

City of Sacramento
Civil Service Board Report
915 I Street Sacramento, CA 95814
www.cityofsacramento.org

File ID: 2026-01488

8/17/2026

Revision of the Local 522 Classification Specifications to Remove the Residency Requirement

File ID: 2026-01488

Location: Citywide

Recommendation: Pass a **Motion** approving the proposed revisions to the Fire Battalion Chief, Fire Captain, Fire Engineer, Firefighter, Sacramento Fire Emergency Medical Technician, and Sacramento Fire Paramedic classification specifications to remove the Residency Requirement, consistent with the recently executed Memorandum of Understanding (MOU), which waives this requirement for Local 522 represented classifications.

Contact: Ben Wilson, Senior Personnel Analyst, (916) 808-1971, bwilson@cityofsacramento.org, Human Resources Department

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Redline Fire Battalion Chief Classification Specification
- 3-Final Fire Battalion Chief Classification Specification
- 4-Redline Fire Captain Classification Specification
- 5-Final Fire Captain Classification Specification
- 6-Redline Fire Engineer Classification Specification
- 7-Final Fire Engineer Classification Specification
- 8-Redline Firefighter Classification Specification
- 9-Final Firefighter Classification Specification
- 10-Redline Sacramento Fire Emergency Medical Technician Classification Specification
- 11-Final Sacramento Fire Emergency Medical Technician Classification Specification
- 12-Redline Sacramento Fire Paramedic Classification Specification
- 13-Final Sacramento Fire Paramedic Classification Specification
- 14-Labor Union Concurrence
- 15- Sacramento Area Firefighters, Local 522, Memorandum of Understanding (2025-2028)

Description/Analysis

Issue Detail: The Fire Battalion Chief, Fire Captain, Fire Engineer, Firefighter, Sacramento Fire Emergency Medical Technician, and Sacramento Fire Paramedic classification specifications are being revised to remove Residency Requirement language. The revisions align the classification specifications with the recently executed Memorandum of Understanding (MOU), which waives the Residency Requirement for Local 522 represented classifications.

Policy Considerations: Per Civil Service Board Rule 3 - Position Classification, amendments to classifications become effective upon approval of the Board.

Economic Impacts: Not applicable.

Environmental Considerations: The recommendation does not constitute a “project” as defined by the CEQA Guidelines as the recommendation is a continuing administrative or maintenance activity and an organizational or administrative activity of the City that will not result in a direct or indirect physical change in the environment. (CEQA Guidelines sections 15378(b)(2) and 15378(b)(5)).

Sustainability: Not applicable.

Commission/Committee Action: None.

Rationale for Recommendation: The recently executed Memorandum of Understanding (2025-2028) between the City of Sacramento and Sacramento Area Firefighters, Local 522 waives the Residency Requirement for Local 522 represented classifications (Article 27.10). Revising the classification specifications ensures the classification specifications are consistent with the terms of the MOU.

Financial Considerations: Not applicable.

Local Business Enterprise (LBE): Not applicable.

Fire Battalion Chief

DEFINITION

DEFINITION

Under general direction, the Fire Battalion Chief performs second-level supervisory and skilled firefighting duties; directs the activities of fire companies in a battalion on an assigned shift; directs the instruction, training, and drilling of departmental personnel in effective fire control methods.

DISTINGUISHING CHARACTERISTICS

This is a supervisory-level sworn classification populated with multiple incumbents. The Fire Battalion Chief exercises considerable independent judgment subject to departmental regulations and general administrative review. This classification is distinguished from the lower classification of Fire Captain in that the Battalion Chief supervises a group of companies on an assigned shift, while the Fire Captain is assigned to a company and may supervise the firefighting activities at the scene of a fire until relieved of command by a superior supervisor. The Fire Battalion Chief is distinguished from the higher ranking classification of Fire Assistant Chief in that the latter has overall battalion responsibility for the department's training, communications, fire prevention programs, or a suppression battalion.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by a Fire Assistant Chief or higher-level sworn Fire personnel. Responsibilities may include the direct supervision of Fire Captains, other sworn, and non-sworn lower-level personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Direct, oversee, and coordinate the functions and activities of assigned personnel to achieve desired goals; provide guidance to department personnel on the more difficult assignments, activities, and complex incidents.
- Evaluate the work performance of assigned personnel both formally and informally; make recommendations for areas of improvement; and review performance evaluations submitted by Company Officers.
- Delegate duties, tasks, and/or authority to other officers within the Battalion; follows-up as necessary.

- Assist higher ranking Officers by doing research, analyzing statistical data, and performing other special projects; coordinate departmental programs. Prepare, review, and administer department training programs.
- Develop and enforce programs to maintain fire ground and emergency scene readiness.
- Instruct personnel in the proper performance of their duties, compliance with rules and procedures, and equipment/apparatus use; review training schedules.
- Respond to and mediate complaints and differences of opinion among staff and the community.
- Encourage personnel to perform their best work. Provide a work atmosphere conducive to employee work production and job satisfaction. Limit unnecessary work obstacles and respond promptly to visible or stated employee concerns.
- Communicate the preliminary steps in the disciplinary process; recommend appropriate disciplinary action; and review recommendations for disciplinary or corrective action.
- Initiate and implement preparations for the operation of daily, routine and special events; the development of personnel; and the handling of emergency situations.
- Identify problem areas and formulates solutions; anticipate future needs and recommend appropriate actions.
- Maintain staffing levels for department operations; review scheduling and deployment of personnel and equipment; recommend and assign personnel to specific stations and areas of work; approve leaves, vacations, and overtime; and maintain records.
- Participate in determining departmental goals and objectives; establish priorities for goal accomplishment; monitor and evaluate overall performance and progress; revise priorities to accommodate changes in resources and needs.
- Advise department personnel as to the meaning of policies, rules, regulations, directives, labor contracts, and SOGs; announce and explain procedures and regulations; enforce adherence to policies by others.
- Respond to emergencies and critical incidents by directing and managing resources and activities; assess the situation and probable impact; establishes strategic goals and objectives; initiate specific actions; manage incident resource needs using ICS/NIMS and departmental SOGs; and conduct post-incident analysis.

