued</i>
<b>5111.1.153:</b>	<b>INSURANCE: WORKER'S COMPENSATION</b>		<i>none issued</i>
<b>5111.1.181:</b>	<b>MAINTENANCE: APPARATUS</b>		
1113979	Distinctive Metals	U2102: repair foot valve	31.25
1113981	Arnold Auto Supply	parts various units	81.42
1113988	Goldenstate EVS	U1003: apeaker driver, cone tip	448.85
1113992	Richard Lokey	U2102: BIT, filters;	695.00
1113992	Richard Lokey	U1008: replace cam shft, inj, BIT	3,006.21
<b>5111.1.182:</b>	<b>MAINTENANCE: UTILITIES</b>		
1113981	Arnold Auto Supply	parts various units	1,298.43
1113992	Richard Lokey	U3020: BIT, filters, lightbar repai	606.91
1113992	Richard Lokey	U3015: BIT	315.00
<b>5111.1.201:</b>	<b>BUILDING &amp; GROUNDS MAINTENANCE</b>		
1113292	Ronwright Construction	snow removal	2,879.15
1113986	Cummins	generator repairs	556.67
1113987	Ebbetts Pass Lumber co	strap hanger, metal tape, glue	47.19
1114487	Alternative Energy	Sta. 1 heater repair	378.65
1114487	Alternative Energy	Sta. 2 heater repair	923.00
1114493	Ebbetts Pass Gas Service	HVAC service	443.18

# CHECKS ISSUED LISTING - APR 2022 FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5111.1.211: EMERGENCY CARE</b>			<i>none issued</i>
<b>5111.1.221: MEMBERSHIPS/SUBSCRIPTIONS</b>			
	1112069 US Bank	NFPA	175.00
<b>5111.1.241: OFFICE EXPENSE</b>			
	1113294 US Bank	spam blocker	10.00
	1114496 Staples	pens, copy paper	103.40
<b>5111.1.243: OFFICE EXPENSE: POSTAGE</b>			
	JE Calaveras Co.	checks postage	
<b>5111.1.245: OFFICE EXPENSE: COPIES</b>			
	1113994 Power Business Technology	copier maintenance	80.73
<b>5111.1.271: PROFESSIONAL SERVICES</b>			<i>none issued</i>
<b>5111.1.401: SMALL TOOLS/FF EQUIPMENT</b>			
	1113987 Ebbetts Pass Lumber co	hole dozer, tool, flotopump parts	65.00
<b>5111.1.402: SMALL TOOLS: HOSE / SCBA</b>			<i>none issued</i>
<b>5111.1.411: SPECIAL DISTRICT EXPENSE</b>			
	1113294 US Bank	EPN program	42.42
	1113987 Ebbetts Pass Lumber co	hyd maint items	68.11
<b>5111.1.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE</b>			<i>none issued</i>
<b>5111.1.422: TRAINING</b>			
	1113983 CA Dept of Forestry	CO Officer 2B	980.00
	1113987 Ebbetts Pass Lumber co	rope	36.44
<b>5111.1.478: TRAVEL/EDUCATION/TRAINING</b>			
	1113294 US Bank	registration & hotel for conferenc	2,133.06
<b>5111.1.480: TRANSPORTATION FUEL</b>			
	22267 Hunt & Sons Inc	diesel fuel	888.49
	22359 Hunt & Sons Inc	diesel fuel	593.03
	1114493 Ebbetts Pass Gas Service	unleaded fuel	426.40
	22456 Hunt & Sons Inc	diesel fuel	179.41

# CHECKS ISSUED LISTING - APR 2022      FIRE OPERATIONS

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5111.1.501: UTILITIES: WATER/SEWER</b>			
	JE Calavers Co Tax Collector	assessment	189.27
<b>5111.1.504: UTILITIES: ELECTRICITY</b>			
	JE CPPA	electricity	967.39
<b>5111.1.505: UTILITIES: PROPANE</b>			
	1114493 Ebbetts Pass Gas Service	propane	4,002.36
<b>5627 F: LAFCo</b>			<i>none issued</i>
<b>5640 F: STRUCTURES</b>			
	1114462 WestAmerica Bank	loan payment	105,848.61
<b>5701 F: EQUIPMENT</b>			
	1113294 US Bank/Calaveras Customs	BC truck wrap deposit	1,014.11
	1113996 Taylor Houseman	turnout washer & gear dryer	19,984.21

**ENGINE PARAMEDIC PROGRAM ACCOUNT SUMMARY SHEET - Apr 2022**

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
<b>SALARIES &amp; BENEFITS</b>	<b>5001</b>					
Salaries/Wages	-2.001	355,300	<b>24,022.86</b>	263,028.25	92,271.75	74%
Retirement-UAL	-2.049	124,318	<b>0.00</b>	124,316.78	1.22	100%
Retirement	-2.050	120,989	<b>4,650.88</b>	111,439.42	9,549.58	92%
Group Insurance	-2.055	98,800	<b>6,313.63</b>	76,580.90	22,219.10	78%
Uniform Allowance	-2.062	1,200	<b>0.00</b>	1,200.00	-	100%
<b>SERVICES &amp; SUPPLIES</b>	<b>5111</b>					
Safety Clothing	-2.111	2,725	<b>806.82</b>	1,235.77	1,489.23	45%
Safety Equipment	-2.115	1,000	<b>0.00</b>	28.18	971.82	3%
Communications-Radios	-2.121	800	<b>0.00</b>	293.57	506.43	37%
Communications-Phone	-2.124	480	<b>44.77</b>	491.27	(11.27)	102%
Housekeeping	-2.141	1,900	<b>78.45</b>	1,090.81	809.19	57%
Insurance-Prop/Liability	-2.151	5,630	<b>0.00</b>	5,630.00	-	100%
Insurance-Workers Comp	-2.153	7,020	<b>0.00</b>	7,020.00	-	100%
Maintenance-Apparatus	-2.181	2,900	<b>22.49</b>	1,074.96	1,825.04	37%
Professional Services	-2.271	2,200	<b>0.00</b>	750.00	1,450.00	34%
Small Tools-Hose/SCBA	-2.402	-	<b>0.00</b>	0.00	-	
Special District Expense	-2.411	700	<b>6.00</b>	967.05	(267.05)	138%
SDE--Health Maintenance	-2.412	1,500	<b>0.00</b>	1,249.95	250.05	83%
Training	-2.422	4,000	<b>250.00</b>	250.00	3,750.00	6%
Travel/Education	-2.478	2,700	<b>0.00</b>	0.00	2,700.00	0%
Transportation Fuel	-2.480	7,200	<b>896.30</b>	7,170.14	29.86	100%
<b>SPECIAL TAX HANDLING FEE</b>	<b>5411</b>	3,625	<b>1,811.72</b>	3,623.46	1.54	100%
<b>Engine Paramedic Program Totals</b>		<b>744,987</b>	<b>38,903.92</b>	<b>607,440.51</b>	<b>137,546.49</b>	<b>82%</b>



# CHECKS ISSUED LISTING - APR 2022 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5001.2.001: SALARIES</b>			
	22254, 22347 Payroll / Statutory Elective Withholding		21,514.94
	22254, 22347 Paychex Fee	employer cost	77.75
1113234, 1113669	PARS	EE withholding	0.00
	22254, 22347 EPFF Local #3581	dues and meals withholding	402.18
	19790 PERS	EE portion; ER paid EE portion	2,027.99
<b>5001.2.049: RETIREMENT UAL PREPAYMENT &amp; LOAN</b>			<i>none issued</i>
<b>5001.2.050: RETIREMENT (PERS)</b>			
	22448 CalPERS	Employer Portion	4,650.88
<b>5001.2.055: GROUP INSURANCE</b>			
	22254, 22347 Supplemental Life Premium Withholding		-19.77
	1114006 FDAC-EBA	vision/dental/life premium	380.00
	1114009 SDRMA-Employee Benefit Service - medical premium		5,953.40
<b>5001.2.062: UNIFORM ALLOWANCE</b>			<i>none issued</i>
<b>5111.2.111: SAFETY CLOTHING</b>			
	1113991 LN Curtis & Sons	turnout pants, gear bags	806.82
<b>5111.2.115: SAFETY EQUIPMENT</b>			<i>none issued</i>
<b>5111.2.121: COMMUNICATIONS: RADIOS</b>			<i>none issued</i>
<b>5111.2.124: COMMUNICATIONS: TELEPHONE</b>			
	1113985 Comcast	phone/internet	44.77
<b>5111.2.141: HOUSEHOLD EXPENSE</b>			
	1113980 Aramark Uniform Services	rag/coverall service (2 mos)	67.18
	1114489 Alcal Glass & Supply	air filters	11.27
<b>5111.2.151: INSURANCE: PROPERTY/LIABILITY</b>			<i>none issued</i>
<b>5111.2.153: INSURANCE: WORKER'S COMPENSATION</b>			<i>none issued</i>
<b>5111.2.181: MAINTENANCE: APPARATUS</b>			
	1113981 Arnold Auto Supply	parts various units	22.49
<b>5111.2.271: PROFESSIONAL SERVICES</b>			<i>none issued</i>
<b>5111.2.402: SMALL TOOLS: HOSE / SCBA</b>			<i>none issued</i>

## CHECKS ISSUED LISTING - APR 2022 ENGINE PARAMEDIC

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5111.2.411: SPECIAL DISTRICT EXPENSE</b>			
	1113294 US Bank	EPN program	6.00
<b>5111.2.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE</b> <i>none issued</i>			
<b>5111.2.422: TRAINING</b>			
	1113999 Glenn Verkerk	reimburse medic license renewa	250.00
<b>5111.2.478: TRAVEL/EDUCATION/TRAINING</b> <i>none issued</i>			
<b>5111.2.480: TRANSPORTATION FUEL</b>			
	22267 Hunt & Sons Inc	diesel fuel	540.55
	22359 Hunt & Sons Inc	diesel fuel	467.23
	22456 Hunt & Sons Inc	diesel fuel	429.07
<b>5411 P: SPECIAL TAX HANDLING FEE</b>			
JE	Calaveras Co Auditor's Office	special tax handling fee	

## AMBULANCE PROGRAM ACCOUNT SUMMARY SHEET - April 2022

ACCOUNT	No.	BUDGET	Month	Year-To-Date	ACCOUNT BALANCE	% Disbursed Year-To-Date
<b>SALARIES &amp; BENEFITS</b>	<b>5001</b>					
Salaries/Wages	-3.001	1,320,000	112,897.50	1,141,661.93	178,338.07	86%
Retirement-UAL	-3.049	214,635	0.00	214,635.29	(0.29)	100%
Retirement	-3.050	281,185	12,087.88	247,170.18	34,014.82	88%
Group Insurance	-3.055	389,920	23,498.70	308,724.77	81,195.23	79%
Uniform Allowance	-3.062	6,000	0.00	6,000.00	-	100%
<b>SERVICES &amp; SUPPLIES</b>	<b>5111</b>					
Safety Clothing	-3.111	15,000	4,034.07	4,034.07	10,965.93	27%
Safety Equipment	-3.115	2,250	0.00	42.28	2,207.72	2%
Communications-Radios	-3.121	4,500	67.50	2,110.46	2,389.54	47%
Communications-Phone	-3.124	5,175	606.76	3,724.28	1,450.72	72%
Food - Fire Line Meals	-3.131	400	61.15	357.11	42.89	89%
Housekeeping	-3.141	6,000	485.81	5,595.56	404.44	93%
Insurance-Prop/Liability	-3.151	22,518	0.00	22,518.00	-	100%
Insurance-Workers Comp	-3.153	23,500	0.00	23,474.18	25.82	100%
Maintenance-Ambulances	-3.183	31,250	1,271.31	10,488.40	20,761.60	34%
Building Maintenance	-3.201	5,000	556.67	10,631.05	(5,631.05)	213%
Emergency Care/Rescue	-3.211	43,080	11,720.02	42,083.30	996.70	98%
Memberships	-3.221	150	0.00	150.00	-	100%
Office Expense	-3.241	4,800	103.40	1,001.86	3,798.14	21%
Office Expense - Copies	-3.245	215	21.70	189.65	25.35	88%
Professional Services	-3.271	69,934	3,037.06	57,877.90	12,056.10	83%
Small Tools/FF Equipment	-3.401	7,050	1,649.30	12,467.83	(5,417.83)	177%
Special District Expense	-3.411	8,800	1,651.83	11,761.60	(2,961.60)	134%
SDE--Health Maintenance	-3.412	13,100	710.00	9,881.33	3,218.67	75%
SDE--Administrative Fee	-3.413	3,800	0.00	0.00	3,800.00	0%
Training	-3.422	12,500	1,515.28	6,810.28	5,689.72	54%
Travel/Education	-3.478	4,500	0.00	312.69	4,187.31	7%
Transportation Fuel	-3.480	22,000	2,617.64	18,824.43	3,175.57	86%
Utilities - Water/Sewer	-3.501	1,350	0.00	1,202.99	147.01	89%
Utilities - Electrical	-3.504	2,100	144.22	1,727.38	372.62	82%
Utilities - Propane	-3.505	5,000	303.25	3,997.47	1,002.53	80%
Bank Charges	5403 A	-	0.00	40.00	(40.00)	
SPECIAL TAX HANDLING FEE	5411	22,093	11,041.74	22,083.50	9.50	100%
REFUND OVERPAYMENT	5612	20,747	0.00	114,468.52	(93,721.52)	552%
Bad Debts (NSF checks)	5616 A	-	0.00	6,890.63	(6,890.63)	
<b>FIXED ASSETS</b>						
Building Fund: Structures	5640	-	0.00	0.00	-	
Equipment	5701	129,250	0.00	39,898.14	89,351.86	
<b>Ambulance Program Totals</b>		<b>2,697,802</b>	<b>190,082.79</b>	<b>2,352,837.06</b>	<b>344,964.94</b>	<b>87%</b>

**CHECKS ISSUED LISTING - APR 2022****STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5001.3.001: SALARIES</b>			
	22254, 22347	Payroll / Statutory Elective Withholding	101,584.05
	22254, 22347	Paychex Fee employer cost	375.45
1113234, 1113669	PARS	EE withholding	150.11
	22254, 22347	EPFF Local #3581 dues and meals withholding	1,965.97
	19790	PERS EE portion; ER paid EE portion	8,821.92
<b>5001.3.049: RETIREMENT UAL PREPAYMENT &amp; LOAN</b>			<i>none issued</i>
<b>5001.3.050: RETIREMENT (PERS)</b>			
	22448	CalPERS Employer Portion	12,087.88
<b>5001.3.055: GROUP INSURANCE</b>			
	22254, 22347	Supplemental Life Premium Withholding	-128.73
	1114006	FDAC-EBA vision/dental/life premium	1,598.82
	1114009	SDRMA-Employee Benefit Service - medical premium	22,028.61
<b>5001.3.062: UNIFORM ALLOWANCE</b>			<i>none issued</i>
<b>5111.3.111: SAFETY CLOTHING</b>			
	1113991	LN Curtis & Sons turnout pants, gear bags	4,034.07
<b>5111.3.115: SAFETY EQUIPMENT</b>			<i>none issued</i>
<b>5111.3.121: COMMUNICATIONS: RADIOS</b>			
	1114491	Columbia Communications send HT for warranty repair	67.50
<b>5111.3.124: COMMUNICATIONS: TELEPHONE</b>			
	1113291	Comcast - Sta. 3 phone/internet monthly charges	264.20
	1113985	Comcast phone/internet	223.83
	1114490	Verizon Wireless monthly charges	118.73
<b>5111.3.131: FOOD/FIRE LINE MEALS</b>			
	1113294	US Bank pizza during testing	61.15
<b>5111.3.141: HOUSEHOLD EXPENSE</b>			
	1113980	Aramark Uniform Services rag/coverall service (2 mos)	335.92
	1113984	CA Waste Recovery trash removal	80.68

**CHECKS ISSUED LISTING - APR 2022****STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
1113987	Ebbetts Pass Lumber co	grill brush	12.86
1114489	Alcal Glass & Supply	air filters	56.35
<b>5111.3.151: INSURANCE: PROPERTY/LIABILITY</b>			<i>none issued</i>
<b>5111.3.153: INSURANCE: WORKER'S COMPENSATION</b>			<i>none issued</i>
<b>5111.3.183: MAINTENANCE: AMBULANCES</b>			
1113981	Arnold Auto Supply	U3506: air filter, disc brake pad	377.40
1119923	Richard Lokey	U3506: replace seals, filters, ser	893.91
<b>5111.3.201: BUILDING &amp; GROUNDS MAINTENANCE</b>			
1113986	Cummins	generator repairs	556.67
<b>5111.3.211: EMERGENCY CARE</b>			
1113293	Life Assist	medical supplies	4,702.59
1113990	Life Assist	medical supplies	2,436.15
1113993	Nationwide Medical Surgical	medical supplies	302.00
1113997	Teleflex	EZ-IO needlesets	4,279.28
<b>5111.3.221: MEMBERSHIPS/SUBSCRIPTIONS</b>			
1112069	US Bank	CSCA: EMS membership	150.00
<b>5111.3.241: OFFICE EXPENSE</b>			
1114496	Staples	pens, copy paper	103.40
<b>5111.3.245: OFFICE EXPENSE - COPIES</b>			
1113994	Power Business Technology	copier maintenance	21.70
<b>5111.3.271: PROFESSIONAL SERVICES</b>			
	JE Cal Co Sheriff's Office	amb dispatch fee	1,642.06
1113989	Health Management Associate:	IGT consultation services	135.00
1114000	Wittman Enterprises, LLC	PCRS: 42	1,260.00
<b>5111.3.401: SMALL TOOLS/FF EQUIPMENT</b>			
1113294	US Bank	breathing air system parts	87.62
1113295	Zoll	recert & maint monitors	1,059.91
1113995	Stryker Sales LLC	battery pack	490.77
1113998	UPS	return for Knox repair	11.00

**CHECKS ISSUED LISTING - APR 2022****STATION 3 A**

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5111.3.411: SPECIAL DISTRICT EXPENSE</b>			
1113294	US Bank	EPN program	24.00
1114494	Financial Credit network	credit card fee for collections	1,519.94
1114495	Sacramento Metro FPD	GEMT fee SFY 2018/19	107.89
<b>5111.3.412: SPECIAL DISTRICT EXPENSE: HEALTH MAINTENANCE</b>			
1112069	Co Occupational Med Partners	physical	710.00
<b>5111.3.413: SPECIAL DISTRICT EXPENSE: ADMINISTRATIVE FEE</b> <i>none issued</i>			
<b>5111.3.422: TRAINING</b>			
1113978	ASHI	training materials	106.32
1114488	ASHI	training materials, certifications	1,158.96
1114497	Scott Vasquez	reimburse medic lic renewal	250.00
<b>5111.3.478: TRAVEL/EDUCATION/TRAINING</b> <i>none issued</i>			
<b>5111.3.480: TRANSPORTATION FUEL</b>			
22267	Hunt & Sons Inc	diesel fuel	780.90
22358	EPFD: WEX Bank	diesel fuel	484.18
22359	Hunt & Sons Inc	diesel fuel	924.36
22456	Hunt & Sons Inc	diesel fuel	428.20
<b>5111.3.501: UTILITIES: WATER/SEWER</b> <i>none issued</i>			
<b>5111.3.504: UTILITIES: ELECTRICITY</b>			
	JE CPPA	electricity	144.22
<b>5111.3.505: UTILITIES: PROPANE</b>			
1114493	Ebbetts Pass Gas Service	propane	303.25
<b>5403 A: TREASURER'S ADMIN FEE</b> <i>none issued</i>			
<b>5411 A: SPECIAL TAX HANDLING FEE</b>			
JE	Calaveras Co Auditor's Office	special tax handling fee	

# CHECKS ISSUED LISTING - APR 2022

# STATION 3 A

Check No.	PAID TO	PURPOSE	AMOUNT
<b>5640 A:</b>	<b>STRUCTURES</b>		<i>none issued</i>
<b>5701 A:</b>	<b>EQUIPMENT</b>		<i>none issued</i>
<b>5612 A:</b>	<b>REFUNDS</b>		<i>none issued</i>

**Calaveras Local Agency Formation Commission**  
**NOMINATION BALLOT FOR CALAVERAS LAFCO**  
**SPECIAL DISTRICT MEMBER - 2022**

NOTE: Nominations on behalf of the district can only be made by the presiding officer or alternate as designated by the district board of directors

**Ballot for the Nomination** of an Independent Special District Member to become an Independent Special District Representative on the Local Agency Formation Commission (LAFCO).

The \_\_\_\_\_ District

nominates \_\_\_\_\_ to become a candidate for an Independent Special District representative and (or) alternate to serve on the Calaveras LAFCO Commission for a term ending May 2026.

*The nominee's contact information is as follows:*

*Email:* \_\_\_\_\_

*Phone:* \_\_\_\_\_

*Address:* \_\_\_\_\_

\_\_\_\_\_  
**Signature:** Chair of the District Board of Directors

\_\_\_\_\_  
Date

Chair's Phone # \_\_\_\_\_

**Please return this nomination ballot to LAFCO prior to 5:00 P.M. Friday, May 20 , 2022 to:**

Calaveras LAFCO  
John Benoit, Executive Officer  
P.O. Box 2694  
Granite Bay, CA 95746

Or by: Email: [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)



**CALAVERAS LOCAL AGENCY FORMATION COMMISSION**

**DATE:** April 21, 2022

**TO:** Cahirs of the Special District Board of Directors

**FROM:** John Benoit, LAFCO Executive Officer

**SUBJECT:** Nomination Ballot for Independent Special District Members and Alternate to fill Independent Special District seats on LAFCO

**NOTE:** **THE DISTRICT CHAIR MAY VOTE ON BEHALF OF YOUR DISTRICT BOARD OF DIRECTORS FOR INDEPENDENT SPECIAL DISTRICT MEMBERS TO BE SEATED ON LAFCO**

Calaveras LAFCO is in the process of seeking alternate Independent Special District Board of Director Members to serve on LAFCO to fill an unexpired term.

The Calaveras Local Agency Formation Commission is calling for nominations to seat one Alternate Independent Special District Commissioner to serve on the Local Agency Formation Commission.

The Local Agency Formation Commission is calling for nominations to seat the LAFCo alternate member

**LAFCO is requesting all nominations be received by LAFCO prior to 5:00 PM Friday, May 20, 2022.**

**Not all Independent Special District CHAIR PERSONS will desire or are in any way required to file nominations with LAFCO.**

Independent Special District representatives on LAFCO shall not be an employee of a special district, a City or the County. This nomination is for sitting Special District Board of Director Members only. An independent Special District representative must be able and available to regularly attend Commission meetings and (or) hearings. An Independent Special District member, as are all other Commissioners, is required to file an annual Statement of Economic Interest.

The LAFCO Commission normally meets the third Monday at 6:00 PM of every other month. There is a meeting stipend of \$50.00 per meeting for both regular and alternate members. The alternate member is encouraged to participate in all LAFCO processes but

may only vote when a regular member is not present or otherwise is unable to participate in a given action before LAFCO.

Upon conclusion of this nomination process, depending upon the number of eligible nominations, a ballot to elect the LAFCO representatives may be mailed to the Chair of each Independent Special District. At that time, each Independent Special District Board Chair will have one vote. The nominee receiving the highest number of votes will be seated as an Independent Special District's alternate member representative.

**The nomination period will close on Friday, May 20, 2022. Nomination Ballots must be received by 5:00 PM that day. If your Chair of your Board of Directors desires to nominate one of your sitting Board of Director members to serve on LAFCO, please submit the attached nomination ballot please submit the attached nomination ballot to John Benoit, Executive Officer, P.O. Box 2694 Granite Bay, CA 95746 or by email [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com) If you have any questions please call (209) 754-6511 or 707.592.7528.**

Personal Equipment

Equipment Usually provided by district		Equipment Provided By Employee			
Structure	Wildland	Structure	Wildland	Other	
Coat	Coat	Headlamp	Headlamp	Winter Coat	Class A
Pants	Pants (1st Pair)	Radio Holder	Chest Harness	Extrication Coat	Boot Oil
Boots *	Boots	Hand tool	Water Bottles	Fleece	Shoe Polish
Helmet *	Helmet	Door wedges	Hydration Bladder	Job Shirt	Laundry
Hood *	Shroud	Flashlights	Code 5 Bag	Hat	Bedding
Gloves *	Gloves *	Hose straps	Appropriate Socks	Watch Cap	
Flashlight	Web Gear *	Pocket Organizers	Additional Pants	Warm Gloves	
Glove Strap *	Glove Strap *	Carabiners	Additional Coat	Extrication Gloves	
Suspenders *	Hose Clamp *	Appropriate Socks	Sunglasses	Work Gloves	
	Hand Tool *	Screwdriver		Rope Gloves	
		Pliers		Winter Boots	
		Harness		Rescue Harness	
		Bail-out kit		Swiftwater PDF	
		Ladder Belt		Rescue Helmet	
				Pocket Knife	
				Station Boots	
				PT Gear	
Starred (*) items are often purchased at personal expense for various reasons, i.e. special needs, particular fit, better quality, customization, brand preference.					



April 13, 2022

Dear Valued Customer:

As the wildfire threat in our state has continued to grow, we are reaching out to let you know how we are expanding and evolving our wildfire safety efforts to help keep customers and communities safe. Below are some of the steps we are taking this year to make the electric system safer and more resilient, including new wildfire prevention tools for the powerlines serving you.

### **Protecting Communities Against Growing Wildfire Risk**

We are taking action, using new, advanced tools to prevent wildfires and building the state-of-the-art electric system you deserve. This work includes:

- **NEW FOR 2022: Expanding our Enhanced Powerline Safety Settings (EPSS)** to all powerlines in high fire-risk areas, including the line serving your home or business. These settings automatically turn off power within one-tenth of a second if there is a hazard, like a tree branch falling into powerlines, and are proven to prevent wildfires. Last year, we saw an 80% reduction in ignitions on EPSS-enabled lines, compared to the prior three-year average. We understand that EPSS may result in an unplanned outage where we are unable to notify you in advance, which is why we have more resources available this year than ever before to help support you;
- **Beginning to underground 10,000 miles** of powerlines to improve the safety and reliability of your service;
- **Exceeding state vegetation standards** to prevent trees from falling into powerlines;
- **Continuing to install stronger poles and lines** to make the electric grid safer and more resilient;
- **Reducing the impact of Public Safety Power Shutoffs (PSPS)** with grid updates and weather forecasting improvements that allow us to surgically target shutoffs; and
- **Improving notifications and updates** about when power will be back on, what caused the outage and progress on our wildfire prevention efforts.

### **Helping You Prepare**

While we work to improve the safety of our system, you can visit [pge.com/wildfiresafety](https://pge.com/wildfiresafety) to help prepare for wildfire season, find expanded customer support options and:

- See if you qualify for additional resources like our Medical Baseline Program or expanded Generator & Battery Rebate Program.
- Update your contact information to receive timely outage updates.
- Sign up for Address Alerts to receive PSPS notifications for any additional addresses you care about.
- Create an emergency plan.

We are working every day to improve the safety, resiliency and reliability of our electric system. To share feedback or ask questions, please email us at [wildfiresafety@pge.com](mailto:wildfiresafety@pge.com) or call **1-866-743-6589**.

Sincerely,

PG&E Community Wildfire Safety Team



For translated support in more than 240 additional languages, please contact PG&E at **1-866-743-6589**.

Kathy Gomes  
Auditor-Controller  
(209) 754-6343



891 Mountain Ranch Rd.  
San Andreas, CA 95249

MEMORANDUM

TO: All Special Districts  
FROM: Kathy Gomes, Auditor-Controller  
DATE: Monday, April 4, 2022  
SUBJ: Fiscal Year 2022-23 Recommended Budget Packet

Enclosed is a budget package for each respective District consisting of the following:

1. Special District Recommended Budget Instructions,
2. Schedule 15 Detail Worksheets (Revenue and Expenditure),
3. Recommended Budget Attestation Form,
4. Estimated Revenue for the 2022-23 Budget Year,
  - Revenue, including property tax revenue estimates reflecting assessed value growth, as determined by the Assessor's Office is included. LAFCO fee assessments and an updated version of estimated revenue will be forwarded during the final budget process.
5. District Authorization Signature Forms.
  - Please complete both the District Authorization Form and the District Board Member List. You will need to include a resolution regarding the Authorized Signature form. A sample is included for your reference.

To simplify Special District budgeting, it is suggested that Districts who did not have plans for large expenditures for Fiscal Year 2022-23, adopt their prior year's final budget as their Fiscal Year 2022-23 recommended budget by checking the appropriate box on the Recommended Budget Attestation form. This process would eliminate dual budget processing over such a short period of time. Your District's Final Budget is in Column 4 under Adopted Final Budget.

The County will not be charging for services and Districts will be allowed to borrow for fiscal year 2022-23. Note that **ONLY** Districts who treasure funds with the County may borrow. Borrowing is for limited/short-term cash flow **ONLY**, not deficit budgeting and is limited to anticipated tax distribution. If you have any questions as to what this means, please contact the Auditor's Office.

Budget schedules, forms, and information will be e-mailed to Districts upon request. Please contact the Auditor's Office at 754-6343, or e-mail [ccauditor@co.calaveras.ca.us](mailto:ccauditor@co.calaveras.ca.us) to request this option. For those that have access to our ONESolution systems, attached are screen shots to help assist you with retrieving the report and on how to send to Excel.

**County of Calaveras**  
**Special District Recommended Budget Instructions**  
**Fiscal Year 2022-2023**

1. Complete the Recommended Budget Attestation by selecting one of the two listed options and mark the appropriate box on your attestation form.
  - a. If you choose to have the **Proposed Budget same as adopted Fiscal Year 2021-22 Final Budget**, nothing should be changed on your Schedule 15.
  - b. If you choose to have the **Recommended Budget as approved for Fiscal Year 2022-23**, complete the budget on the Schedule 15 as follows:
    - Complete the entire column #5 (excluding estimated tax revenue and LAFCO contributions) with the Adopted Recommended Budget.
    - **Any calculated EXPENSES should be rounded up and REVENUES should be rounded down to the next whole dollar.**
2. Return the completed original **Attestation Form and Schedule 15** no later than **June 17, 2022** to the Auditor/Controller's Office.

Increases or decreases to reserve accounts should occur during the final budget process.

Estimated revenue amounts for taxes and the contribution for LAFCO will also be forwarded during the final budget process. As has been the procedure since Fiscal Year 2001-02, the Auditor's Office will effectuate a journal entry transfer. Districts objecting to this process must notify the County LAFCO Officer.

NOTE: The Schedule 15's and the Attestation Form are both available in Microsoft® Excel 2007. If you would like to have these forms sent via e-mail, please contact the Auditor's Office at 754-6343 or by e-mail at [CCauditor@co.calaveras.ca.us](mailto:CCauditor@co.calaveras.ca.us).

State Controller Schedules  
 County Budget Act  
 January 2010 Edition, revision #1

COUNTY OF CALAVERAS  
 Special Districts and Other Agencies - Non Enterprise  
 Financing Sources and Uses by Budget Unit by Object  
 Fiscal Year 2022 - 2023  
 Schedule 15  
 Ebbetts Pass Fire 22900010

Detail by Revenue Category and Expenditure Object	2019-2020 Actuals	2020-2021 Actual Estimated	2021-2022 Adopted Final Budget	2022-2023 Recommended by the District Board
(1)	(2)	(3)	(4)	(5)
4010Current Secured Taxes	2,094,904	2,258,972	2,272,844	2,365,793
4013SB2557 Reduction	(44,394)	(42,506)	(42,506)	(36,874)
4015Unitary Taxes	41,651	46,197	55,156	56,245
4017Suppl Current Secured Taxes	27,022	72,970	31,024	24,900
4020Current Unsecured Taxes	27,347	32,418	23,191	28,193
4027Suppl Current Unsecured Taxes	2,891	2,431	2,269	1,408
4040Prior Unsecured Taxes	1,239	1,202	3,472	3,192
4072Transient Occupancy Taxes	40,886	20,768	48,430	-
4077Special Tax Districts	2,446,601	2,508,946	2,571,830	-
4465State Timber Tax	5,787	3,654	-	-
Taxes	4,643,933	4,905,052	4,965,710	-
4300Interest	6,427	20,050	5,000	-
4301Rents and Leases	-	4,200	-	-
Rev from Use of Money/Property	6,427	24,250	5,000	-
4455State Grants	-	-	126,000	-
4456State Grants - Other	-	9,000	-	-
4463State Homeowners Prop Tax Rel	21,457	20,828	22,686	21,243
4472State Aid for Public Safety	23,510	24,877	24,876	-
4479State Other Programs	32,291	31,770	-	-
4542State Firefighter Reimb	88,361	335,022	50,000	-
4543State District Equipment Reimb	-	10,000	5,000	-
4580State Other Aid	119,710	274,272	376,906	-
Intergovernmental Revenue - St	285,329	705,769	605,468	-
4505Federal Grant	-	73,991	24,700	-
4529Federal Miscellaneous	216,746	-	-	-
Intergovernmental Revenue - Fe	216,746	73,991	24,700	-
4642Entailment Fees	-	19,100	-	-
4660Emergency Medical Service	1,060,183	991,504	770,000	-
4679Charges for Current Services	1,112	1,968	10,500	-
4689Training Fees	5,100	9,650	-	-
Charges for Services	1,066,395	1,022,222	780,500	-
4707Gifts/Donations	750	425	-	-
4708Refund - Miscellaneous	82,141	252,183	-	-
4712Other Revenue	22,238	110,586	23,028	-
4713Miscellaneous Revenue	795	-	21,335	-
4724Other Miscellaneous Revenue	15,939	1,273	-	-
4743Refunds - Insurance	-	33,653	-	-
Miscellaneous Revenue	121,863	398,120	44,363	-
4800Sale of Surplus Property	3,500	1,500	-	-
Other Financing Sources	3,500	1,500	-	-
4799Contr from Other Govts	45,925	204,075	-	-
Intergovernmental Rev	45,925	204,075	-	-
	6,390,118	7,334,980	6,425,741	

State Controller Schedules  
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COUNTY OF CALAVERAS  
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 Ebbetts Pass Fire 22900010