- Ensure the safety and security of assigned personnel; identify unsafe work environment or behaviors and take appropriate action to alleviate the situation and prevent reoccurrence.
- Maintain and encourage conditioning and fitness standards, as set by current policy and procedure, to ensure personnel readiness and effective performance of duties.
- Ensure firefighter and EMS skills maintenance and preparedness among assigned personnel.
- Attend and participate in meetings and briefings; keep others informed of important activities recent events that may have an impact on operations.
- Establish and maintain communication with individuals from other agencies and City departments to exchange information and coordinate activities.
- Act as a representative of the department in the community. Meet with and make presentations to government officials, business groups, community representatives, special interest and professional groups, and the general public to encourage a better understanding of the department and its programs/policies.
- Establish and maintain lines of communication with others in order to ensure proper flow of information. Coordinate and ensure the flow of information between shifts.
- Prepare reports, memos, e-mails, instructions, and other written correspondence which are both intra- and inter-departmental in nature.
- Participate in training classes and other continuing educational opportunities to maintain certifications and stay current with industry standards.
- Perform as a Safety Officer as directed.
- Perform administrative assignments as directed.
- Provide exceptional customer service to those contacted in the course of work.
- Other related duties may also be performed; not all duties listed are necessarily performed by each individual holding this classification.

QUALIFICATIONS

Knowledge of:

- Management and leadership methods, procedures, and training principles.

- Fire department organization, administration, and budgeting principles and practices.
- Departmental Standard Operating Guidelines (SOGs), Administrative Policies, and current Collective Bargaining Agreement/MOU; City's civil service rules and administrative policies/procedures.
- Federal, state, and local laws, codes, ordinances, and regulations related to fire prevention, suppression, and control.
- Incident Command System (ICS), National Incident Management System (NIMS), and FIREScope principles.
- Fire suppression techniques, tactics and strategy.
- Ventilation, salvage, and rescue practices and procedures.
- Fire inspection principles, practices, and procedures.
- Disaster preparedness and homeland security principles, practices, and procedures.
- Fire, explosive, and arson investigation principles, practices, and procedures.
Hazardous materials principles, practices, and procedures.
- Building construction and utility installations (e.g., electric, gas, etc.).
Physical sciences as they relate to the fire service and fire behavior, including chemistry and physics.
- Firefighting equipment, tools, and apparatus (including the readiness, operation and maintenance requirements of each).
- Emergency Medical Services principles, practices and protocols as specified in Department policies and procedures.
- Fire service occupational hazards and safety precautions.
Incidents, practices and procedures of a Safety Officer.
- Safe driving concepts applicable to driving emergency vehicles.
- Geography of the City, location of water mains and fire hydrants and the location of major fire hazards in the City.
- Familiarizes themselves with and inspects target hazards across the city, communicating any changes to crews and staff when applicable.

Skill in:

- Use of computers, computer applications and software.
- Operation of emergency response vehicles.

Ability to:

- Direct and guide others in the accomplishment of tasks and goals; clearly communicate expectations and standards to staff.
- Actively support management decisions and policy once they are made, motivate employees toward organizational goals through collaboration, cooperation and participation.
- Take ownership of departmental programs and philosophies, and proactively create organizational buy-in and support among staff.
- Utilize a critical thinking approach, quickly perceive and define problem areas, and identify options and impacts.
- Deal with people in a tactful, diplomatic manner.
- Treat lower-level personnel in a fair, consistent, impartial manner with due recognition for individual differences.
- Forecast future needs, coordinate functions and activities, establish priorities, and make use of the chain of command.
- Effectively devise and implement objectives, plans, and programs.
- Delegate and coordinate work appropriately and effectively.
- Explore different alternatives to find the most successful solution.
- Size-up fire/emergency scenes, determine appropriate course of action, coordinate activities, and take appropriate actions at the scene of an emergency.
- Use ICS terminology and NIMS compliant principles; effectively direct and manage the deployment of resources (such as personnel, apparatus, etc.) to accomplish strategic objectives.
- Understand how the political, social, and cultural environment of the community affects the Department; promote the Department's mission and values in the community.
- Make presentations that are well-ordered and tailored to the audience.

- Communicate on technical and non-technical subjects with both fire personnel and the public.
- Speak in a clear and understandable manner.
- Articulate recommendations and supportive facts, summarize information, and influence others.
- Write effective correspondence and technical reports to and for people at all levels of the organization and the public.
- Effectively express ideas in writing (including grammar, word usage, organization, and structure).
- Read and abstract the meaning from a variety of written sources (such as laws, codes, training and reference material).
- Supervise the operation and maintenance of the various types of equipment and apparatus used by the Fire Department.
- Analyze situations correctly and quickly and adopt effective courses of action.
- Formulate and conduct a comprehensive training program.
- Establish and maintain effective working relationships with City personnel, City officials, outside organizations, and the general public.

EXPERIENCE AND EDUCATION

Experience:

Five (5) years of experience in the classification of Fire Captain with the City of Sacramento and an associate's degree or higher from an accredited college or university in fire science, fire technology or a closely related field.

OR

Five (5) years of experience in the classification of Fire Captain with the City of Sacramento, an associate's degree or higher from an accredited college or university and a technical certificate in fire science, fire technology or a closely related field.

OR

Seven (7) years of experience in the classification of Fire Captain with the City of Sacramento and a technical certificate in fire science, fire technology or a closely related field.

SPECIAL QUALIFICATIONS

Certification:

- Successful completion of the required courses for the California State Fire Training Chief Officer or Chief Fire Officer.
- Certification of completion in Hazardous Material Incident Command.
- Certification of completion in Incident Command System ICS 300.