Detail by Revenue Category and Expenditure Object	2019-2020 Actuals	2020-2021 Actual Estimated	2021-2022 Adopted Final Budget	2022-2023 Recommended by the District Board
(1)	(2)	(3)	(4)	(5)
5001 Salaries/Wages - Permanent	3,530,912	4,057,159	4,943,272	-
Salaries and Employee Benefits	3,530,912	4,057,159	4,943,272	-
5111 Clothing/Personal Supplies	732,733	714,088	751,196	-
5403 Bank Charges	20	20	-	-
5411 Special Department Expense	79,779	263,399	25,718	-
Services and Supplies	812,532	977,507	776,914	-
5612 Refunds	17,191	25,694	20,747	-
5616 Bad Debts	50	525	-	-
5627 LAFCO Assessment	3,543	3,241	3,213	-
Other Charges	20,784	29,460	23,960	-
5640 Structures/Improvements	211,697	211,697	211,698	-
5701 Capital Equipment	365,681	474,658	366,542	-
Capital Assets	577,378	686,355	578,240	-
	4,941,606	5,750,482	6,322,386	-
<b>NET COST</b>	<b>(1,448,512)</b>	<b>(1,584,499)</b>	<b>(103,355)</b>	-



**COUNTY OF CALAVERAS**  
**Estimated Revenue for 2022-23 Budget Year**  
**as of March 18, 2022**

FUND	DESCRIPTION	4010	4013	4017		4020	4027	4040	4463	TIMBER	Total Est.
		CS Charge <sup>1</sup> as of 3/23/21	SB2557 Fees <sup>2</sup>	4015 Unitary <sup>7</sup>	Curr Sec Sup <sup>3</sup>	Current Unsec <sup>4</sup>	Cur Unsec Sup <sup>5</sup>	Prior Unsec <sup>5</sup>			
10100040	County Genl Fund	14,147,295	-	491,681	148,274	168,594	8,381	19,010	127,033		15,110,268
10200760	Road Fund	1,048,346	(16,454)	34,999	11,001	12,493	622	1,410	9,413		1,101,830
11201660	Airport	14,949	(234)	504	157	178	9	20	134		15,717
11301760	Fire Protection	76,683	(1,259)	6,583	799	914	45	102	689		84,556
20200010	Arnold Lighting	4,688	(78)	246	51	56	3	7	42		5,015
20300010	Moke Hill Lighting	10,535	(173)	347	116	126	7	15	95		11,068
20400010	Murphys Lighting	57,593	(895)	1,717	600	686	34	77	517		60,329
20500010	San Andreas Lighting	23,877	(391)	877	261	285	15	34	214		25,172
20600010	Valley Spring Lighting	10,219	(166)	320	111	122	6	14	92		10,718
20700010	West Point Lighting	2,257	(34)	93	23	27	1	3	20		2,390
21000010	County Service #9	2,028	(33)	75	21	24	1	3	18		2,137
21100010	County Service #1	167,240	(2,617)	4,705	1,760	1,993	99	226	1,502		174,908
21800010	County Service #8	16,557	(258)	436	174	197	10	22	149		17,287
22010010	Central Calaveras Fire	192,640	(2,970)	4,749	2,003	2,296	113	257	1,730		200,818
22020010	Foothill Fire Protection	241,023	(3,747)	4,234	2,547	2,872	144	327	2,164		249,564
22100010	Altaville-Melones Fire	83,544	(1,316)	2,905	879	996	50	113	750		87,921
22200010	Copperopolis Fire	956,000	(14,654)	18,117	9,942	11,393	562	1,275	8,584		991,219
22300010	Jenny Lind Fire	549,684	(8,477)	8,073	5,778	6,551	327	741	4,936		567,613
22400010	Moke Hill Fire	98,662	(1,576)	2,109	1,067	1,176	60	137	886		102,521
22500010	Murphys Fire	305,507	(4,745)	6,593	3,211	3,641	182	412	2,743		317,544
22700010	San Andreas Fire	272,158	(4,347)	6,503	2,937	3,243	166	377	2,444		283,481
22800010	West Point Fire	175,520	(2,630)	3,705	1,779	2,092	101	228	1,576		182,371
22900010	Ebbetts Pass Fire	2,365,793	(36,874)	56,245	24,900	28,193	1,408	3,192	21,243		2,464,100
23100010	Altaville Cemetery	100,461	(1,567)	2,797	1,054	1,197	60	135	902		105,039
23200010	Copperopolis Cemetery	12,294	(190)	282	128	147	7	16	110		12,794
23300010	Moke Hill Cemetery	14,640	(234)	505	156	174	9	20	131		15,401
23400010	Murphys Cemetery	58,956	(926)	1,833	620	703	35	80	529		61,830
23500010	Rail Road Flat Cemetery	2,840	(46)	112	30	34	2	4	26		3,002
23600010	San Andreas Cemetery	29,114	(466)	1,064	310	347	18	40	261		30,688
23800010	Vallecito Cemetery	14,582	(225)	406	151	174	9	19	131		15,247
23900010	West Point Cemetery	31,952	(487)	1,171	324	381	18	41	287		33,667
24100010	Calaveras Public Utility	127,145	(2,047)	4,389	1,368	1,515	77	175	1,142		133,764
24200010	Union Public Utility	137,686	(2,146)	3,922	1,442	1,641	82	185	1,236		144,048
24300010	Valley Springs Sanitary	125,506	(2,031)	3,465	1,367	1,496	77	175	1,127		131,182
25200010	Moke Hill Sanitary	26,065	(428)	859	286	311	16	37	234		27,380
25300010	Murphys Sanitary	132,117	(2,064)	4,271	1,381	1,574	78	177	1,186		138,720
25400010	San Andreas Sanitary	61,464	(1,011)	2,865	668	732	38	86	552		65,394
26100010	Angels Vet Memorial	123,907	(1,916)	3,051	1,293	1,477	73	166	1,113		129,164
26200010	E. Pass Vet Memorial	79,538	(1,245)	2,255	837	948	47	107	714		83,211
26300010	J. Lind Vet Memorial	203,851	(3,181)	4,811	2,148	2,429	121	275	1,830		212,284
26400010	Moke Hill Vet Memorial	12,721	(201)	460	135	152	8	17	114		13,406
26600010	W. Point Vet Memorial	12,188	(188)	405	125	145	7	16	109		12,807
27100010	C.C.W.D.	1,036,676	(16,156)	27,653	10,876	12,354	615	1,394	9,309		1,082,721
27200010	Mark Twain Hospital	1,215,938	(18,949)	32,427	12,757	14,490	721	1,636	10,918		1,269,938
27300010	San Andreas Park & Rec	35,265	(564)	1,318	376	420	21	48	317		37,201

## REVENUE ACCOUNT SUMMARY - FIRE

ACCOUNT DESCRIPTION	REV ACCT		Final Budgeted 2021-22	Budget 2022-23
Current Secured Taxes	4010	F	\$2,272,844	\$2,365,793
Administrative Fee (SB2557 Reduction)	4013	F	(\$42,506)	(\$36,874)
Unitary Taxes	4015	F	\$55,156	\$56,245
Supplemental Current Secured Taxes	4017	F	\$31,024	\$24,900
Current Unsecured Taxes	4020	F	\$23,191	\$28,193
Supplemental Current Unsecured Taxes	4027	F	\$2,269	\$1,408
Prior Unsecured Taxes	4040	F	\$3,472	\$3,192
Transient Occupancy Taxes (TOT)	4072	F	\$45,650	\$45,650
Interest	4300	F	\$5,000	\$5,000
HOPTR	4463	F	\$22,686	\$21,243
Federal Grant - AFG	4505	F	\$15,700	\$0
State Grant - OTS & VFA	4455	F	\$126,000	\$0
Timber Tax	4465	F	\$0	\$0
State Aid for Public Safety (Prop 172)	4472	F	\$24,876	\$24,876
Revenue - State Firefighter Reimbursement	4542	F	\$50,000	\$50,000
Revenue - State Equipment Reimbursement	4543	F	\$5,000	\$5,000
Reimbursement by Retiree for Medical Insurance Premium	4712	F	\$20,835	\$20,835
Charges for Current Services--Ordinance Fees	4679	F	\$500	\$500
Charges for Current Services--CCWD Hydrants	4679	F	\$10,000	\$10,000
Group Insurance Reimbursement	4712		\$23,028	\$23,028
Misc. Revenue	4713	F	\$500	\$500
TRANSFERS FROM TRUST		F		
Emergency Reserve		F		
SCBA Trust Fund		F		
Apparatus Fund		F	\$207,592	\$207,592
Building Fund		F		
TOTALS		F	\$2,902,817	\$2,857,081

## NOTES ON REVENUE ACCOUNTS:

Schedule of Teeter Revenue Allocations: 55% December, 40% April, 5% End of Year

4679 CCWD Hydrants: Payment from CCWD towards reimbursement of hydrant maintenance expenses (labor, materials).

**EXPENDITURE ACCOUNT SUMMARY: OPERATIONS FUND - FIRE**

ACCOUNT DESCRIPTION	No.		Previous Year Adopted Budget 2021-22	BUDGET 2022-23
Salaries/Wages - Permanent	5001.1.001	F	\$1,112,455	\$1,190,865
Extra Hire - Hydrant Maintenance	5001.1.002	F	\$10,000	\$10,000
Extra Hire - Volunteer Intern Program	5001.1.003	F	\$46,506	\$46,506
ST/TF Firefighter Payment	5001.1.004	F	\$50,000	\$50,000
Volunteer Firefighter Response/Relief	5001.1.005	F	\$40,000	\$40,000
UAL Prepayment & Loan	5001.1.049	F	\$226,865	\$101,903
Retirement - PERS	5001.1.050	F	\$270,000	\$164,080
Group Insurance	5001.1.055	F	\$271,500	\$271,500
Uniform Allowance	5001.1.062	F	\$3,600	
Safety Clothing	5111.1.111	F	\$10,000	\$11,090
Safety Equipment	5111.1.115	F	\$6,000	\$6,000
Communications - Radios	5111.1.121	F	\$9,100	\$5,760
Communications - Telephone	5111.1.124	F	\$15,000	\$8,000
Food - Fire Line Meals	5111.1.131	F	\$1,200	\$640
Housekeeping	5111.1.141	F	\$8,000	\$6,800
Insurance - Property/Liability	5111.1.151	F	\$28,148	\$28,148
Insurance - Worker's Compensation	5111.1.153	F	\$30,000	\$31,499
Maintenance - Apparatus	5111.1.181	F	\$59,000	\$59,000
Maintenance - Utilities	5111.1.182	F	\$10,000	\$10,000
Building & Grounds Maintenance	5111.1.201	F	\$26,700	\$16,280
Emergency Care	5111.1.211	F	\$1,275	\$1,275
Memberships	5111.1.221	F	\$8,015	\$8,015
Office Expense	5111.1.241	F	\$12,050	\$12,050
Office Expense - Postage	5111.1.243	F	\$1,000	\$1,000
Office Expense - Copies	5111.1.245	F	\$1,500	\$690
Professional Services	5111.1.271	F	\$33,000	\$33,000
Small Tools/FF Equipment	5111.1.401	F	\$23,000	\$23,000
Small Tools - Hose	5111.1.402	F	\$9,000	\$9,000
Special District Expense	5111.1.411	F	\$17,000	\$17,000
SDE - Health Maintenance	5111.1.412	F	\$4,700	\$4,700
Training	5111.1.422	F	\$12,500	\$12,500
Travel/Education/Training	5111.1.478	F	\$9,000	\$9,000
Transportation Fuel	5111.1.480	F	\$20,000	\$20,000
Utilities-Water/Sewer	5111.1.501	F	\$10,280	\$4,660
Utilities-Electricity	5111.1.504	F	\$11,500	\$5,440
Utilities-Propane	5111.1.505	F	\$20,000	\$10,400
LAFCO Fee	5627.1	F	\$3,180	\$3,180
Structures	5640.1	F	\$211,698	\$271,698
Equipment	5701.1	F	\$237,292	\$254,592
Budgeted Reserve	5703.1	F	22,753	\$97,810
<b>TOTALS</b>		<b>F</b>	<b>2,902,817</b>	<b>\$2,857,081</b>

## Fire Operations

Fiscal Year 2022-23

## SALARIES/WAGES - PERMANENT

ACCOUNT 5001.1.001

	Base Salary			Retirement Benefit	Medicare	TOTAL
<b>Administrative:</b>						
Fire Chief	\$141,499			\$0	\$2,052	\$143,551
Assistant Chief	0			\$0	\$0	\$0
District Secretary	\$83,730			\$3,349	\$1,214	\$88,293
Office Assistant	\$21,948			\$0	\$318	\$22,266
Fire Prevention Officer	\$26,464			\$0	\$384	\$26,847
<b>Line Personnel:</b>						
	Base Salary	Regular Overtime	Holiday Pay	Retirement Benefit	Medicare	
Battalion Chief 1 - Paramedic	\$116,447	\$3,033	\$5,823	\$5,012	\$1,817	\$ 132,132
Battalion Chief 2 - Paramedic	\$116,447	\$3,033	\$5,823	\$5,012	\$1,817	\$132,132
Battalion Chief 3 - EMT	\$98,119	\$2,556	\$4,906	\$0	\$1,531	\$107,112
Captain 1 - EMT	\$95,943	\$2,499	\$4,798	\$4,130	\$1,497	\$108,867
Captain 2 - Paramedic	\$110,334	\$2,874	\$5,517	\$4,749	\$1,722	\$125,196
Captain 3 - Paramedic	\$106,913	\$2,785	\$5,346	\$4,602	\$1,668	\$121,314
Paychex Payroll Service	\$3,500					\$3,500
<b>Relief, Project and Contingency Overtime</b>	\$179,656					\$179,656
<b>TOTAL</b>	<b>\$1,101,000</b>	<b>\$16,780</b>	<b>\$32,213</b>	<b>\$26,854</b>	<b>\$14,019</b>	<b>\$1,190,865</b>

## Unfunded Accrued Liability (UAL) Loan

ACCOUNT 5001.1.049

UAL and Loan Payment by Position/Rate Type	Safety & Misc.		Safety & Misc.		TOTAL
	CLASSIC UAL	PEPRA UAL	CLASSIC Loan	PEPRA Loan	
Fire Chief		\$50		\$200	\$250
District Secretary	\$477		\$7,216		\$7,693
Battalion Chief	\$1,961	\$50	\$35,523	\$200	\$37,734
Captain	\$2,941		\$53,285	\$0	\$56,226
<b>TOTAL</b>	<b>\$5,379</b>	<b>\$100</b>	<b>\$96,024</b>	<b>\$400</b>	<b>\$101,903</b>

## RETIREMENT - CalPERS

ACCOUNT 5001.1.050

PERS Rate Plan	Classic		PEPRA		TOTAL
Fire Chief - Safety			\$18,084		\$18,084
District Secretary - Misc.	\$7,226				\$7,226
Office Assistant, Fire Prev Officer	\$0		\$0		\$0
Battalion Chief 1 - Paramedic - Safety	\$25,863		\$0		\$25,863
Battalion Chief 2 - Paramedic - Safety	\$25,863		\$0		\$25,863
Battalion Chief 3 - EMT - Safety	\$0		\$13,493		\$13,493
Captain 1 - EMT - Safety	\$21,309		\$0		\$21,309
Captain 2 - Paramedic - Safety	\$24,505		\$0		\$24,505
Captain 3 - Paramedic - Safety	\$23,745		\$0		\$23,745
Contingency/Out of Class Pay	\$3,994				\$3,994
<b>TOTAL</b>	<b>\$132,504</b>	<b>\$0</b>	<b>\$31,577</b>	<b>\$0</b>	<b>\$164,080</b>

\*Includes uniform allowance special compensation.

Classic Misc. Plan Rate: 8.630% Classic Safety Plan Rate: 20.640%

PEPRA Misc. Plan Rate: 7.470% PEPRA Safety Fire Plan: 12.780%

## FIRE OPERATIONS

### LAFCO FEES

ACCOUNT 5627

ACCOUNT 5627	Fee				TOTAL
LAFCO	\$3,180				\$3,180
<b>TOTALS</b>	<b>\$3,180</b>				<b>\$3,180</b>

### STRUCTURES

ACCOUNT 5640

ACCOUNT 5640	New Station 1	Station Improvements		TOTAL
Station 1 Loan Payment	\$211,698			\$211,698
Repair Gutters & Construct Snow Covers		\$60,000		\$60,000
Contingencies	\$0			\$0
<b>TOTALS</b>	<b>\$211,698</b>	<b>\$60,000</b>		<b>\$271,698</b>

### EQUIPMENT

ACCOUNT 5701

ACCOUNT 5701	Fire Suppression Structural	Emergency Response	Administrative Vehicle & Eqpt.	Operations	TOTAL
Engine - Loan Payment	\$92,592				\$92,592
Utility Vehicle - Batt Chief			\$15,000		\$15,000
Air Trailer (Mutual Aid Participation)				\$17,000	\$17,000
Loader (snow removal)				\$130,000	\$130,000
					\$0
					\$0
<b>TOTALS</b>	<b>\$92,592</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$147,000</b>	<b>\$254,592</b>

## REVENUE ACCOUNT SUMMARY - Ambulance Transport

ACCOUNT DESCRIPTION	REVENUE ACCOUNT	Budgeted Revenue 2021-22	Final Budget 2022-23
Special Tax	4077	A 829,650	\$829,650
EMS Transport Revenue	4660	A 770,000	\$770,000
State Grant - COVID-19	4455	A -	\$0
Other Programs - State (GEMT)	4479	A -	\$0
State Other Aid (IGT)	4580	A 376,906	\$376,906
Grant (AFG) - Generator	4505	A 9,000	\$9,000
Special Tax - Sustain ALS within District	4077	S 997,193	\$997,193
TRANSFER FROM Sta. 3 A TRUST		-	\$0
<b>TOTALS</b>		<b>A \$2,982,749</b>	<b>\$2,982,749</b>

## EXPENDITURE ACCOUNT SUMMARY - Ambulance Transport

ACCOUNT DESCRIPTION	ACCT No.	Budgeted 2021-22	Final Budget 2022-23
Salaries/Wages - Permanent	5001.3.001	A 1,320,000	\$1,577,421
UAL Prepayment & Loan	5001.3.049	A 214,635	\$96,216
Retirement	5001.3.050	A 281,185	\$181,801
Group Insurance	5001.3.055	A 389,920	\$389,920
Uniform Allowance	5001.3.062	A 6,000	
Safety Clothing	5111.3.111	A 15,000	\$13,860
Safety Equipment	5111.3.115	A 2,250	\$2,250
Communications - Radios	5111.3.121	A 4,500	\$7,200
Communications - Telephones	5111.3.124	A 5,175	\$10,000
Food	5111.3.131	A 400	\$800
Housekeeping	5111.3.141	A 6,000	\$8,500
Insurance - Property, Liability	5111.3.151	A 22,518	\$22,518
Insurance - Worker's Comp	5111.3.153	A 23,500	\$25,092
Maintenance - Ambulances	5111.3.183	A 31,250	\$31,250
Building & Grounds Maintenance	5111.3.201	A 5,000	\$20,350
Emergency Care	5111.3.211	A 43,080	\$43,080
Professional Memberships	5111.3.221	A 150	\$150
Office Expense	5111.3.241	A 4,800	\$4,800
Office Expense - Copies	5111.3.245	A 215	\$860
Professional Services	5111.3.271	A 69,934	\$69,934
Small Tools - ALS	5111.3.401	A 7,050	\$7,050
Special District Expense	5111.3.411	A 8,800	\$8,800
SDE - Health Maintenance	5111.3.412	A 13,100	\$13,100
SDE - Admin. Fee / GEMT Admin Fee	5111.3.413	A 3,800	\$3,800
Training	5111.3.422	A 12,000	\$12,000
Travel/Education/Training	5111.3.478	A 4,500	\$4,500
Fuel	5111.3.480	A 22,000	\$22,000
Utilities-Water/Sewer	5111.3.501	A 1,350	\$5,815
Utilities-Electricity	5111.3.504	A 2,100	\$6,800
Utilities-Propane	5111.3.505	A 5,000	\$13,000
Special Tax Handling Fee	5411.3	A 22,093	\$22,093
Refund Overpayment	5612.3	A 20,747	\$20,747
Structures	5640.3	A 0	\$0
Equipment	5701.3	A 129,250	\$282,300
Budgeted Reserve	5703.3	A 285,447	\$ 54,742
<b>TOTALS</b>		<b>A 2,982,749</b>	<b>\$2,982,749</b>

**Ambulance Transport**

Fiscal Year 2022-23

**SALARIES/WAGES**

ACCOUNT 5001.3.001

ACCOUNT 5001.3.001	Base Salary	Regular Overtime	Holiday Pay	Retirement Benefit	Employer Medicare	Total
Engineer Medic/EMT 1	\$72,918	\$1,900	\$3,646	\$0	\$1,138	\$79,602
Engineer Medic/EMT 2	\$82,709	\$2,155	\$4,136	\$3,560	\$1,291	\$93,851
Engineer Medic/EMT 3	\$82,709	\$2,155	\$4,136	\$3,560	\$1,291	\$93,851
Medic/EMT 1	\$81,996	\$2,136	\$4,100	\$3,529	\$1,279	\$93,041
Medic/EMT 2	\$81,996	\$2,136	\$4,100	\$3,529	\$1,279	\$93,041
Medic/EMT 3	\$69,090	\$1,800	\$3,455	\$0	\$1,078	\$75,423
Medic/EMT 4	\$66,948	\$1,744	\$3,348	\$0	\$1,045	\$73,085
Medic/EMT 5	\$72,290	\$1,883	\$3,615	\$0	\$1,128	\$78,916
Medic/EMT 6	\$65,437	\$1,825	\$3,503	\$0	\$1,026	\$71,791
Medic/EMT 7	\$65,437	\$1,825	\$3,503	\$0	\$1,026	\$71,791
Medic/EMT 8	\$65,437	\$1,825	\$3,503	\$0	\$1,026	\$71,791
Medic/EMT 9	\$65,437	\$1,825	\$3,503	\$0	\$1,026	\$71,791
Medic/EMT 10	\$65,437	\$1,825	\$3,503	\$0	\$1,026	\$71,791
Medic/EMT 11	\$60,911	\$1,587	\$3,046	\$0	\$950	\$66,494
Medic/EMT 12	\$65,437	\$1,825	\$3,506	\$0	\$1,026	\$71,794
Longevity Pay						\$0
Relief, Project and Contingency Overtime	\$392,000				\$3,300	\$395,300
Paychex Payroll Fee	\$4,000				\$69	\$4,069
<b>TOTAL</b>	<b>\$1,460,189</b>	<b>\$28,446</b>	<b>\$54,603</b>	<b>\$14,179</b>	<b>\$20,004</b>	<b>\$1,577,421</b>

**Unfunded Accrued Liability (UAL) Loan**

ACCOUNT 5001.3.049

ACCOUNT 5001.3.049 UAL and Loan Payment by Position/Rate Type	Safety		Safety		Total
	CLASSIC UAL	PEPRA UAL	CLASSIC Loan	PEPRA Loan	
					\$0
					\$0
Paramedic/EMT	\$4,902	\$502	\$88,807	\$2,005	\$96,216
<b>TOTAL</b>	<b>\$4,902</b>	<b>\$502</b>	<b>\$88,807</b>	<b>\$2,005</b>	<b>\$96,216</b>

**RETIREMENT**

ACCOUNT 5001.3.050

ACCOUNT 5001.3.050	PERS Classic		PERS PEPRA		Contingency	Total
Engineer Medic/EMT 1	\$0		\$10,028			\$10,028
Engineer Medic/EMT 2	\$18,370		\$0			\$18,370
Engineer Medic/EMT 3	\$18,370		\$0			\$18,370
Medic/EMT 1	\$18,211		\$0			\$18,211
Medic/EMT 2	\$18,211		\$0			\$18,211
Medic/EMT 3	\$15,345		\$0			\$15,345
Medic/EMT 4	\$0		\$9,207			\$9,207
Medic/EMT 5	\$0		\$9,941			\$9,941
Medic/EMT 6	\$0		\$9,044			\$9,044
Medic/EMT 7	\$0		\$9,044			\$9,044
Medic/EMT 8	\$0		\$9,044			\$9,044
Medic/EMT 9	\$0		\$9,044			\$9,044
Medic/EMT 10	\$0		\$9,044			\$9,044
Medic/EMT 11	\$0		\$8,377			\$8,377
Medic/EMT 12	\$0		\$9,044			\$9,044
PERS - Out of Class Pay	\$1,480		\$0			\$1,480
<b>TOTAL</b>	<b>\$89,986</b>	<b>\$0</b>	<b>\$91,815</b>	<b>\$0</b>	<b>\$0</b>	<b>\$181,801</b>

**Ambulance Transport**

**FY 2022-23**

**SPECIAL DISTRICT EXPENSE**

**Special Tax Handling Fee**

**ACCOUNT 5411 A**

	Fee (A)	Fee (S)	TOTAL
County Auditor			
Special Tax Handling Fee (1%)	\$8,297		\$8,297
Special Tax Handling Fee (1%)		\$13,797	\$13,797
<b>TOTAL</b>	<b>\$8,297</b>	<b>\$13,797</b>	<b>\$22,093</b>

**Refunds**

**ACCOUNT 5612 A**

	Transport Overpayments	GEMT QAF	TOTAL
Refund Overpayment	\$5,000		\$5,000
Refund		\$15,747	\$15,747
<b>TOTAL</b>	<b>\$5,000</b>	<b>\$15,747</b>	<b>\$20,747</b>

**STRUCTURES**

**ACCOUNT 5640 A**

	Station 3		TOTAL
Property Purchase	\$0		\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**EQUIPMENT**

**ACCOUNT 5701 A**

	Vehicle	Equipment	Station	TOTAL
Ambulance	\$260,000 (IGT)			\$260,000
Generator		(AFG)	\$10,300	\$10,300
Automatic Vehicle Locator (AVL)		\$12,000		\$12,000
<b>TOTALS</b>	<b>\$260,000</b>	<b>\$12,000</b>	<b>\$10,300</b>	<b>\$282,300</b>



## REVENUE ACCOUNT SUMMARY - Engine Paramedic

ACCOUNT DESCRIPTION	REV ACCT		Budgeted 2021-22	Final Budget 2022-23
Special Tax	4077	P	362,500	\$362,500
Special Tax - Sustain ALS within District	4077	S	382,487	\$382,487
TRANSFER FROM EMS/P TRUST			-	\$0
<b>TOTALS</b>		<b>P</b>	<b>744,987</b>	<b>\$744,987</b>

Schedule of Teeter Revenue Allocations: 55% December, 40% April, 5% End of Year
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## EXPENDITURE ACCOUNT SUMMARY - Engine Paramedic Program

ACCOUNT DESCRIPTION	ACCT No.		Final Budget 2021-22	Preliminary Budget 2022-23
Salaries/Wages - Permanent	5001.2.001	P	355,300	\$408,380
UAL Prepayment & Loan	5001.2.049	P	124,317	\$56,226
Retirement	5001.2.050	P	120,989	\$61,178
Group Insurance	5001.2.055	P	98,800	\$98,800
Uniform Allowance	5001.2.062	P	1,200	
Safety Clothing	5111.2.111	P	2,725	\$2,775
Safety Equipment	5111.2.115	P	1,000	\$1,000
Communications - Radios	5111.2.121	P	800	\$1,440
Communications - Telephones	5111.2.124	P	480	\$2,000
Food	5111.2.131	P	0	\$160
Housekeeping	5111.2.141	P	1,900	\$1,700
Insurance - Property, Liability	5111.2.151	P	5,630	\$5,630
Insurance - Worker's Comp	5111.2.153	P	7,020	\$7,495
Maintenance - Apparatus	5111.2.181	P	2,900	\$2,900
Building & Grounds Maintenance	5111.2.201	P	0	\$4,070
Copier Maintenance	5111.2.245	P	0	\$175
Professional Services	5111.2.271	P	2,200	\$2,200
Special District Expense	5111.2.411	P	700	\$700
SDE - Health Maintenance	5111.2.412	P	1,500	\$1,500
Training	5111.2.422	P	4,000	\$4,000
Travel/Education/Training	5111.2.478	P	2,700	\$2,700
Fuel	5111.2.480	P	7,200	\$7,200
Utilities - Water/Sewer	5111.2.501	P	0	\$1,165
Utilities - Electrical	5111.2.504	P	0	\$1,360
Utilities - Propane	5111.2.505	P	0	\$2,600
Special Tax Collection Fee	5411.2	P	3,625	\$3,625
Budgeted Reserve	5703.2	P	0	\$ 64,008
<b>TOTALS</b>		<b>P</b>	<b>744,986</b>	<b>\$744,987</b>

**ENGINE PARAMEDIC**

Fiscal Year 2022-23

**SALARIES/WAGES**

**ACCOUNT 5001.2.001**

ACCOUNT 5001.2.001	Base Salary	Regular Overtime	Holiday Pay	Retirement Benefit	Medicare	Total
Engineer Paramedic 1	\$86,539	\$2,254	\$4,327	\$3,725	\$1,350	\$98,195
Engineer Paramedic 2	\$92,167	\$2,401	\$4,608	\$3,967	\$1,438	\$104,581
Engineer Paramedic 3	\$92,167	\$2,401	\$4,608	\$3,967	\$1,438	\$104,581
Relief, Project and Contingency Overtime	\$100,000					\$100,000
Paychex Payroll Fee	\$1,023					\$1,023
<b>TOTAL</b>	<b>\$371,896</b>	<b>\$7,056</b>	<b>\$13,543</b>	<b>\$11,659</b>	<b>\$4,226</b>	<b>\$408,380</b>

**Unfunded Accrued Liability (UAL) Loan**

**ACCOUNT 5001.2.049**

ACCOUNT 5001.2.049 UAL and Loan Payment by Position/Rate Type	Safety		Safety		Total
	CLASSIC UAL	PEPRA UAL	CLASSIC Loan	PEPRA UAL	
Engineer Paramedic	\$2,941		\$53,285	\$0	\$56,226
<b>TOTAL</b>	<b>\$2,941</b>	<b>\$0</b>	<b>\$53,285</b>	<b>\$0</b>	<b>\$56,226</b>

**RETIREMENT**

**ACCOUNT 5001.2.050**

ACCOUNT 5001.2.050	PERS Classic		PERS PEPRA		Contingency	Total
Engineer Paramedic 1	\$19,220		\$0			\$19,220
Engineer Paramedic 2	\$20,470		\$0			\$20,470
Engineer Paramedic 3	\$20,470		\$0			\$20,470
PERS - Out of Class Pay	\$1,018					\$1,018
						\$0
<b>TOTAL</b>	<b>\$61,178</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,178</b>

Classic Safety Plan Rate: 20.640% PEPRA Safety Fire Plan: 12.780%

**GROUP HEALTH INSURANCE**

**ACCOUNT 5001.2.055**

ACCOUNT 5001.2.055	Paramedics (3)					Total
Medical	\$91,992					\$91,992
Vision	\$756					\$756
Dental	\$5,220					\$5,220
Life	\$360					\$360
Group Accident	\$472					\$472
<b>TOTAL</b>	<b>\$98,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$98,800</b>

**UNIFORM ALLOWANCE**

**ACCOUNT 5001.2.062**

ACCOUNT 5001.2.062						
This account is now deleted as each individual's hourly pay includes uniform purchase and care.						

# Ebbetts Pass Fire District



## 5 Year Capital Outlay

Approved:

Next Review: March / April 2023

### Fiscal Year 2022/23

- ⊗ Replace Loader \$130,000
- ⊗ M435 Ambulance \$260,000
- ⊗ Station 1 Repair Gutters and Construct Snow Covers (AC units, dumpsters, and BBQ area including adjacent AC units) \$60,000
- ⊗ Utility 415 completion \$15,000