Drivers License:

Possession of a valid California Class C Drivers License at the time of appointment.

Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual physical performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Residency Requirement:

~~Employees in this classification must reside within thirty-five (35) air miles from the freeway interchange at W-X Streets, 29th - 30th Streets within one year following appointment.~~

Background:

Must successfully complete a background investigation.

Probationary Period:

Employees must complete six (6) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Adopted:

Revised: 10/19/10, 4/7/15, 8/4/15, 01/26/2026, 7/10/2026

Title Change:

Maintenance:

Update:

Abolished:

Class Code: 05170

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Fire Battalion Chief

DEFINITION

DEFINITION

Under general direction, the Fire Battalion Chief performs second-level supervisory and skilled firefighting duties; directs the activities of fire companies in a battalion on an assigned shift; directs the instruction, training, and drilling of departmental personnel in effective fire control methods.

DISTINGUISHING CHARACTERISTICS

This is a supervisory-level sworn classification populated with multiple incumbents. The Fire Battalion Chief exercises considerable independent judgment subject to departmental regulations and general administrative review. This classification is distinguished from the lower classification of Fire Captain in that the Battalion Chief supervises a group of companies on an assigned shift, while the Fire Captain is assigned to a company and may supervise the firefighting activities at the scene of a fire until relieved of command by a superior supervisor. The Fire Battalion Chief is distinguished from the higher ranking classification of Fire Assistant Chief in that the latter has overall battalion responsibility for the department's training, communications, fire prevention programs, or a suppression battalion.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by a Fire Assistant Chief or higher-level sworn Fire personnel. Responsibilities may include the direct supervision of Fire Captains, other sworn, and non-sworn lower-level personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Direct, oversee, and coordinate the functions and activities of assigned personnel to achieve desired goals; provide guidance to department personnel on the more difficult assignments, activities, and complex incidents.
- Evaluate the work performance of assigned personnel both formally and informally; make recommendations for areas of improvement; and review performance evaluations submitted by Company Officers.
- Delegate duties, tasks, and/or authority to other officers within the Battalion; follows-up as necessary.

- Assist higher ranking Officers by doing research, analyzing statistical data, and performing other special projects; coordinate departmental programs. Prepare, review, and administer department training programs.
- Develop and enforce programs to maintain fire ground and emergency scene readiness.
- Instruct personnel in the proper performance of their duties, compliance with rules and procedures, and equipment/apparatus use; review training schedules.
- Respond to and mediate complaints and differences of opinion among staff and the community.
- Encourage personnel to perform their best work. Provide a work atmosphere conducive to employee work production and job satisfaction. Limit unnecessary work obstacles and respond promptly to visible or stated employee concerns.
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- Participate in determining departmental goals and objectives; establish priorities for goal accomplishment; monitor and evaluate overall performance and progress; revise priorities to accommodate changes in resources and needs.
- Advise department personnel as to the meaning of policies, rules, regulations, directives, labor contracts, and SOGs; announce and explain procedures and regulations; enforce adherence to policies by others.
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- Establish and maintain communication with individuals from other agencies and City departments to exchange information and coordinate activities.
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- Participate in training classes and other continuing educational opportunities to maintain certifications and stay current with industry standards.
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- Management and leadership methods, procedures, and training principles.

- Fire department organization, administration, and budgeting principles and practices.
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- Disaster preparedness and homeland security principles, practices, and procedures.
- Fire, explosive, and arson investigation principles, practices, and procedures.
Hazardous materials principles, practices, and procedures.
- Building construction and utility installations (e.g., electric, gas, etc.).
Physical sciences as they relate to the fire service and fire behavior, including chemistry and physics.
- Firefighting equipment, tools, and apparatus (including the readiness, operation and maintenance requirements of each).
- Emergency Medical Services principles, practices and protocols as specified in Department policies and procedures.
- Fire service occupational hazards and safety precautions.
Incidents, practices and procedures of a Safety Officer.
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- Geography of the City, location of water mains and fire hydrants and the location of major fire hazards in the City.
- Familiarizes themselves with and inspects target hazards across the city, communicating any changes to crews and staff when applicable.

Skill in:

- Use of computers, computer applications and software.
- Operation of emergency response vehicles.

Ability to:

- Direct and guide others in the accomplishment of tasks and goals; clearly communicate expectations and standards to staff.
- Actively support management decisions and policy once they are made, motivate employees toward organizational goals through collaboration, cooperation and participation.
- Take ownership of departmental programs and philosophies, and proactively create organizational buy-in and support among staff.
- Utilize a critical thinking approach, quickly perceive and define problem areas, and identify options and impacts.
- Deal with people in a tactful, diplomatic manner.
- Treat lower-level personnel in a fair, consistent, impartial manner with due recognition for individual differences.
- Forecast future needs, coordinate functions and activities, establish priorities, and make use of the chain of command.
- Effectively devise and implement objectives, plans, and programs.
- Delegate and coordinate work appropriately and effectively.
- Explore different alternatives to find the most successful solution.
- Size-up fire/emergency scenes, determine appropriate course of action, coordinate activities, and take appropriate actions at the scene of an emergency.
- Use ICS terminology and NIMS compliant principles; effectively direct and manage the deployment of resources (such as personnel, apparatus, etc.) to accomplish strategic objectives.
- Understand how the political, social, and cultural environment of the community affects the Department; promote the Department's mission and values in the community.
- Make presentations that are well-ordered and tailored to the audience.

- Communicate on technical and non-technical subjects with both fire personnel and the public.
- Speak in a clear and understandable manner.
- Articulate recommendations and supportive facts, summarize information, and influence others.
- Write effective correspondence and technical reports to and for people at all levels of the organization and the public.
- Effectively express ideas in writing (including grammar, word usage, organization, and structure).
- Read and abstract the meaning from a variety of written sources (such as laws, codes, training and reference material).
- Supervise the operation and maintenance of the various types of equipment and apparatus used by the Fire Department.
- Analyze situations correctly and quickly and adopt effective courses of action.
- Formulate and conduct a comprehensive training program.
- Establish and maintain effective working relationships with City personnel, City officials, outside organizations, and the general public.

EXPERIENCE AND EDUCATION

Experience:

Five (5) years of experience in the classification of Fire Captain with the City of Sacramento and an associate's degree or higher from an accredited college or university in fire science, fire technology or a closely related field.

OR

Five (5) years of experience in the classification of Fire Captain with the City of Sacramento, an associate's degree or higher from an accredited college or university and a technical certificate in fire science, fire technology or a closely related field.

OR

Seven (7) years of experience in the classification of Fire Captain with the City of Sacramento and a technical certificate in fire science, fire technology or a closely related field.

SPECIAL QUALIFICATIONS

Certification:

- Successful completion of the required courses for the California State Fire Training Chief Officer or Chief Fire Officer.
- Certification of completion in Hazardous Material Incident Command.
- Certification of completion in Incident Command System ICS 300.

Drivers License:

Possession of a valid California Class C Drivers License at the time of appointment.

Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual physical performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Background:

Must successfully complete a background investigation.

Probationary Period:

Employees must complete six (6) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Adopted:

Revised: 10/19/10, 4/7/15, 8/4/15, 01/26/2026, 7/10/2026

Title Change:

Maintenance:

Update:

Abolished:

Class Code: 05170

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Fire Captain

DEFINITION

DEFINITION

Under general direction, the Fire Captain performs skilled and supervisory work in directing the activities of a fire company on an assigned shift. The employee is the first line supervisor in the Fire Department responsible for the discipline of lower-level Fire personnel assigned to a company and the maintenance of equipment and apparatus in accordance with departmental regulations. The employee may supervise the firefighting activities at the scene of a fire until relieved of command by a higher-level sworn Fire personnel. This may involve entering a burning building with Firefighters in order to direct their work. The employee reports to higher-level sworn Fire personnel on administrative matters.

ESSENTIAL DUTIES AND RESPONSIBILITIES

TYPICAL DUTIES

- Responds to fire alarms received in an appointed district and directs the route to be taken to the fire.
- Determines the best method of extinguishing a fire and saving lives until relieved of command by a higher-level sworn Fire personnel.
- Supervises laying hose, direction and pressure of water stream, placing ladders, ventilating buildings, rescuing persons, administering first aid, placing salvage covers, cleaning up premises after extinguishing the fire, and returning all fire equipment after the fire.
- Supervises cleaning of living quarters, equipment and apparatus; conducts roll call, inspects personnel, transmits orders and information to lower-level personnel; makes reports as necessary.
- Performs related duties as required.

QUALIFICATIONS

Knowledge of:

- The principles, practices and procedures of modern firefighting and fire prevention.
- The rules and regulations of the Fire Department, State laws, City ordinances, and national standards relating to fire prevention and fire safety.

- The operation and maintenance of various types of apparatus and equipment used by a Fire Department.
- The principles and practices involved in instructing and training members of a fire company.
- The geography of Sacramento, location of water mains and fire hydrants, and location of major fire hazards in the City.

Ability to:

- Supervise the effective use of fire equipment and apparatus.
- Lead workers effectively, maintain discipline, promote harmony, exercise sound judgment, and cooperate with other personnel.
- Prepare clear and concise reports.

EXPERIENCE AND EDUCATION

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Possession of a Fire Technology/Fire Science Certificate.

Uniformed members of the Fire Department appointed prior to March 6, 1978 shall be deemed to possess a Fire Science Certificate for purposes of this requirement.

Experience:

Five years of experience as a Firefighter with the City of Sacramento.

SPECIAL QUALIFICATIONS

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the Class C License is cause for discipline. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a valid Class A or B Driver License is required for some assignments.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual physical performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

~~Residency Requirement:~~

~~Employees in this classification must reside within thirty-five (35) air miles from the freeway interchange at W-X Streets, 29th-30th Streets within one year following appointment.~~

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

CLASS HISTORY

Adopted:

Revised: 4/7/15, 01/26/2026, 7/10/2026

Title Change:

Maintenance:

Update:

Abolished:

Class Code: 05020

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Fire Captain

DEFINITION

DEFINITION

Under general direction, the Fire Captain performs skilled and supervisory work in directing the activities of a fire company on an assigned shift. The employee is the first line supervisor in the Fire Department responsible for the discipline of lower-level Fire personnel assigned to a company and the maintenance of equipment and apparatus in accordance with departmental regulations. The employee may supervise the firefighting activities at the scene of a fire until relieved of command by a higher-level sworn Fire personnel. This may involve entering a burning building with Firefighters in order to direct their work. The employee reports to higher-level sworn Fire personnel on administrative matters.

ESSENTIAL DUTIES AND RESPONSIBILITIES

TYPICAL DUTIES

- Responds to fire alarms received in an appointed district and directs the route to be taken to the fire.
- Determines the best method of extinguishing a fire and saving lives until relieved of command by a higher-level sworn Fire personnel.
- Supervises laying hose, direction and pressure of water stream, placing ladders, ventilating buildings, rescuing persons, administering first aid, placing salvage covers, cleaning up premises after extinguishing the fire, and returning all fire equipment after the fire.
- Supervises cleaning of living quarters, equipment and apparatus; conducts roll call, inspects personnel, transmits orders and information to lower-level personnel; makes reports as necessary.
- Performs related duties as required.

QUALIFICATIONS

Knowledge of:

- The principles, practices and procedures of modern firefighting and fire prevention.
- The rules and regulations of the Fire Department, State laws, City ordinances, and national standards relating to fire prevention and fire safety.