### Fiscal Year 2023/2024

- ⊗ ALS Monitor (1) \$33,000
- ⊗ Extrication tool set \$40,000

### Fiscal Year 2024/25

- ⊗ Turnout PPE \$65,000
- ⊗ Replace Engine 437 \$650,000

### Fiscal Year 2025/26

- ⊗ Replace Medic 437 \$270,000
- ⊗ Station 3 Construction \$X,XXX,XXX

### Fiscal Year 2026/27

- ⊗ Replace Engine 436 \$500,000

56-Hours/Week PERSONNEL PAY SCHEDULE

2022-23

Effective 07/01/22

Includes 5.0% COLA increase to FY 2021-22				CLASS	STEP						
				LEVEL	1	2	3	4	5	6	
Interval*					1 Year	1 Year	1 Year	1 Year	1 Year	1 Year	
FIREFIGHTER	Firefighter EMT	Annual for 56 hours/week	Regular OT		1,586.40	1,637.17	1,689.56	1,743.62	1,799.42	1,857.00	
			Holiday Pay		3,045.56	3,143.02	3,243.59	3,347.39	3,454.51	3,565.05	
			Shift Personnel		60,911.20	62,860.36	64,871.89	66,947.79	69,090.12	71,301.00	
				Hourly Rate	FE	20.86	21.53	22.22	22.93	23.66	24.42
	Firefighter Paramedic 1	Annual for 56 hours/week	Regular OT		1,824.36	1,882.74	1,942.99	2,005.17	2,069.33	2,135.55	
			Holiday Pay		3,502.39	3,614.47	3,730.13	3,849.50	3,972.68	4,099.81	
Shift Personnel				70,047.88	72,289.41	74,602.67	76,989.96	79,453.64	81,996.15		
			Hourly Rate	FP1	23.99	24.76	25.55	26.37	27.21	28.08	
ENGINEER	Engineer EMT	Annual for 56 hours/week	Regular OT		1,840.23	1,899.11	1,959.89	2,022.60	2,087.33	2,154.12	
			Holiday Pay		3,532.85	3,645.90	3,762.57	3,882.97	4,007.23	4,135.46	
			Shift Personnel		70,656.99	72,918.02	75,251.39	77,659.44	80,144.54	82,709.16	
				Hourly Rate	EE	24.20	24.97	25.77	26.60	27.45	28.33
	Engineer Paramedic 2	Annual for 56 hours/week	Regular OT		2,116.26	2,183.98	2,253.87	2,325.99	2,400.43	2,477.24	
			Holiday Pay		4,062.78	4,192.79	4,326.96	4,465.42	4,608.31	4,755.78	
Shift Personnel				81,255.54	83,855.72	86,539.10	89,308.35	92,166.22	95,115.54		
			Hourly Rate	EP2	27.83	28.72	29.64	30.59	31.56	32.57	
Engineer Paramedic 1	Annual for 56 hours/week	Regular OT		2,118.57	2,177.46	2,238.23	2,300.95	2,365.67	2,432.46		
		Holiday Pay		4,067.21	4,180.26	4,296.93	4,417.33	4,541.59	4,669.82		
		Shift Personnel		81,344.19	83,605.22	85,938.59	88,346.64	90,831.74	93,396.36		
			Hourly Rate	EP1	27.86	28.63	29.43	30.26	31.11	31.99	
CAPTAIN	Captain EMT	Annual for 56 hours/week	Regular OT		2,134.66	2,202.97	2,273.47	2,346.22	2,421.30	2,498.78	
			Holiday Pay		4,098.11	4,229.24	4,364.58	4,504.25	4,648.38	4,797.13	
			Shift Personnel		81,962.11	84,584.90	87,291.62	90,084.95	92,967.66	95,942.63	
				Hourly Rate	CE	28.07	28.97	29.89	30.85	31.84	32.86
	Captain Paramedic 2	Annual for 56 hours/week	Regular OT		2,454.86	2,533.42	2,614.49	2,698.15	2,784.49	2,873.60	
			Holiday Pay		4,712.82	4,863.63	5,019.27	5,179.88	5,345.64	5,516.70	
Shift Personnel				94,256.43	97,272.63	100,385.36	103,597.69	106,912.81	110,334.02		
			Hourly Rate	CP2	32.28	33.31	34.38	35.48	36.61	37.79	
Captain Paramedic 1	Annual for 56 hours/week	Regular OT		2,413.01	2,481.32	2,551.81	2,624.56	2,699.64	2,777.12		
		Holiday Pay		4,632.47	4,763.60	4,898.94	5,038.61	5,182.74	5,331.49		
		Shift Personnel		92,649.31	95,272.10	97,978.82	100,772.15	103,654.86	106,629.83		
			Hourly Rate	CP1	31.73	32.63	33.55	34.51	35.50	36.52	
BATTALION CHIEF	Batt Chief EMT	Annual for 56 hours/week	Regular OT		2,476.21	2,555.45	2,637.22	2,721.61	2,808.71	2,898.58	
			Holiday Pay		4,753.80	4,905.92	5,062.91	5,224.93	5,392.12	5,564.67	
			Shift Personnel		95,076.05	98,118.48	101,258.27	104,498.54	107,842.49	111,293.45	
				Hourly Rate	BCE	32.56	33.60	34.68	35.79	36.93	38.11
	Batt Chief Paramedic 2	Annual for 56 hours/week	Regular OT		2,847.64	2,938.77	3,032.81	3,129.86	3,230.01	3,333.37	
			Holiday Pay		5,466.87	5,641.81	5,822.35	6,008.67	6,200.94	6,399.37	
Shift Personnel				109,337.46	112,836.25	116,447.01	120,173.32	124,018.87	127,987.47		
			Hourly Rate	BCP2	37.44	38.64	39.88	41.16	42.47	43.83	
Batt Chief Paramedic 1	Annual for 56 hours/week	Regular OT		2,754.55	2,833.79	2,915.57	2,999.96	3,087.05	3,176.93		
		Holiday Pay		5,288.16	5,440.28	5,597.27	5,759.29	5,926.48	6,099.03		
		Shift Personnel		105,763.25	108,805.68	111,945.47	115,185.74	118,529.69	121,980.65		
			Hourly Rate	BCP1	36.22	37.26	38.34	39.45	40.59	41.77	

\*Minimum amount of time at this step.

Shaded area indicates annual amount.

Paramedic 1 indicates rank placement for promoting Firefighter-Paramedics hired after 11/15/2016; Paramedic 2 for those hired prior to 11/15/2016.

FIRE CHIEF PAY SCHEDULE

2022-23

Includes 5% COLA increase to FY 2021-22			1	2	3	4	5	6
			6 Months	1 Year	1 Year	1 Year	1 Year	1 Year
FIRE CHIEF	Annual Salary for 40 hr/wk		120,274	124,239	128,351	132,587	136,970	141,499
	Per Month		10,023	10,353	10,696	11,049	11,414	11,792
	Hourly Rate		57.63	59.53	61.50	63.53	65.63	67.80

ADMINISTRATIVE PAY SCHEDULE

2022-23

Includes 5% COLA increase to FY 2021-22				CLASS	STEP					
				LEVEL	1	2	3	4	5	6
Interval*					1 Year	1 Year	1 Year	1 Year	1 Year	1 Year
Fire Prevention Officer	Limited Position	Annual Salary for 40 hr/wk			46,978	48,544	50,151	51,799	53,511	55,285
	Not to Exceed 999 hours	Hourly Rate	FPO		22.51	23.26	24.03	24.82	25.64	26.49
District Secretary		Annual Salary for 40 hr/wk			71,167	73,525	75,946	78,450	81,059	83,730
		Hourly Rate	DS		34.10	35.23	36.39	37.59	38.84	40.12
Assistant District Secretary	Limited Position	Annual Salary for 40 hr/wk			43,660	45,100	46,582	48,126	49,712	51,361
	Not to Exceed 999 hours	Hourly Rate	ADS		20.92	21.61	22.32	23.06	23.82	24.61

Step Percentage Increase:	3.2%	Percentage for Firefighter-Paramedic:	15.0%
Rank Percentage Increase:	16.0%	(Firefighter to Engineer, Engineer to Captain, and Captain to Battalion Chief)	
For Paramedic Advancing to Higher Rank than Firefighter that was hired after 11/15/16, the 15.0% not applicable but an Additional Amount: +3.66 added to hourly rate (the difference between top stop FF and FFP).			

Fire Chief Pay Schedule

To reset Fire Chief at 16% above BCP 2P step 6

BCP 2P Step 6:	121980.65
+ 16%	141497.55

Changed FC Step 6 hourly to 67.90 which multiplied out to 141,499.

Backed into each of the lower step hourly amounts by multiplying hourly rate times .968 and to get Step 4 and continued from there to Step 1.

Administrative Pay Schedule

Removed Steps 1-4 making Step 5 be the new Step 1 for FPO and Dist Sec and only 6 steps.

Added Step 6 for ADS.

Used 3.2% between each step.

Used factor of 2.56 from Fire Chief's salary amount to set top stop FPO

Used factor of 1.69 from Fire Chief's salary amount to set top stop DS

Used factor of 1.63 from District Secretary's salary amount to set top stop ADS

Used the .968 times hourly rates to back down to set each step down to Step 1.

Current Step Placement 2021-22:

MRJ	5	64.71
CH	10	38.21
JLL	10	25.27
EF	2	21.46

Step Placement 2022-23:

MRJ	6	67.80
CH	6	40.12
JLL	6	26.49
EF	3	22.32

For 2022-23 Budget - Longevity:

EE:	Months	%
MOD	12	5%
RMH	3	3%
RMH	9	5%
JCC	12	5%
SBB	12	3%
RJR	12	3% without additional years for volunteer time
JTE	0	without additional years for volunteer time



# Ebbetts Pass Fire District

TO: Ebbetts Pass Fire District Board

DATE: May 12, 2022

FROM: Mike Johnson – Fire Chief

SUBJECT: Longevity Pay request for Cheryl Howard

Recent labor negotiations between Local 3581 International Association of Fire Fighters Union and the Ebbetts Pass Fire District Board of Directors introduced a concept of Longevity for tenured employees at year 17 of employment with the District. I am requesting your consideration of a non-union individual, our District Secretary, Cheryl Howard to receive this benefit as well. Cheryl has provided over 30 years of excellent service to our agency. Furthermore, it is my recommendation that she receive the full 12%, an amount that is parity of those who are of the same salary within the Local 3581 ranks. Thank you for your consideration.

Sincerely,

Mike Johnson, Fire Chief  
Ebbetts Pass Fire District

# MEMORANDUM OF UNDERSTANDING

Ebbetts Pass Fire District

and

Ebbetts Pass Firefighter's Local #3581

The Board of Directors of the Ebbetts Pass Fire District and Ebbetts Pass Firefighter's Local #3581 have met and conferred in good faith in accordance with the Meyers-Milias-Brown Act, Government Code section 3500 et seq. regarding wages, hours and other terms and conditions of employment for employees of the Ebbetts Pass Fire District in the representation unit identified in Section 1.

The purpose of this Memorandum of Understanding ("MOU") is to achieve and maintain harmonious relations between the Ebbetts Pass Fire District and the Ebbetts Pass Firefighter's Local #3581, to provide for equitable and peaceful adjustment of differences which may arise between the parties, and to establish wages, hours and other conditions of employment for employees covered by this agreement.

This MOU shall be effective as of the date of execution and shall continue in full force and effect until modified by mutual agreement of the parties through the meet and confer process.

## MEMORANDUM OF UNDERSTANDING

### **Section 1: Recognition, Management Rights and Union Business**

#### **1.1 Ebbetts Pass Fire District Representation**

The Board of Directors or those Board members duly authorized and appointed by the Board shall represent the Ebbetts Pass Fire District during the meet and confer process. The MOU shall be deemed binding upon action by the majority vote of the Board. The Ebbetts Pass Fire District as represented by the Board of Directors shall be hereinafter referred to as the "District."

## **1.2 Union Representation**

The District herein recognizes the Ebbetts Pass Fire District Firefighters Local #3581 International Association of Firefighters, hereinafter referred to as the "Union" as the exclusive bargaining agent for all uniformed, full-time 24-hour and 40 hour sworn personnel in the following classifications; Battalion Chief, Fire Captain, Fire Engineer, Firefighter/Paramedic, and Firefighter.

## **1.3 Management Rights**

Agreement to this MOU does not preclude the District from properly exercising its right to effectively manage the District, make decisions, determine the number of employees needed to perform a service, determine the mission or goals of the District or to exercise any management right presently accorded to the District by law. The District will abide by the Meyers-Milias-Brown Act to the extent required before exercising any management right.

## **1.4 Union Business**

Employees designated by the Union to serve as Union representatives shall be granted unpaid time off to perform their Union functions. However, a maximum of two on-duty Union representatives shall be granted time off without the loss of pay and benefits to engage in the meet and confer process with the District or to appear and/or testify in matters before the Public Employment Relations Board as specified in Government Code section 3505.3.

## **Section 2: Non Discrimination**

### **2.1 Discrimination**

The District and Union agree there shall be no discrimination of any kind because of race, creed, color, religion, national origin, sex, disability, political affiliation, ancestry, physical disability, mental disability, medical condition, marital status, age, sexual orientation, gender identity, or legitimate Union activity against any employee.



## **Section 3: Policies, Procedures and Maintenance of Benefits**

### **3.1 Policies and Procedures**

All District rules and regulations have been incorporated into the Ebbetts Pass Fire District Policy Handbook. Employees are expected to become familiar with all District policies, procedures and regulations contained in the Handbook and this MOU. The District agrees that any policy changes or additions affecting working conditions are subject to meet and confer and are not valid until such has occurred.

### **3.2 Maintenance of Benefits**

All existing benefits and beneficial practices currently enjoyed by Union members and/or the District shall continue in full force and effective without change unless modified by mutual agreement of the parties.

### **3.3 Change of Working Conditions**

The District shall meet and confer with respect to the creation of any new or modified resolutions, ordinances, policies, requirements and qualifications impacting or changing working conditions for Union members that are not covered by this MOU.

### **3.4 Opening the MOU.**

Unless both parties agree to limit negotiations to a single provision or subject covered by this MOU, a request by either party to open the MOU and bargain for changes shall open ALL provisions of the MOU for negotiations. Opening the MOU shall be done in accordance with section 7.5.

## **Section 4: Mandatory Minimum Requirements for Continued Employment**

### **4.1 Definition**

The District and the Union agree that mandatory minimum requirements for continued employment are generally those qualifications, certifications, skills and abilities required, both by law and District policy, that ensures the District's compliance with state and federal mandates and an employee's ability to carry out his/her duties and responsibilities. Mandatory minimum requirements for continued employment are generally outlined within a particular job description under "scope of employment" and/or within the MOU.

## **4.2 Specific Mandatory Minimum Requirements**

Employees are required to possess/maintain the following:

- Minimum valid Class C Driver's License with a Firefighters Endorsement
- Current EMT-1 Certification
- Current CPR Certification
- Employees hired as Paramedics must maintain currency of all licenses, accreditations and related medical certifications as required by the State of California, the Local EMS Agency and the District.
- Satisfactory Level of Physical Fitness as determined by the District's Wellness and Physical Fitness Program, required biannual physical (under 40 years of age) and/or annual physical (over 40 years of age)
- Hazardous Materials Operations Level as of 1/97.

## **4.3 Changes to the Specific Mandatory Minimum Requirements - Redefining of Standards**

The District and Union agree that employees may be required to complete additional training to meet the certification requirements of new state, federal and/or local mandates and shall be required to maintain such certifications henceforth.

The District agrees that no employee shall be separated from employment or otherwise disciplined based solely on failing to satisfy a new or modified mandatory minimum requirement without affording the employee reasonable opportunities to satisfy the new or modified requirement. The District agrees to meet and confer with the Union and affected employees on a plan that will allow employees to satisfy the new or modified requirement.

## **Section 5: Wages, Hours of Work, Benefits**

### **5.1 Wages**

Employees covered under this MOU shall be paid in accordance with the attached Addendum "A" pay schedule and salary adjustments listed within this MOU. The District hereby adopts Addendum "A" as the method for determining classifications and pay steps for employees.

5.1-a. The District agrees to increase the compensation and pay steps for each classification in July of each year by the amount equal to the cumulative increase in the Consumer Price Index - West (CPI-U West) during the preceding 12 months (based on December-December of the previous year), up to a maximum of 5% (Cost of Living Adjustment or "COLA"). In the event the 12-month cumulative increase in the Consumer Price Index-West (CPI-U West) exceeds 5%, the District and Union agree to meet and confer on whether to grant a COLA for that year that is equal to the actual Consumer Price Index-West (CPI-U West). No other provisions of this MOU shall be opened for negotiation.

5.1-b Paramedics hired prior to November 15, 2016 shall be placed on the Addendum "A" pay schedule classification as a "Paramedic 2" and shall be classified as a Paramedic 2 for all positions held.

Paramedics hired after November 15, 2016 shall be placed on the Addendum "A" pay schedule classification as a "Paramedic 1" and shall be classified as a Paramedic 1 for all positions held.

EMTs shall be placed on the Addendum "A" pay schedule classification as an "EMT" for all positions held.

5.1-c Step increases shall occur on July 1st of each year, at the following intervals and shall be subject to the following conditions:

Advancement from entry level step:

All newly hired employees shall be eligible for their first annual step raise July 1 of the following calendar year, of which they were hired, provided the employee receives a satisfactory performance evaluation and completes all training which may be required by the Fire Chief.

Steps 2-6:

Annual July 1st advancement between steps is based upon each employee receiving a satisfactory performance evaluation and completion of all training which may be required by the Fire Chief.

5.1-e. Advancements on the pay scale as a result of promotion shall be computed as follows: Identify the employee's current hourly wage and increase by two steps. The employee's beginning class and step within the new classification shall be the class and step which most closely exceeds that hourly wage. All employees promoted shall continue to receive their annual July 1st step increases while on probation.

## **5.2 Hours and Work Scheduled**

Employees assigned to work “shifts” regularly work a 48/96 schedule. A “shift” shall consist of forty-eight (48) consecutive hours on duty followed by ninety-six (96) consecutive hours off duty (2 consecutive shifts). A shift shall commence at 0800 and terminate forty-eight (48) hours later at 0800 in the morning. A “half-shift” shall be twenty-four (24) hours.

## **5.3 Method of Payment - Pay Periods**

For payroll purposes, an employee’s base rate of pay per pay period shall be determined by dividing the employee’s annual salary by 24 pay periods. Pay checks shall be issued the 1<sup>st</sup> day and 15<sup>th</sup> day of each month.

## **5.4 Overtime**

The District is subject to the wage and hour requirements of the Fair Labor Standard Act (“FLSA”). In accordance with Section 7(k) of the FLSA, the District has adopted a 24-day 182-hour work period for employees assigned to shifts (29 CFR § 553.230). Employees assigned to shifts are normally scheduled to work four shifts and 192 hours during each 24-day work period. As a result, the normal full time work schedule for employees assigned to shifts includes ten (10) hours that are compensated as overtime (i.e., 182 hours of straight time and 10 hours of overtime).

Overtime shall be paid at 1-1/2 times the employee’s regular hourly rate of pay. All paid leave time is treated as hours worked for purposes of meeting the 182-hour overtime threshold.

## **FLSA Compliance**

The District and Union shall cooperate with each other to promptly resolve any issue which may arise during the term of this agreement regarding compliance with the FLSA. Any dispute involving interpretation or application of the FLSA to bargaining unit employees shall be referred in writing to the Fire Chief, detailing the specific issues involved and describing the resolution desired.

The Fire Chief shall investigate the dispute and shall meet with the complaining party in an attempt to settle the dispute. Both parties may seek legal opinions on the issue. The Fire Chief shall provide the Board of Directors with a report that includes each party’s position on the particular issues and the Fire Chief’s findings and opinions on the merits of the dispute. The Board of Directors shall issue a written determination of its position on the dispute and what action, if any, the District will take to settle the dispute or otherwise remedy the issues. The Board of Director’s’ determination shall not be binding on the parties and nothing in this section shall limit or foreclose the Union or

any employee from seeking relief through legal proceedings in other forum.