- The operation and maintenance of various types of apparatus and equipment used by a Fire Department.
- The principles and practices involved in instructing and training members of a fire company.
- The geography of Sacramento, location of water mains and fire hydrants, and location of major fire hazards in the City.

Ability to:

- Supervise the effective use of fire equipment and apparatus.
- Lead workers effectively, maintain discipline, promote harmony, exercise sound judgment, and cooperate with other personnel.
- Prepare clear and concise reports.

EXPERIENCE AND EDUCATION

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Possession of a Fire Technology/Fire Science Certificate.

Uniformed members of the Fire Department appointed prior to March 6, 1978 shall be deemed to possess a Fire Science Certificate for purposes of this requirement.

Experience:

Five years of experience as a Firefighter with the City of Sacramento.

SPECIAL QUALIFICATIONS

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the Class C License is cause for discipline. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a valid Class A or B Driver License is required for some assignments.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual physical performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

CLASS HISTORY

Adopted:

Revised: 4/7/15, 01/26/2026, 7/10/2026

Title Change:

Maintenance:

Update:

Abolished:

Class Code: 05020

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Fire Engineer

DEFINITION

DEFINITION

Under direction of a superior officer, performs specialized firefighting work involving the operation and maintenance of fire apparatus and a major piece of firefighting equipment. The work requires special skills acquired through experience and technical training.

ESSENTIAL DUTIES AND RESPONSIBILITIES

TYPICAL DUTIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Drives pumpers, aerial ladders, and aerial platform apparatus when responding to the scene of fires and when participating in drills.
- Operates pumping equipment and other apparatus to insure that necessary water pressure is maintained at all times.
- Operates aerial ladders, telescoping articulating aerial platform, and other apparatus when participating in drills or responding to fire alarms.
- Inspects and maintains apparatus and equipment to insure proper working condition and makes minor repairs as necessary.
- Prepares required reports relating to maintenance, inspection, movements, and usage of fire apparatus including equipment and hose records.
- Attends instruction sessions in such subjects as firefighting methods, equipment operation, first aid, and street and hydrant locations.
- Performs related work as required.

QUALIFICATIONS

Knowledge of:

- Modern firefighting procedures.

- The operation and maintenance of the various types of equipment and apparatus used by the Fire Department.
- The locations of streets, hydrants, public buildings, and local hazards in the City of Sacramento.
- Fire Department rules and regulations.

Ability to:

- Apply knowledge of modern firefighting procedures and equipment.
- Analyze situations and develop an effective course of action.
- Keep records and prepare required reports.
- Establish and maintain effective relationships with employees and the general public.

EXPERIENCE AND EDUCATION

Experience:

Four years of experience as a Firefighter with the City of Sacramento.

Education:

Possession of a Fire Technology/Fire Science Certificate.

Uniformed members of the Fire Department appointed prior to March 6, 1978 shall be deemed to possess a Fire Science Certificate for purposes of this requirement.

SPECIAL QUALIFICATIONS

Driver License:

Possession of a valid California Class C Driver License with firefighter endorsement at the time of appointment. Loss of the Driver License is cause for discipline. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a valid Class A or B Driver License is required for some assignments.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Residency Requirement:

~~Employees in this classification must reside within thirty-five (35) air miles from the freeway interchange at W-X Streets, 29th - 30th Streets within one year following appointment.~~

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

CLASS HISTORY

Adopted:

Revised: 4/7/15, 1/26/2026, 7/10/2026

Title Change:

Maintenance:

Update:

Abolished:

Class Code: 05050

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Fire Engineer

DEFINITION

DEFINITION

Under direction of a superior officer, performs specialized firefighting work involving the operation and maintenance of fire apparatus and a major piece of firefighting equipment. The work requires special skills acquired through experience and technical training.

ESSENTIAL DUTIES AND RESPONSIBILITIES

TYPICAL DUTIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Drives pumpers, aerial ladders, and aerial platform apparatus when responding to the scene of fires and when participating in drills.
- Operates pumping equipment and other apparatus to insure that necessary water pressure is maintained at all times.
- Operates aerial ladders, telescoping articulating aerial platform, and other apparatus when participating in drills or responding to fire alarms.
- Inspects and maintains apparatus and equipment to insure proper working condition and makes minor repairs as necessary.
- Prepares required reports relating to maintenance, inspection, movements, and usage of fire apparatus including equipment and hose records.
- Attends instruction sessions in such subjects as firefighting methods, equipment operation, first aid, and street and hydrant locations.
- Performs related work as required.

QUALIFICATIONS

Knowledge of:

- Modern firefighting procedures.

- The operation and maintenance of the various types of equipment and apparatus used by the Fire Department.
- The locations of streets, hydrants, public buildings, and local hazards in the City of Sacramento.
- Fire Department rules and regulations.

Ability to:

- Apply knowledge of modern firefighting procedures and equipment.
- Analyze situations and develop an effective course of action.
- Keep records and prepare required reports.
- Establish and maintain effective relationships with employees and the general public.

EXPERIENCE AND EDUCATION

Experience:

Four years of experience as a Firefighter with the City of Sacramento.

Education:

Possession of a Fire Technology/Fire Science Certificate.

Uniformed members of the Fire Department appointed prior to March 6, 1978 shall be deemed to possess a Fire Science Certificate for purposes of this requirement.

SPECIAL QUALIFICATIONS

Driver License:

Possession of a valid California Class C Driver License with firefighter endorsement at the time of appointment. Loss of the Driver License is cause for discipline. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a valid Class A or B Driver License is required for some assignments.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

CLASS HISTORY

Adopted:

Revised: 4/7/15, 1/26/2026, 7/10/2026

Title Change:

Maintenance:

Update:

Abolished:

Class Code: 05050

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Firefighter

DEFINITION

DEFINITION:

To protect life and property by combating, extinguishing, and preventing fires and to perform emergency medical assistance.