## **5.5 Compensatory Time Off**

Employees may elect, solely in their discretion, to accrue Compensatory Time Off (CTO) in lieu of cash payment for overtime worked as outlined below. CTO will be recorded at a rate of 1-1/2 times the hours worked and paid at the employee's current straight time rate. The employee takes off one hour of work for each one hour of recorded CTO.

01. Employees hired before January 1, 2008 may elect to accrue and maintain a maximum of 240 hours of CTO in lieu of cash payment for overtime hours worked. Employees hired after January 1, 2008 may elect to accrue and maintain a maximum of 96 hours of CTO in lieu of cash payment for overtime hours worked.

02. For record keeping purposes, CTO hours represent hours previously earned at 1-1/2 times which have been converted to straight time.

03. Employees assigned to shift work are allowed to utilize a maximum of 240 hours (10-24 hour shifts) of CTO per calendar year and must be taken in 12 hour blocks of time.

04. Employees may utilize CTO to take time off from work for any reason; however, the Duty Chief may deny requests to utilize CTO if established guidelines are not met or followed. Such guidelines and procedures may include:

- CTO request notification time frames - 14 days
- Availability of qualified relief
- Maintenance and effect on minimum staffing levels
- The absence of the employee does not cause a hardship on the District

05. Upon termination of employment, retirement or death, employees, and in case of death the spouse of the employee, shall be paid 100% of accumulated unused CTO at the current hourly rate for the employee's rank and step.

06. Upon request, and with the approval of the Fire Chief or his/her designee, an employee may be allowed to utilize more than 240 hours per year for reasons having to do with family emergencies or special circumstances.

07. Without the Fire Chief's approval, accrued CTO time may not be transferred (donated) from one employee to another employee.

08. The District Board of Directors may approve cash payment of accumulated CTO at the request of employee. The employee shall be paid the approved amount of CTO at the current hourly rate for their rank and step.

### **5.6 Drill/Training/Alarm Pay**

The District shall pay a flat rate of 1-1/2 times an employee's regular hourly rate of pay for each hour of District mandatory off-duty training and/or any off duty alarm response.

### **5.7 Call Back Pay**

All employees who are called back to work while off-duty shall be paid a minimum of two (2) hours at 1-1/2 times the employee's regular hourly rate of pay. Compensation for actual hours worked beyond the two (2) hour minimum for callback, additional overtime, and off-duty alarm responses will be computed to the nearest one-fourth (1/4) of an hour.

### **5.8 Holidays**

The District recognizes the following approved holidays for purposes of holiday pay:

New Year's Day	Martin Luther King's Birthday
Lincoln's Birthday	Washington's Birthday
Easter	Memorial Day
Independence Day	Labor Day
Columbus Day	Veterans Day
Thanksgiving	Christmas

### **5.9 Holiday Pay**

Employees are required to work holidays without regard for scheduled holidays. As a result, employees are paid 5% of their base annual salaries as holiday pay regardless of whether they are on duty or off duty on a recognized holiday.

On-duty personnel working holidays shall be allowed to work a light duty schedule.

With prior permission of the Fire Chief or designee, personnel scheduled to work holidays may use vacation time to be off duty on a holiday so long as the absence does not interfere with the normal operations of the District

### **5.10 Sick Leave**

Employees shall accrue and utilize sick leave as follows:

01. Sick leave is provided to continue an employee's income and benefits during periods of the employee's illness or off-the-job injury and for the illness of a family member as specified in state law.

02. For each hour any employee is absent from duty due to illness or injury, one hour of accrued sick leave will be deducted from the employee's total accumulated sick leave.

03. Requests for sick leave with pay must be supported by a physician's statement if the illness causes absence for more than one (1) shift (48 hours) for 24-hour personnel.

04. Requests for sick leave with pay must be supported by a physician's statement if the illness causes absence for more than three (3) working days for 40 hour sworn personnel.

05. Unused sick leave may accrue without limitation.

06. Sick leave shall accrue on a daily basis computed at a rate of 216 hours per year (nine each 24-hour days) for 24-hour personnel.

07. Sick leave shall accrue on a daily basis computed at a rate of 15 working days per year for 40 hour sworn personnel.

08. Upon death of an employee, the employee's beneficiary shall be paid for one-half (50%) of the balance of accrued sick leave at the employee's then current hourly wage.

09. Upon retirement, any unused sick leave is converted to additional service credit if the employee retires within 120 days of separation from employment. Eight hours of sick leave equals one day (.004 of a year of service). It takes 250 days of sick leave to receive one year of service credit (.004 x 250 = 1 year)

10. An employee's unused sick leave shall not be paid out upon termination or separation from service.

### ***Disability/Salary Continuation***

01. Salary Continuation: Permanent full-time, temporary full-time, permanent part-time, and temporary part-time firefighters classified as safety employees, who are disabled by injury or illness arising out of and in the course of their duties, are entitled to leave of absence while so disabled without loss of salary and benefits for the period of disability up to 12 months.

01.1. Employees declared eligible for "light duty" shall work allowed/required hours in service of the District according to schedules determined by the Fire Chief.

02. Benefit Continuation: Employees on a work-related disability leave of absence shall be entitled to continuation of eligible benefits including health insurance, PERS service credit, vacation/sick time accrual, seniority, and life insurance if an injury diagnosed as a "temporary disability" extends beyond 12 months until such time as the employee returns to work or is declared permanently disabled.

03. Sick leave shall not be deducted for any on-the-job injury.

04. Full-time permanent employees injured off the job may use accrued sick leave, vacation time, and CTO for continuation of salary. Employees shall continue to receive all eligible benefits during this time period. Full-time employees who remain off work for more than 12 weeks due to a non-work related injury or illness, and who have exhausted all accrued sick leave, vacation and CTO, may continue all eligible benefits for an additional 12 weeks, but shall be required to pay the premiums associated with the continuation such benefits if the employee does not return to work at the conclusion of the extended leave.

### **5.11 Vacation Time**

All employees covered by this MOU shall accrue paid vacation time as outlined below. Employees who leave District employment for reason of death, separation from service, or retirement shall receive compensation at a rate of 100% of their current regular rate of pay for each hour of accumulated unused vacation time.

01. Each permanent full-time employee shall be entitled to an annual paid vacation. No employee shall be entitled to utilize accrued vacation time until the employee has been in District service for at least 12 months.



01.1. The Duty Chief may waive the required 12 months of service time for employees who have become permanent full-time and who were previously temporary part-time, temporary full-time or permanent part-time.

02. With sufficient notification, and so long as it does not place a burden on District operations, personnel shall be allowed to take vacation time in any increments of time.

03. Requests for vacation shall be submitted at least 14 days in advance. Requests shall be approved by the Duty Chief with reasonable regard for the desires of the employee insofar as they are consistent with the needs of the District.

04. Requests for vacation submitted between January 1 and January 31 of each calendar year shall be honored by seniority.

05. Paid vacation time for 24-hour shift personnel shall accrue as follows:

1-4 years of service: 9.33 hours/month (112 hours/year)

5-9 years of service: 14.0 hours/month (168 hours/year)

10-14 years of service: 18.67 hours/month (224 hours/year)

15+ years of service: 20 hours/month (240 hours/year)

06. Paid vacation time for 40 hour sworn personnel shall accrue monthly at a rate equal to:

1-4 years of service: 10 working days per year

5-9 years of service: 15 working days per year

10-14 years of service: 20 working days per year

15+ years of service: 22 working days per year

07. Employees may not accrue more than two years of vacation time based upon their respective time in service.

08. Employees shall be allowed a 30-day "grace" period to schedule vacation upon reaching their designated vacation cap.

09. Upon separation from service, retirement, or death, employees, and in the case of death the spouse of the employee, shall be paid for 100% of accumulated unused vacation time at the current hourly rate for their rank and step.

10. Employees may request to cash-out accumulated unused vacation at their straight-time hourly rate, subject to the following conditions.

- a. The employee must use some of their accumulated vacation as time off during the calendar year.
- b. The amount of unused vacation that may be cash-out cannot exceed the amount of vacation taken as time off during the same calendar year.
- c. The maximum vacation cash out is limited to one-half (1/2) the employee's annual accrual. For example: A 5–9-year employee who has a vacation accrual rate of 168 hours per year, may request to cash out a maximum of 84 hours at their straight time hourly rate, only after using 84 hours of vacation within the same calendar year.

### **5.12 Emergency Leave**

All employees covered by this MOU are entitled to emergency leave as outlined below. All employees assigned to a 24-hour shift schedule shall be entitled to 48 hours of paid leave for family emergencies per fiscal year. Unused emergency leave has no residual value and may not be cashed out or carried over to the next year.

All 40-hour sworn personnel shall be entitled to 40 hours of paid leave for family emergencies. Unused emergency leave has no residual value and may not be cashed out or carried over to the next year.

### **5.13 Bereavement and Funeral Leave**

01. With consent of the Fire Chief, employees may use sick leave to discharge the customary obligations arising from the death of an immediate family member.

02. The immediate family shall include the spouse or a son, daughter, step-son, step-daughter, parent, step-parent, grandparent, step-grandparent, sibling, step-sibling, parent-in-law, or sibling-in-law.

03. Use of sick leave for bereavement and funeral purposes shall be limited to two consecutive working shifts (96 hours) for 24-hour personnel and seven consecutive work days (56 hours) for weekly personnel.

## **5.14 Pregnancy Disability Leave**

1.1 Upon written request by a member who is disabled due to pregnancy, childbirth or a related medical condition, the District will temporarily assign the member to light duty, if available.

2.1 The nature of District operations and emergency incidents makes it essential that each member be able to perform the essential job functions. A pregnant safety member assigned to a line position in operations can present a high risk for injury to herself, the unborn child, other members, and the public. If the safety member's healthcare provider determines the pregnant safety member is either unable to perform her essential job functions or would otherwise pose a risk to others if she remained in a strenuous or hazardous assignment, modification of the safety member's duties, if possible, or leave may be required.

3.1 Sick and Vacation Leave Accrual: Sick and vacation leave do not accrue while a member is on unpaid PDL.

4.1 Employees on PDL will not lose seniority or permanent work assignments due to any pregnancy - related leave or temporary modified duty assignments.

4.2 Employees on PDL are entitled to participate in shift and/or station bidding.

4.3 Employees on PDL will be allowed to participate in promotional testing.

4.4 Employees on PDL who are on probationary status will be required to complete probation periods once returned to work.

## **5.15 Medical/Dental/Vision**

All full-time employees covered by this MOU shall be eligible for the following employer-paid medical benefits:

Full payment of the monthly premium of the District's current medical, dental and vision plans for the employee, the employee's spouse, and the employee's family.

For purposes of eligibility for medical insurance, full-time employees are those who consistently work an average of 30 hours per week.

An employee who is retiring from EPFD may choose to continue medical/dental/vision insurance through the District by paying 100% of the then current premium rates charged to the District for their chosen insurance policy and level of coverage. Eligibility to participate in the District's medical/dental/vision insurance as a retiree is contingent on the District's current insurance provider agreeing to the addition of retiree coverage as part of the District's policies. Employees who elect to remain on the District's insurance policies following retirement will be required to establish automatic payments to the District and maintain all administrative requirements for the continuation of coverage. Should a retiree fail to make a required premium payment, withdraw from coverage, or otherwise fail to maintain their eligibility for District medical/dental/vision insurance, this benefit shall terminate for the retiree.

### **5.16 Retirement and Retirement Contribution**

#### "Classic Members" hired prior to January 1, 2013

Employees defined as "classic members" under the Public Employees' Pension Reform Act ("PEPRA") are provided the CalPERS 3%@55 local safety benefit formula with Credit for Unused Sick Leave (Sick leave Conversion). Final compensation for retirement purposes is based on the average of the three highest years. The District shall pay 4% of the employee's contribution to CalPERS in the employee's name. Retirees receive an annual 2% cost of living adjustment on their pension benefits.

#### "New Members" hired after January 1, 2013

Employees defined as "new members" under PEPRA are provided the CalPERS 2.7%@57 local safety benefit formula with Credit for Unused Sick Leave (Sick leave Conversion). Final compensation for retirement purposes is based on the average of the three highest years. New members pay 50% of the normal cost of the benefit as determined by CalPERS. New members receive an annual 2% cost of living adjustment on their pension benefits.

### **5.17 Life Insurance Benefit**

All employees covered under this MOU shall be entitled to a District-provided life insurance policy in the amount of \$50,000.

### **5.18 Uniforms**

Employees shall purchase and maintain their own duty uniforms as specified by the Fire Chief in Appendix-U.

The Fire District will provide brass, badge and name tags for class B uniforms along with all safety clothing and equipment required by CAL/OSHA for all employees, at no cost to the employee.

### **5.19 Wildland Firefighting Boots and safety footwear**

The District shall provide the employee with their initial set of safety footwear that has been approved by the District. Upon inspection and authorization of the Fire Chief or representative, and subsequent presentation of receipt of purchase, the District shall reimburse the cost of purchase / replacement / refurbishment of wildland firefighting boots and safety footwear used exclusively while on-duty, up to an annual amount of \$400 per employee. The District shall only replace / refurbish wildland firefighting boots and safety footwear damaged during District job-related incidents.

### **5.20 Health Surveillance and Infectious Control**

The District shall cover the cost of medical evaluations, procedures and vaccinations required and/or recommended by the Center for Disease Control which protect employees against occupational exposures.

### **521 Pay Out of Grade**

Firefighters working out-of-class shall be paid a differential of 10% of their current class/step hourly rate for filling an Engineer position, 20% of their current class/step hourly rate for filling a Captain position, and 30% of their current class/step hourly rate for filling a Battalion Chief position. Engineers working out-of-class shall be paid a differential of 10% of their current class/step hourly rate for filling a Captain position, and 20% of their current class/step hourly rate for filling Battalion Chief position. Captains working out-of-class shall be paid a differential of 10% of their current class/step hourly rate for filling a Battalion Chief position, and 20% of their current class/step hourly rate for filling Battalion Chief position. Battalion Chiefs working out-of-class shall be paid a differential of 10% of their current class/step hourly rate for filling a Chief position.

## 5.20 Common Mess

All employees on each shift at each station shall attend a common mess at the station for the consumption of meals. Employees covered by this agreement shall contribute in equal shares for the cost of the meals.

The procedures for implementing this common mess shall be established by Local 3581, and it shall be the responsibility of a "Food Program Representative," on each shift to implement and supervise the "common mess" program. The provisions of the section are adopted to assure that all members of fire companies will be available at all times to respond to emergency calls as quickly and efficiently as possible.

The District shall not be financially liable or responsible for the cost of any meal, the preparation thereof, the collection of funds, or any costs undertaken in conjunction with the provisions of this section.

## 5.22 Longevity Pay

In recognition of the substantial contributions made by employees of the Fire District, effective July 1, 2022, the District shall award longevity pay to each eligible employee as set forth below. Longevity pay is calculated as a percentage of the employee's base wage and does not include holiday pay or overtime. Longevity pay does not compound and shall be paid as a monthly lump sum amount.

<u>Length of service</u>	<u>Longevity Pay</u>		
Beginning of 17 <sup>th</sup> to completion of 20 <sup>th</sup> year	Firefighters/Engineers 3% of base pay	Captains 3% of base pay	Battalion Chiefs 3% of base pay
Beginning of 21 <sup>st</sup> year to completion of 23 <sup>rd</sup> year	Firefighters/Engineers 5% of base pay	Captains 5% of base pay	Battalion Chiefs 5% of base pay
Beginning of 24 <sup>th</sup> year to Completion of 25 <sup>th</sup> year	Firefighters/Engineers 10% of base pay	Captains 8% of base pay	Battalion Chiefs 7% of base pay
Beginning of 26 <sup>th</sup> year and Every year thereafter	Firefighters/Engineers 12% of base pay	Captains 10% of base pay	Battalion Chiefs 9% of base pay

For purposes of determining "years of service" for longevity pay the following definitions applies:

One (1) year of full-time paid service with EPFD equals one (1) year of service towards longevity pay.

One (1) year of active volunteer service with EPFD prior to being hired as a full-time employee equals 0.5 year of service towards longevity pay.

Longevity pay will commence, and all future increases will be granted, on the first day of the month that includes the employee's eligible anniversary date for full-time employment.

### **5.23 ALA/Group Air Medical Ticket**

The District agrees to provide an ALA/Group Air Medical ticket per employee household. This ticket provides the employee with an ALA ground ambulance ticket including the Cal Star, Reach and PHI Air ambulance ticket. There is no cash value or payments made to an employee for any substitution of this benefit package.

## **Section 6: Other Provisions**

### **6.1 Shift Exchanges**

Employees shall have the right to exchange shifts (trade) when an exchange does not interfere with the operation for the District. No overtime shall be paid by reason of shift exchange. Shift exchange shall be subject to the approval of the Fire Chief or Duty Officer.

### **6.2 Assignment and Transfers**

Personnel may be reassigned and/or transferred as outlined below:

#### Purpose and Scope

This section is to define assignments and transfers within the District and shall apply to all employees. The needs of the District shall take precedence.