DISTINGUISHING CHARACTERISTICS:

Firefighter is a journey-level classification. It reports to the respective company officer in the fire Suppression Division and/or to the Fire Captain in the Emergency Medical Services Division. During medical emergencies, the Firefighter may report to a Fire/Paramedic Captain for medical/clinical issues. Incumbents are expected to perform the full range of duties of a Firefighter. The classification is distinguished from Fire Recruit in that the latter is a training classification used during the Sacramento Fire Department Fire Academy.

SUPERVISION RECEIVED AND EXERCISED:

General supervision is provided by fire company officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to fire with a fire company, enter burning buildings with hose lines, operate nozzles, and extinguish the fire as directed.
- Operate hand fire extinguishers, fog nozzles, and similar equipment in extinguishing fires; raise, lower, and climb ladders; and ventilate burning buildings to carry off smoke and gases.
- Respond to emergency medical calls and provide basic life support for ill and injured persons; may provide advanced life support for critically ill and injured persons.
- Render emergency care in accordance with the provisions of Sacramento County EMS policies and procedures.
- Rescue persons from danger and administer medical aid as necessary.

- Perform salvage operations such as throwing salvage covers, evacuating water, removing debris, and performing general clean-up at the fire scene.
- Perform routine housekeeping duties at a fire station, such as mowing grass, making beds, cleaning walls, washing windows, and sweeping floors.
- Perform limited repair and maintenance work on fire equipment and apparatus.
- Attend in-service training sessions to learn firefighting strategies and tactics, equipment operation, medical aid, and street and hydrant locations.
- Perform business inspections.
- Conduct public education programs.
- Promote fire safety and burn prevention among public contacts.
- Operate ambulances.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles and practices of fire suppression, hazardous materials mitigation, fire suppression, and emergency medical services.
- Functions, characteristics, and proper use and maintenance of medical and firefighting equipment and supplies.
- Current laws and regulations pertaining to fire prevention and safety.
- City geography.
- Fire hazards.
- Firefighting and medical resources.

Ability to:

- Understand and learn firefighting and emergency medical information from oral and written sources.
- Read and write the English language at a level necessary for efficient performance.
- Understand and apply mechanical diagrams and concepts.
- Understand and follow oral instructions.

- Work long hours under stressful conditions.
- Apply a wide variety of firefighting duties, methods, and procedures including the operation of firefighting apparatus, equipment, and tools.
- Perform physical and strenuous firefighting and emergency medical work requiring physical strength, coordination, endurance, and flexibility.
- Establish and maintain cooperative relations with others.
- Communicate clearly and concisely with others, both verbally and in writing.

Education and Experience:

Fire Recruit Entry

Education:

Successful completion of the Sacramento Fire Department sponsored Fire Academy as a City of Sacramento Fire Recruit as outlined in the Fire Recruit classification specification and Civil Service Board Rules and Regulations 3.5(c)(4)(ii).; and a high school diploma or G.E.D. equivalent.

OR

Lateral Entry

Experience:

Current employment as a full-time Firefighter or current placement on the California Professional Firefighters (CPF) rehire list; and must have successfully completed probation in current or past fire department; and have two years of continuous experience as a paid full-time career Firefighter; and

Education:

Possession of a valid California or National Registry EMT certificate; or possession of a valid California or National Registry Paramedic License; and possession of a California State Fire Marshal Firefighter 1 certificate; and must be able to successfully complete the Sacramento Fire Department sponsored Lateral Fire Academy; and a high school diploma or G.E.D equivalent.

SPECIAL QUALIFICATIONS:

Age:

Must be at least 21 years of age at the time of appointment.

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the driver license is cause for discipline. This requirement may be reviewed on a case-by-case basis for individuals with disabilities.

Medical Examination / Drug Test:

If considered for appointment, candidates must pass a medical examination and a drug test.

Background:

If considered for appointment, candidates must pass a background investigation, which may include a criminal history check for job-related convictions, fingerprinting, polygraph test, psychology exam and drug use history.

Candidate Physical Ability Test (CPAT) Certificate:

Possession of a valid CPAT Certificate at time of appointment; in addition, the certificate must have been issued within 12 months from the start date of the Sacramento Fire Department Fire Academy.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual physical performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Residency Requirement:

~~Employees in this classification must reside within thirty-five (35) air miles from the freeway interchange at W-X Streets, 29th - 30th Streets within one year following appointment.~~

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

Probationary Period:

Employees must complete twelve (12) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Adopted:

Revised: 4/7/15, 06/07/16, 7/10/2026

Title Change:

Maintenance Update:

Abolished:

Class Code: 05010

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Firefighter

DEFINITION

DEFINITION:

To protect life and property by combating, extinguishing, and preventing fires and to perform emergency medical assistance.

DISTINGUISHING CHARACTERISTICS:

Firefighter is a journey-level classification. It reports to the respective company officer in the fire Suppression Division and/or to the Fire Captain in the Emergency Medical Services Division. During medical emergencies, the Firefighter may report to a Fire/Paramedic Captain for medical/clinical issues. Incumbents are expected to perform the full range of duties of a Firefighter. The classification is distinguished from Fire Recruit in that the latter is a training classification used during the Sacramento Fire Department Fire Academy.

SUPERVISION RECEIVED AND EXERCISED:

General supervision is provided by fire company officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to fire with a fire company, enter burning buildings with hose lines, operate nozzles, and extinguish the fire as directed.
- Operate hand fire extinguishers, fog nozzles, and similar equipment in extinguishing fires; raise, lower, and climb ladders; and ventilate burning buildings to carry off smoke and gases.
- Respond to emergency medical calls and provide basic life support for ill and injured persons; may provide advanced life support for critically ill and injured persons.
- Render emergency care in accordance with the provisions of Sacramento County EMS policies and procedures.
- Rescue persons from danger and administer medical aid as necessary.

- Perform salvage operations such as throwing salvage covers, evacuating water, removing debris, and performing general clean-up at the fire scene.
- Perform routine housekeeping duties at a fire station, such as mowing grass, making beds, cleaning walls, washing windows, and sweeping floors.
- Perform limited repair and maintenance work on fire equipment and apparatus.
- Attend in-service training sessions to learn firefighting strategies and tactics, equipment operation, medical aid, and street and hydrant locations.
- Perform business inspections.
- Conduct public education programs.
- Promote fire safety and burn prevention among public contacts.
- Operate ambulances.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles and practices of fire suppression, hazardous materials mitigation, fire suppression, and emergency medical services.
- Functions, characteristics, and proper use and maintenance of medical and firefighting equipment and supplies.
- Current laws and regulations pertaining to fire prevention and safety.
- City geography.
- Fire hazards.
- Firefighting and medical resources.

Ability to:

- Understand and learn firefighting and emergency medical information from oral and written sources.
- Read and write the English language at a level necessary for efficient performance.
- Understand and apply mechanical diagrams and concepts.
- Understand and follow oral instructions.

- Work long hours under stressful conditions.
- Apply a wide variety of firefighting duties, methods, and procedures including the operation of firefighting apparatus, equipment, and tools.
- Perform physical and strenuous firefighting and emergency medical work requiring physical strength, coordination, endurance, and flexibility.
- Establish and maintain cooperative relations with others.
- Communicate clearly and concisely with others, both verbally and in writing.

Education and Experience:

Fire Recruit Entry

Education:

Successful completion of the Sacramento Fire Department sponsored Fire Academy as a City of Sacramento Fire Recruit as outlined in the Fire Recruit classification specification and Civil Service Board Rules and Regulations 3.5(c)(4)(ii).; and a high school diploma or G.E.D. equivalent.

OR

Lateral Entry

Experience:

Current employment as a full-time Firefighter or current placement on the California Professional Firefighters (CPF) rehire list; and must have successfully completed probation in current or past fire department; and have two years of continuous experience as a paid full-time career Firefighter; and

Education:

Possession of a valid California or National Registry EMT certificate; or possession of a valid California or National Registry Paramedic License; and possession of a California State Fire Marshal Firefighter 1 certificate; and must be able to successfully complete the Sacramento Fire Department sponsored Lateral Fire Academy; and a high school diploma or G.E.D equivalent.

SPECIAL QUALIFICATIONS:

Age:

Must be at least 21 years of age at the time of appointment.

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the driver license is cause for discipline. This requirement may be reviewed on a case-by-case basis for individuals with disabilities.

Medical Examination / Drug Test:

If considered for appointment, candidates must pass a medical examination and a drug test.

Background:

If considered for appointment, candidates must pass a background investigation, which may include a criminal history check for job-related convictions, fingerprinting, polygraph test, psychology exam and drug use history.

Candidate Physical Ability Test (CPAT) Certificate:

Possession of a valid CPAT Certificate at time of appointment; in addition, the certificate must have been issued within 12 months from the start date of the Sacramento Fire Department Fire Academy.

Physical Performance:

Incumbents hired after June 30, 1990, shall be required, as a condition of continued employment, to participate in an annual physical performance assessment or participate in the Fitness in the Firehouse Program. Refusal to participate shall subject the incumbent to disciplinary action, up to and including termination.

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

Probationary Period:

Employees must complete twelve (12) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Adopted:

Revised: 4/7/15, 06/07/16, 7/10/2026

Title Change:

Maintenance Update:

Abolished:

Class Code: 05010

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Sacramento Fire Emergency Medical Technician

DEFINITION

As a member of the Sacramento Fire Department (SFD) Emergency Medical Services (EMS) Division and under direction of assigned EMS Captain, responds to a variety of emergency and non-emergency calls for service and provides medical responses including Basic Life Support (BLS), medical transports, and performs other related activities in the community as required. Provides basic medical care and ambulance transport services to hospitals or other emergency care facilities; participates in community risk reduction and public education activities.

DISTINGUISHING CHARACTERISTICS:

The non-firefighter position of Sacramento Fire Emergency Medical Technician (EMT) is a journey-level classification. The Sacramento Fire EMT may receive direction from the respective company officer in the Fire Suppression Division and/or Emergency Medical Services Division when in the field. Incumbents are expected to perform the full range of EMT emergency medical assistance duties. The classification is distinguished from Firefighter in that the latter combats, extinguishes and prevents fires.

SUPERVISION RECEIVED AND EXERCISED:

General supervision is provided by assigned EMS Captain or other fire company officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to BLS and ALS medical responses and provide emergency medical care and transportation; assist on scene paramedic with ALS duties
- Participates in the delivery of emergency and non-emergency medical and health care.
- Provide emergency care in accordance with the provisions of Sacramento County EMS policies and procedures.
- Perform job duties in compliance with department operating procedures and city, county, state and federal laws and ordinances.
- Supports and assists other fire and medical personnel as directed in delivering medical care.

- Operate ambulance to transport patients and staff to/from medical facilities in a safe and timely manner.
- Documents and completes all reports such as: pre-hospital patient care reports and incident reports.
- Maintain medical information in a confidential manner subject to the Healthy Insurance Portability and Accountability Act (HIPAA).
- Rescue persons from danger and administer medical aid as necessary.
- Perform routine housekeeping duties at a fire station, such as mowing grass, making beds, cleaning walls, washing windows, and sweeping floors.
- Promote fire safety, burn prevention and other public education among public contacts.
- Perform support functions such as restocking and inventory maintenance of supplies and equipment, cleaning equipment, and transporting equipment.
- Perform decontamination procedures in compliance with Cal OSHA regulations.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles, practices, and procedures of emergency medical care/emergency medical services.
- Principles of emergency ambulance and transportation procedures including first aid, resuscitator, and gurney operations.
- Medical terminology and documentation.
- Functions, characteristics, and proper use and maintenance of medical equipment and supplies.
- Current laws and regulations pertaining to emergency medical services and safety.
- City geography.
- Operation of EMS vehicles and other equipment.
- Safe emergency work practices
- Medical resources.