01. The change of an employee from one position or duty to another position or duty, transfer from one shift to a different shift or from one station to another station, reassignment from shift work to a regular work week assignment within the same classification (rank) shall be deemed an assignment and may be made at any time by the Fire Chief or by his/her authorized representative.

02. Employees reassigned from shift work to a forty (40)-hour work week for any reason will receive additional compensation equal to the loss of regular FLSA overtime. Their hourly wage while working a 40 hour week shall be 1.5 times their current step and rank of their 24-hour shift for a single week.

Employees reassigned from shift work to a forty (40)-hour work week for any reason, will be given the option of working holidays and retaining holiday pay or taking holidays with the elimination of holiday pay.

Whichever option is chosen shall remain in effect for one year or until reassignment.

03. The duration of individual reassignments and/or transfers is at the sole discretion of the Fire Chief.

04. Employees qualified to successfully perform the duties and responsibilities of another position within the same class may request transfers to fill a position which becomes vacant.

### **6.3 Disciplinary Procedures**

Disciplinary action shall include discharge, suspension, reduction in pay, demotion, transfer for purposes of punishment, written reprimand and other disciplinary penalty taken against an employee for cause. All disciplinary investigations and administrative appeals shall conform to the requirements of the Firefighters Procedural Bill of Rights Act (“FFPBRA”) and other applicable state and federal laws.

#### **Administrative Appeal**

Firefighters subject to punitive/disciplinary action are entitled to an administrative appeal.

Within 14 calendar days after receiving final written notice of any punitive/disciplinary action, the employee may appeal the punitive/disciplinary action by filing a written request for administrative appeal with the Board of Directors. Employees may not resort to the grievance process to appeal punitive/disciplinary actions.

The administrative appeal shall be conducted in accordance with the California Administrative Procedures Act (“APA”) as specified in the FFPBRA (Gov. Code § 3254.5(a)). As required by the APA, the administrative appeal shall be heard by an administrative law judge who shall conduct an



evidentiary hearing. The evidentiary hearing shall be closed to the public unless the employee specifically requests that the appeal hearing be open.

The administrative law judge shall issue a proposed decision to the Board of Directors who may:

1. Adopt the proposed decision in its entirety;
2. Reduce the proposed penalty and adopt the balance of the proposed decision;
3. Decide the case itself based on the record, with or without taking additional evidence; or
4. Refer the case back to the administrative law judge to take additional evidence and render an amended proposed decision in light of the additional evidence.

#### **6.4 Promotions**

Should a promotional opportunity occur, the District shall provide promotional opportunities as outlined below.

##### Definitions

**Open Position:** Position is available to qualified candidates not currently employed by the District.

**Closed Position:** Position is open only to qualified individuals within the paid ranks.

**Conditional Appointment:** An appointment made to a position that is based upon the employee meeting certain conditional requirements within a specific period of time.

01. The minimum qualifications and/or requirements for each position shall be set forth within the job description of each position.

02. Unless the Board of Directors otherwise specifically provides, all positions and vacancies in officer and supervisor ranks shall be first consider CLOSED and filled by promotion from within the District. EXCEPTION: The Fire Chief's Position.

03. Where it is determined that a sufficient number of qualified candidates will not be available to fill a vacancy, the Board of Directors, upon recommendation of the Fire Chief or designee, may declare the position as OPEN to qualified candidates not employed by the District.

04. In order for any employee to take a promotional examination or to make application for a higher rank, the employee shall have completed all probationary requirements of the lower rank. The Fire Chief or designee may waive this requirement if deemed necessary to place the most qualified individual in the vacant position.
05. Employees/members may take a promotional examination without being fully qualified to fill the position only after fully qualified candidates are considered for appointment. The Fire Chief or designee may waive this requirement and make a “conditional appointment” if deemed necessary to place the most qualified individual in the vacant position.
06. Any person promoted to or appointed to any supervisor rank shall be in a probationary status for one (1) year. Probationary periods may be extended as provided herein. Promotions shall be considered a temporary, non-permanent appointment until such time as the required probationary period is satisfactorily completed.
07. Probationary time begins on the first day of work following appointment to a vacant position. Time served in the position as an “acting officer” or supervisor prior to promotion shall not apply to the probationary period.
08. Probationary periods may be extended for a period not to exceed one (1) additional year for further evaluation of job performance and/or as part of a disciplinary action. Extensions of probationary periods shall be tied to a written Performance Improvement Plan that calls for written performance evaluations to be conducted every three (3) months during the probationary extension.
09. An employee/member serving in a probationary status and whose probationary period was extended shall not be eligible for a merit/step raise until successful completion of his/her probationary period.
10. Probationary periods may be extended in instances where the probationary period is interrupted by an approved leave of absence, injury, medical, or family emergency that results in extended absences from work.
11. Promotional eligibility lists shall be established by promotional examinations. Eligibility lists are normally effective for one year however the Fire Chief or designee shall have the authority to cancel, extend, combine or establish additional eligibility lists at any time.

12. The District shall not be obligated or otherwise required to appoint/promote a person who is on an active eligibility list to a vacant position even if that individual is the only person remaining on the list.

13. Candidates who have not been appointed from an eligibility list prior to the expiration of said list will be required to reapply and successfully pass the next promotional examination process or chief's interview in order to reestablish their eligibility for promotion.

14. Any person qualified for promotion who passes the promotional examination shall be placed on the promotional eligibility list in accordance to the total number of points earned during the examination process.

15. The appointing officer shall make appointments from established eligibility lists utilizing the "rule of three."

A. The District shall certify to the appointing officer the names of eligibles with the three (3) highest scores on the list of eligibles for the position who are available for appointment.

B. When there are two (2) or more positions within the same rank, the number of scores certified shall be equal to the number of positions to be filled plus two scores.

C. To avoid bias, discrimination, cronyism, nepotism and favoritism, the appointing officer must give a written statement of their "legitimate" reasons for passing over a higher ranked employee, if requested by that employee in which was passed over, within 14 days of notification.

16. In the absence of an eligibility list, the Fire Chief or designated personnel officer may make a temporary appointment of one step in rank without approval by the Board of Directors. Time served during such a temporary appointment shall not be credited towards the probationary time requirements of the higher rank; however, on the job performance, evaluations, and recognition of accomplishments while serving in a temporary or acting capacity shall be considered should the individual apply for permanent appointment.

17. An employee temporarily appointed shall be subject to the next promotional examination.

18. Favoring the promotion of personnel from within the District to fill vacant positions, the Board of Directors may grant, upon request of the Fire Chief or designated personnel officer, a waiver of the "time in service" requirements established by these policies and may permit such individual members of the District as are otherwise qualified and as are designated by the Fire Chief or designated personnel officer, to make application for, be tested for, and be appointed to a vacancy in the District.

19. Time -in service shall be time worked as a full-time paid firefighter or firefighter- paramedic with the District or other recognized fire agency. The Fire Chief or designee may consider equivalent time served as a District volunteer as time served for eligibility to promote. Equivalent time served shall be defined by the Fire Chief or designee.

20. Probationary employees shall be periodically evaluated as per the District's Probationary Performance Evaluation.

21. A promoted employee who fails to improve unsatisfactory performance or who does not meet the standards of conduct for the position during the promoted employee's probationary period may be reinstated to their previous rank without the right of appeal or hearing. Individuals reinstated to a previous rank shall receive compensation at the same level previously received by the employee while serving at that lower rank unless the reasons for reinstatement are the result of a disciplinary action which might contain other provisions.

22. With approval of the Board of Directors, the Fire Chief and/or designee may temporarily modify or waive any of the policies contained herein in order to ensure operational continuity or address unforeseen events/situations if deemed necessary to place the most qualified individual in the vacant position.

### **Promotions: Procedures**

01. Promotions for a closed position will be based upon a combination of:

A. Competitive Examination

B. Performance Evaluations: Historical

C. Recommendations of Other Officers

D. Evaluation of the candidate's ability to meet the minimum standards for knowledge, skills and experience as outlined within the position description for the desired position

02. In order to qualify for promotional standing in any examination, a candidate must possess the minimum qualifications necessary for the position.
03. Paid personnel having a minimum of two (2) years' full-time fire service experience gained from working with a municipal, special district, state or federal fire services, are eligible for promotion to the rank of Engineer.
04. Paid personnel having a minimum of four (4) years' full-time fire service experience gained from working with a municipal, special district, state or federal fire services, are eligible for promotion to the rank of Captain.
05. Paid Personnel with six (6) years full-time fire service experience gained from working with a municipal, special district, state or federal fire services, with two (2) or more years of full-time fire service experience as a Fire Captain are eligible for promotion to the rank of Battalion Chief.
06. Should there be only one in-house candidate desirous of promotion, the candidate shall be required to satisfactorily pass the assessment/promotional examination and perform satisfactorily during the probationary period. If the candidate fails either the promotional examination process or fails to perform satisfactorily during the probationary period, the Fire Chief shall have the discretion to advertise and fill the vacancy through open competition from outside the District.
07. Should a vacancy occur and there are no in-house candidates interested in competing, an acting appointment to that rank will be made and the position will be filled from the outside.
08. The District shall have the discretion to fill future positions which might be created having special qualifications, regardless of rank, through open advertising and competition.
09. Adjustments in compensation following promotion shall be in accordance with Section 5.1.e of the MOU.

## **6.5 Reduction in Force**

In accordance with this section, any employee may be laid off by the District in the event the employee's position is abolished, or if a shortage of funds necessitates a reduction in the workforce. The District shall have the power to determine, after consideration of work requirements, the efficiency and conduct of individual employees, and their length of service, the order in which employees shall be laid off.

### Purpose and Scope

Economic conditions and other unforeseen circumstances may require adjustments in staff levels by means of a personnel reduction in force (RIF). Before employees are separated under RIF conditions, the District will meet and confer with the Union to explore reasonable possibilities for reducing personnel costs in an effort to avoid a RIF. These possibilities include, but are not necessarily limited to, reduction in salary, reduction in benefits, alternative staffing configurations, and furlough days.

Based upon level of service priorities and need, the Board of Directors shall have the power to direct the Fire Chief to implement a RIF based upon: a reduction of the number of employees per classification (Rank); or reduction of the number of employees overall; or the elimination of a position(s); or any combination thereof.

The following are to provide procedures for reduction in the work force and recall procedures. Unless otherwise specified in this MOU, the Fire Chief shall retain the power to consider work requirements, the efficiency and conduct of individual employees, and their length of service, in determining the order in which employees shall be laid off.

01. Any employee may be laid off by the Fire Chief in the event of the abolition of their position by the Board of Directors, or if a shortage of work or funds requires a reduction in force.
02. When the number of employees must be reduced, job classification, job performance and length of service may be considerations.
03. In order to insure the best potential for maintenance of levels of service, the District may occasionally retain certain employees without regard to length of service because of the employee's special knowledge, skill, training, or experience.
04. When possible, at least 30 days' notice will be given to an employee scheduled to be separated due to RIF.

05. Except as otherwise provided, whenever there is a RIF, the Fire Chief may offer affected employees an opportunity to fill vacancies through reassignment and/or demotion to a lower position for which the employee who is the latest to be laid off is qualified.

06. No permanent employee shall be laid off while employees working as extra hire, seasonal, temporary, provisional or probationary status are retained in the same classification as such permanent employee.

07. The order of layoff among employees not having permanent status shall be:

(1) Extra Hire/Seasonal

(2) Temporary

(3) Probationary

08. Time worked in an extra help, seasonal, provisional, temporary, grant, work program, time off granted as a Board of Directors' approved leave of absence or other limited term status shall not count as service.

09. Time worked in a permanent or probationary status shall count as service.

10. Time spent on military leave shall count as service in the event the leave was taken subsequent to entry into District service.

11. Time spent as in service to the District as a volunteer or cadet shall not count as service.

12. Granting of service time shall remain discretionary functions of the Board of Directors. Any employee who so wishes may appeal through the grievance process for consideration of awarding service credit for District service affected by these policies.

13. The names of employees laid off or demoted shall be placed on a Reemployment Eligibility List (REL) as herein specified. The REL shall consist of the names of all employees laid off, demoted or reassigned as the result of any RIF. The RIF shall take precedence over all other eligibility lists in making appointments to the classification in which the employee worked.

14. The name of any person laid off shall continue on the appropriate REL for a period of two (2) years after it is placed thereon. Any former employee may apply in writing for an extension of two (2) additional years of eligibility if the application is made before expiration of the original period. Failure to reapply will result in automatic removal from the list.

15. The REL shall be used by the Fire Chief when a vacancy arises in the same or lower position before hiring from any eligibility list.
16. Persons who refuse reemployment shall be removed from the list.
17. At the time of an employee's layoff as the result of an RIF, the employee shall submit to a medical examination, unless the employee has submitted to a medical examination for the District within the last twelve (12) months. The cost of such examination shall be borne by the District.
18. An employee appointed from a REL shall submit to a medical examination. The cost of such examination shall be borne by the District.
19. If two (2) or more employees have the same seniority date, the order of seniority shall be determined first by their entry examination test scores, followed by application date and time.
20. An employee to be recalled will be notified by certified letter sent by the Fire Chief. Telephone contact may also be used by the Fire Chief as appropriate. If the employee does contact the District to make satisfactory arrangements or return to work within five (5) working days of the mailing date of the letter, the employee will be considered terminated. Exception: An employee's name may be reinstated to the recall list by the Fire Chief if there were exceptional circumstances which prevented the employee from responding.

#### Temporary Reduction

Work is no longer available but recall to work is expected within 12 months.

01. Layoffs shall, in general, be done by job classification according to service in that class. Except as otherwise specified, the last employee hired/promoted by the District within that class shall be the first employee laid off, and in rehiring, the last employee laid off shall be the first employee rehired; provided, however, that the employee rehired is capable, in the estimation of the Fire Chief, to perform the work required.
02. For the purpose of this procedure, part-time classes shall be considered as separate from regular full-time classes.
03. Employees on temporary reduction will retain benefit credit for benefit plan purposes and continued accrual of service credit if recalled within twelve (12) months.



04. An employee on temporary reduction may elect to receive pay for accrued vacation entitlement at the time of reduction.

Permanent Reduction - Work is no longer available. Recall to work is not expected.

01. In general, layoffs shall be by job classification according to service in that class. Except as specified in the RIF Purpose and Scope section of the MOU, and Numbers 1-3, the last employee hired/promoted by the District within that class shall be the first employee laid off, and in rehiring, the last employee laid off shall be the first employee rehired. Provided, however, that the employee rehired is capable in the estimation of the Fire Chief to perform the work required.

02. A displaced employee may take a voluntary demotion to a classification in which the employee had prior permanent status, thus displacing the employee in that classification who has the least (total) seniority.

Any employee electing to take a voluntary demotion shall be placed at the top-most salary step of the lower position. In no case shall the salary be increased above that received in the position from which the employee was demoted.

03. Employees on permanent reduction shall be considered an employee in good standing for purposes of entitlements under Separation From District Employment.

## **6.6 Separation from Service**

An employee who leaves service with the District through resignation, retirement or death shall be entitled to certain compensations and considerations as outlined below.

### Purpose and Scope

The policies outlined below are to be used to insure accurate and timely processing of employees who are being removed from the District payroll.

01. Resignation: A member/employee's voluntary termination from employment with the District is a resignation. The tendering of a resignation under threat of termination or disciplinary action shall be considered a discharge and subject to the provisions of this policy covering discharge and shall be documented as a resignation tendered under disciplinary action leading to termination.

02. Any employee resigning shall give the Fire Chief written notice at least thirty (30) days but in no case less than fifteen (15) days in advance of the date of separation. Failure to give such notice will disqualify such employee for privileges available to an employee who has resigned in good standing. Written resignations shall be presented to the Board of Directors at their next regular meeting.

03. The following will be considered a resignation not in good standing and the employee will be eligible for reinstatement only if exceptional circumstances explain why the employee could not have contacted the District.

1. An absence from regularly scheduled work assignment of five (5) or more calendar days for 40-hour employees or two (2) shifts for 56-hour employees, without notice to the District.
2. Failure to return from leave of absence as arranged with the District.
3. Failure to return from reduction in force upon recall.
4. Failure to give the District thirty (30) days' written notice of retirement.

04. Release: A separation in which the member/employee is not qualified or able to perform the essential functions of the job with or without accommodation and no other job is available. Members/employees who are unable to perform satisfactorily during the probationary period will be considered released.

05. Retirement: A voluntary separation which usually includes eligibility for benefits under the District's contract with PERS.

06. Reduction in Force: see section 6.5 of this MOU.

07. Discharge: A separation in which the employee is removed from the payroll for violation of employee standards of conduct, safety regulations, unsatisfactory job performance, or any other reason deemed by the District to warrant discharge.

08. Death in the Performance of Duties or Otherwise: Death of an employee while on duty or off duty shall be considered a separation in good standing and the employee's spouse shall receive entitlements as specified in employee/member separation below.

09. Notice to Employee: Except in the case of reduction in force there are no requirements for advance notice to employees upon separation. In the event of a RIF, the Fire Chief will give at least thirty (30) days advance written notice to employees to be laid off, unless a shorter period of time is authorized by the Board of Directors. In no case shall the Fire Chief give less than fourteen (14) days written advance notice to employees to be laid off during a RIF.

**Employee/Member Separation: Entitlements**

01. Retirement: Any employee who officially retires after five (5) or more years of service with the District shall be entitled to the following:

- A. The employee shall have the choice of a cash payment of 50% value at their current hourly rate of pay for accrued sick leave or the employee may use their accrued sick leave towards credit for sick leave conversion as outlined in section 5.14 of this MOU. 100% of the employee's accrued sick leave hours shall be applied to the employee's choice of use.
- B. Cash Payment of 100% value, at current hourly rate of pay for accrued vacation;
- C. Cash payment of 100% value at current hourly rate of pay for accrued CTO; and
- D. Final wages prorated according to actual days worked during the pay period.
- E. Extended coverage and conversion privileges of health and life insurance benefit plans in accordance with any MOU which may be negotiated between the union and/or unrepresented employees and the Board of Directors.

This policy is not to be interpreted that union or unrepresented employees are entitled to extended coverage or conversion of health and life insurance plans, only that extended benefits may be negotiated with the Board of Directors as part of future MOUs.

02. Resignation: Any employee who officially resigns from service with the District shall be entitled to the following:

- A. Cash Payment of 100% value at current hourly rate of pay for accrued vacation time;
- B. Cash payment of 100% value at current hourly rate of pay for accrued CTO; and
- C. Final wages prorated according to actual days worked during the pay period.

03. Reduction in Force (RIF): Any employee who is separated from service as the result of a RIF

shall be entitled to the following:

- A. Cash payment of 100% value at current hourly rate of pay for accrued vacation;
- B. Cash payment of 100% value at current hourly rate of pay for accrued CTO; and
- C. Final Wages, prorated according to actual days worked during the pay period.

Any employee who is separated from service as the result of a Temporary RIF may elect not to collect A and B above. Accrued vacation time, sick leave and CTO will remain on the books for a period of one year. If the employee is not recalled within one year, the layoff shall be considered Permanent and entitlement payments be made as specified above.

04. Discharge or Release: Any employee who is discharged or released from service with the District shall be entitled to the following:

- A. Cash payment of 100% value at current hourly rate of pay for accrued vacation;
- B. Cash payment of 100% value at current hourly rate of pay for accrued CTO; and
- C. Final wages prorated according to actual days worked during the pay period.

05. Death in the Performance of Duties or Otherwise: The spouse of any employee who dies in the performance of duties or otherwise off duty shall be entitled to the following:

- A. Cash payment of 50% value at current hourly rate of pay for accrued sick leave;
- B. Cash payment of 100% value at current hourly rate of pay for accrued vacation time;
- C. Cash payment of 100% value at current hourly rate of pay for accrued CTO;
- D. Final wages prorated according to actual days worked during the pay period or in the event of death during the performance of duty, six (6) months continuation of salary; and
- E. Payment of District-provided life insurance benefit of \$50,000.00.

## **6.7 Continuity and Seniority List**

The District shall retain a seniority list based upon criteria outlined below. The current seniority list of employees covered by this MOU is attached as Addendum "B" to this MOU. Seniority is based upon:

01. Service credit for non-contiguous paid employment as a temporary part-time or full-time, extra hire, or seasonal employees for non-continuous time served prior to employment shall not be awarded.

02. No service credit shall be awarded for time served during periods of employment under work programs not funded by the District.

03. No service credit shall be awarded for time served as a volunteer prior to paid employment.

04. The awarding of service credit for paid employment as temporary full-time, temporary or permanent part-time, extra hire, seasonal employment served continuous prior to reclassification or hiring as permanent full-time or part-time shall be a discretionary function of the Board of Directors.

05. Service credit shall not be awarded to permanent employees during periods of leaves of absence.

05.1. EXCEPTION: Up to twelve (12) work weeks of service credit shall be awarded to paid employees during absences allowed by the FMLA/CFRA.

06. For Full-time, probationary or permanent employees, length of continuous service with the District shall be used, in part, as the basis for consideration in promotions, demotions and layoffs. Service credit shall be awarded as one point per pay period.

07. Continuous service with the District will start with the date of appointment as a probationary/permanent full-time or part-time employee and will continue until one of the following occurs:

07.1. An employee is discharged for cause.

07.2. An employee voluntarily terminates his/her employment.

07.3. An employee is laid off.

07.4. EXCEPTION: For service credit awarded by the Board of Directors as allowed under other sections of the MOU, continuous service credit may begin with the date of appointment as temporary full-time, temporary part-time, extra hire, or seasonal employment served continuous to reclassification.

08. Continuity of an employee's service will not be broken by absence for the following reasons and his/her length of service will accrue for the period of such absence.

08.1. Absence by reason of industrial disability.

08.2. Authorized absence without pay for less than 120 days in a calendar year.

08.3. Absences governed by applicable state and/or federal laws such as military or National Guard service.

09. Continuity of an employee's service will not be broken by absence for the following reasons and his/her length of service will not accrue for the period of such absence:

09.1. Authorized individual leaves of absence authorized by this MOU which exceed 120 days.

09.2. Layoffs as per Reduction in Force.

## **6.8 Grievance**

A grievance is any dispute involving an allegation violation, misinterpretation or misapplication of any provision of this MOU or any rule, regulation, policies and resolution adopted by the District to govern personnel practices and working conditions. The filing and processing of grievances shall be in accordance with procedures set forth in this MOU.

### Purpose and Scope

The grievance procedures outlined herein are designed to provide a process for the Union/bargaining unit employees and the District to resolve disputes informally at the lowest possible level in a reasonably prompt manner.

If the grievant does not present the grievance or does not appeal a decision rendered on the grievance within the time limits specified herein, the grievance shall be considered resolved. However, any of the time limits and levels for processing a grievance may be extended or waived by mutual written consent of the parties involved.

## **Grievance Procedure Steps:**

01. Informal Resolution - Level I: Any member/employee who believes he/she has a grievance shall present the evidence thereof orally to their immediate supervisor within thirty (30) calendar days after the member/employee knew, or reasonably should have known, of the circumstances which form the basis for the alleged grievance.

For purposes of Level I, immediate supervisor shall mean:

- A. The Captain if the grievance is initiated by an Engineer.
- B. The Fire Chief if the grievance is initiated by a Captain.
- C. The Fire Chief if the grievance is initiated by a Battalion Chief.

In lieu of a designated classification (rank) not being filled, immediate supervisor shall mean the next highest supervisorial classification (rank) that is currently filled.

The immediate supervisor shall hold discussions and attempt to resolve the matter within fifteen (15) calendar days or by the end of the supervisors or employee's next shift. It is the intent of this informal meeting that at least one personal conference be held between the Union/employee and his/her immediate supervisor.

02. Level II, Fire Chief: If the grievance cannot be resolved at Level I, the grievant must present his/her grievance in writing on a form provided by the District to the Fire Chief within fifteen (15) calendar days after the conclusion of Level I discussions.

The written grievance shall include the following:

- A. A concise statement of the facts or circumstances giving rise to the grievance.
- B. The MOU provisions, rules, regulations policies, and resolutions alleged to have been violated, misapplied or misinterpreted
- C. The decision rendered by the immediate supervisor;
- D. The specific remedy sought.

The Fire Chief shall communicate his/her decision to the grievant within fifteen (15) calendar days after receiving the grievance. Either party may request a personal conference with the other within

the time limits set. The Fire Chief's decision shall be in writing and set forth the decision and the reasons therefore and will be transmitted promptly to all involved parties. If the Fire Chief does not respond within the time limits, the grievant may appeal to the next level.

03. Level III, Board of Directors or Fact-Finding Team: In the event the grievant is not satisfied with the decision at Level II, the grievant may appeal the decision in writing on a form provided by the District to the Board of Directors or to a Fact-Finding Team. This appeal shall be made within fifteen (15) calendar days following receipt of the Fire Chief's decision. The written appeal shall include:

- A. Copy of the original grievance.
- B. Copy of the written decision by the Fire Chief.
- C. A clear and concise statement of the reasons for the appeal to Level III.

If the grievant selects review by the Board of Directors, as soon as possible at a regular monthly meeting, the Board shall schedule a hearing to formally receive the written grievance and answers thereto at each level, and to hear evidence regarding the issues involved. The Board of Directors shall thereafter issue a written decision.

04. Fact-Finding Team. If the grievant selects review by a fact-finding team, the parties shall select the fact-finding team members within fifteen (15) calendar days after submitting the appeal. The fact-finding team shall consist of three members. The grievant shall select one member of the team and the Fire Chief shall select the second member of the team. The two team members shall select a third member. In the event the two team members are unable to select a third member, either party may request that the California State Conciliation Service provide a list of five (5) individuals from which a third member shall be chosen. The parties shall split any fees associated with the neutral third member of the fact finding team. Each member of the fact-finding team shall in turn cross off one name from the list. The final name on such list shall be the third member of the fact-finding team.

The fact-finding team shall promptly convene a hearing to receive evidence and arguments from the parties that are pertinent to the grievance. Thereafter, the fact-finding team shall issue a written decision which shall be presented to the Board of Directors for a final decision.

05. Alternative Channels: Occasionally, a member's/employee's complaint involves the member's/employee's supervisor. While members/employees are encouraged to discuss these



issues directly with their supervisor, the District recognizes that members/employees often do not feel free to express such concerns to them. Therefore, employees are allowed to discuss complaints with the next higher level of management and avoid an awkward situation.

As an alternative, the member/employee may ask the next highest ranking supervisor, another employee, or another supervisor to be present at a complaint discussion with any level of management.

## **Section 7: Administrative Provisions**

### **7.1 Meet and Confer Based on Fiscal Emergency**

During the term of this MOU, the parties hereto shall have no obligation to meet and confer on any matter within scope of representation except as otherwise specified in this agreement.

However, both parties agree that in the event of a bona fide fiscal emergency, the District and Union shall meet, confer and mutually work towards a cooperative solution to solving such fiscal emergency including discussion of wages, benefits and other items covered by this MOU.

### **7.2 Severability of Provisions**

In the event that any provisions of this MOU are declared by a court of competent jurisdiction to be illegal or unenforceable, that provision of the MOU shall be null and void but such nullification shall not affect any other provisions of this MOU, all of which other provisions shall remain in full force and effect.

### **7.3 Past Practices**

Continuance of working conditions and practices not specifically authorized by ordinance or resolution of the District is not guaranteed by this MOU. The wages, benefits and other meet-and-confer items contained within this MOU shall supersede all previous resolutions and ordinances.

### **7.4 Scope of Agreement**

Except as otherwise specifically provided herein, this MOU fully and completely incorporates the understanding of the parties hereto and constitutes the sole and entire agreement between parties on any and all matters subject to meeting and conferring. Neither party shall, during the term of the MOU demand any change therein, nor shall either party be required to negotiate with respect to any matter, provided that nothing herein shall prohibit the parties from changing the terms of this MOU

by mutual agreement.

**7.5 Duration of Agreement**

This Agreement shall become effective at 12:01 a.m., on July 1, 2022. This Agreement shall remain in full force and effect until June 30, 2027, and from year to year thereafter unless either party shall file a written notice with the other of its desire to amend, modify, or terminate this MOU at least 120 days prior to June 30, 2027, or any subsequent anniversary date. The parties may, by mutual consent, extend the term of this MOU for a specified period beyond the expiration date. This agreement supersedes all previous agreements between the District and the Union.

**Section 8: Execution of Agreement**

**IN WITNESS WHEREOF** the parties hereto have executed this Memorandum of Understanding on \_\_\_\_\_, 2022

**EBBETTS PASS FIREFIGHTERS  
LOCAL #3581**

**EBBETTS PASS FIRE DISTRICT**

President

Board Chairman

Secretary

Board Secretary

Effective 07/01/22

56-Hours/Week PERSONNEL PAY SCHEDULE

2022-23

Includes 5.0% COLA increase to FY 2021-22				CLASS	STEP						
				LEVEL	1	2	3	4	5	6	
Interval*					1 Year		1 Year		1 Year		
FIREFIGHTER	Firefighter EMT	Annual for 56 hours/week	Regular OT		1,586.40	1,637.17	1,689.56	1,743.62	1,799.42	1,857.00	
			Holiday Pay		3,045.56	3,143.02	3,243.59	3,347.39	3,454.51	3,565.05	
			Shift Personnel		60,911.20	62,860.36	64,871.89	66,947.79	69,090.12	71,301.00	
				Hourly Rate	FE	20.86	21.53	22.22	22.93	23.66	24.42
	Firefighter Paramedic 1	Annual for 56 hours/week	Regular OT		1,824.36	1,882.74	1,942.99	2,005.17	2,069.33	2,135.55	
			Holiday Pay		3,502.39	3,614.47	3,730.13	3,849.50	3,972.68	4,099.81	
			Shift Personnel		70,047.88	72,289.41	74,602.67	76,989.96	79,453.64	81,996.15	
				Hourly Rate	FP1	23.99	24.76	25.55	26.37	27.21	28.08
	ENGINEER	Engineer EMT	Annual for 56 hours/week	Regular OT		1,840.23	1,899.11	1,959.89	2,022.60	2,087.33	2,154.12
				Holiday Pay		3,532.85	3,645.90	3,762.57	3,882.97	4,007.23	4,135.46
Shift Personnel					70,656.99	72,918.02	75,251.39	77,659.44	80,144.54	82,709.16	
				Hourly Rate	EE	24.20	24.97	25.77	26.60	27.45	28.33
Engineer Paramedic 2		Annual for 56 hours/week	Regular OT		2,116.26	2,183.98	2,253.87	2,325.99	2,400.43	2,477.24	
			Holiday Pay		4,062.78	4,192.79	4,326.96	4,465.42	4,608.31	4,755.78	
			Shift Personnel		81,255.54	83,855.72	86,539.10	89,308.35	92,166.22	95,115.54	
				Hourly Rate	EP2	27.83	28.72	29.64	30.59	31.56	32.57
Engineer Paramedic 1		Annual for 56 hours/week	Regular OT		2,118.57	2,177.46	2,238.23	2,300.95	2,365.67	2,432.46	
			Holiday Pay		4,067.21	4,180.26	4,296.93	4,417.33	4,541.59	4,669.82	
	Shift Personnel			81,344.19	83,605.22	85,938.59	88,346.64	90,831.74	93,396.36		
			Hourly Rate	EP1	27.86	28.63	29.43	30.26	31.11	31.99	
CAPTAIN	Captain EMT	Annual for 56 hours/week	Regular OT		2,134.66	2,202.97	2,273.47	2,346.22	2,421.30	2,498.78	
			Holiday Pay		4,098.11	4,229.24	4,364.58	4,504.25	4,648.38	4,797.13	
			Shift Personnel		81,962.11	84,584.90	87,291.62	90,084.95	92,967.66	95,942.63	
				Hourly Rate	CE	28.07	28.97	29.89	30.85	31.84	32.86
	Captain Paramedic 2	Annual for 56 hours/week	Regular OT		2,454.86	2,533.42	2,614.49	2,698.15	2,784.49	2,873.60	
			Holiday Pay		4,712.82	4,863.63	5,019.27	5,179.88	5,345.64	5,516.70	
			Shift Personnel		94,256.43	97,272.63	100,385.36	103,597.69	106,912.81	110,334.02	
				Hourly Rate	CP2	32.28	33.31	34.38	35.48	36.61	37.79
	Captain Paramedic 1	Annual for 56 hours/week	Regular OT		2,413.01	2,481.32	2,551.81	2,624.56	2,699.64	2,777.12	
			Holiday Pay		4,632.47	4,763.60	4,898.94	5,038.61	5,182.74	5,331.49	
Shift Personnel				92,649.31	95,272.10	97,978.82	100,772.15	103,654.86	106,629.83		
			Hourly Rate	CP1	31.73	32.63	33.55	34.51	35.50	36.52	
BATTALION CHIEF	Batt Chief EMT	Annual for 56 hours/week	Regular OT		2,476.21	2,555.45	2,637.22	2,721.61	2,808.71	2,898.58	
			Holiday Pay		4,753.80	4,905.92	5,062.91	5,224.93	5,392.12	5,564.67	
			Shift Personnel		95,076.05	98,118.48	101,258.27	104,498.54	107,842.49	111,293.45	
				Hourly Rate	BCE	32.56	33.60	34.68	35.79	36.93	38.11
	Batt Chief Paramedic 2	Annual for 56 hours/week	Regular OT		2,847.64	2,938.77	3,032.81	3,129.86	3,230.01	3,333.37	
			Holiday Pay		5,466.87	5,641.81	5,822.35	6,008.67	6,200.94	6,399.37	
			Shift Personnel		109,337.46	112,836.25	116,447.01	120,173.32	124,018.87	127,987.47	
				Hourly Rate	BCP2	37.44	38.64	39.88	41.16	42.47	43.83
	Batt Chief Paramedic 1	Annual for 56 hours/week	Regular OT		2,754.55	2,833.79	2,915.57	2,999.96	3,087.05	3,176.93	
			Holiday Pay		5,288.16	5,440.28	5,597.27	5,759.29	5,926.48	6,099.03	
Shift Personnel				105,763.25	108,805.68	111,945.47	115,185.74	118,529.69	121,980.65		
			Hourly Rate	BCP1	36.22	37.26	38.34	39.45	40.59	41.77	

\*Minimum amount of time at this step.

Shaded area indicates annual amount.

Paramedic 1 indicates rank placement for promoting Firefighter-Paramedics hired after 11/15/2016; Paramedic 2 for those hired prior to 11/15/2016.