Ability to:

- Make critical decisions that impact the safety, well-being, or life of patients in stressful and chaotic situations.
- Make accurate observations and exercise independent judgment in determining appropriate actions to take during emergency response activities and performing program area activities or duties as assigned.
- Deal tactfully and effectively with the public; demonstrate an awareness and appreciation of the cultural diversity of the community.
- Safely and properly transport patients during ambulance transport.
- Understand and learn emergency medical information from oral and written sources.
- Complete electronic documentation for each patient encounter in a complete, competent, and timely manner; expected to protect the privacy of all patient information in accordance with department privacy policies, procedures, and practices as required by federal and state law, and in accordance with general principles of professionalism as a healthcare provider.
- Report, without fear of retaliation, any concerns regarding policies and procedures on patient privacy and ~~may any~~ observed practices in violation of those policies to the designated Privacy Officer.
- Understand and apply mechanical diagrams and concepts.
- Read electronic and incident maps; follow map directions.
- Establish and maintain effective working relationships with those contacted in the course of work; contribute to successful team efforts; promote the ~~departments~~department's mission, vision, and value statements.
- Communicate clearly and concisely with others, both verbally and in writing.
- Operate a vehicle safely and legally.
- Operate radio and other communication equipment.

Education and Experience:

Education:

High school diploma or G.E.D. equivalent

Experience:

Two years of experience as an Emergency Medical Technician is desirable, but not required.

SPECIAL QUALIFICATIONS:

Certification:

Possession of a valid California or National Registry EMT Certification (EMT-B) by time of appointment.

Possession of valid CPR certificate by time of appointment.

Must obtain local accreditation through the Sacramento County Emergency Medical Services Agency (SCEMSA) within three months of appointment.

Age:

Must be at least 18 years of age at the time of appointment.

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the driver license is cause for discipline. This requirement may be reviewed on a case-by-case basis for individuals with disabilities.

Medical Examination / Drug Test:

If considered for appointment, candidates must pass a medical examination and a drug test.

Background:

If considered for appointment, candidates must pass a background investigation, which may include a criminal history check, fingerprinting, polygraph test, psychology exam, credit check, and drug use history.

Residency Requirement:

~~Employees in this classification must reside within thirty-five (35) air miles from the freeway interchange at W-X Streets, 29th - 30th Streets within one year following appointment.~~

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

Working Conditions:

In the performance of job duties, the employee will work inside and outside during day and/or night conditions, congested traffic, and unsafe road conditions. Employees may work near moving mechanical parts and in high, precarious places. Employee may be exposed to adverse environmental conditions such as wet and/or humid conditions; icy or muddy areas; fumes or airborne particles; toxic or caustic chemicals, vibration; risk of electrocution; and extreme heat or cold. Exposed to grotesque sights and smells associated with major trauma and burn victims.

The noise level in the work environment is usually moderate, except during certain, occasional, EMS activities when noise levels may be loud.

Health Exposure:

Tasks involve exposure to blood, body fluids, or tissues in accordance with the Department of Industrial Relations Title 8, § 5193. Bloodborne Pathogens.

Physical Demands:

Work for long periods of time, requiring sustained physical activities and intense concentration under stressful conditions; in the performance of job duties, the employee is required to lift, drag, carry, and/or move 100 pounds or more; sit, stand, walk, balance, stoop, kneel, crouch, climb, or crawl; talk and hear; use hands to finger, handle or operate objects, controls, or tools; reach with hands and arms; and smell. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

Manual dexterity and coordination are required to perform the work. This is used while operating equipment such as computer keyboards and telephones.

Probationary Period:

Employees must complete twelve (12) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Adopted: 1/30/2023

Revised: 7/10/2026

Title Change:

Maintenance Update:

Abolished:

Class Code: 005180

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Sacramento Fire Emergency Medical Technician

DEFINITION

As a member of the Sacramento Fire Department (SFD) Emergency Medical Services (EMS) Division and under direction of assigned EMS Captain, responds to a variety of emergency and non-emergency calls for service and provides medical responses including Basic Life Support (BLS), medical transports, and performs other related activities in the community as required. Provides basic medical care and ambulance transport services to hospitals or other emergency care facilities; participates in community risk reduction and public education activities.

DISTINGUISHING CHARACTERISTICS:

The non-firefighter position of Sacramento Fire Emergency Medical Technician (EMT) is a journey-level classification. The Sacramento Fire EMT may receive direction from the respective company officer in the Fire Suppression Division and/or Emergency Medical Services Division when in the field. Incumbents are expected to perform the full range of EMT emergency medical assistance duties. The classification is distinguished from Firefighter in that the latter combats, extinguishes and prevents fires.

SUPERVISION RECEIVED AND EXERCISED:

General supervision is provided by assigned EMS Captain or other fire company officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to BLS and ALS medical responses and provide emergency medical care and transportation; assist on scene paramedic with ALS duties
- Participates in the delivery of emergency and non-emergency medical and health care.
- Provide emergency care in accordance with the provisions of Sacramento County EMS policies and procedures.
- Perform job duties in compliance with department operating procedures and city, county, state and federal laws and ordinances.
- Supports and assists other fire and medical personnel as directed in delivering medical care.

- Operate ambulance to transport patients and staff to/from medical facilities in a safe and timely manner.
- Documents and completes all reports such as: pre-hospital patient care reports and incident reports.
- Maintain medical information in a confidential manner subject to the Healthy Insurance Portability and Accountability Act (HIPAA).
- Rescue persons from danger and administer medical aid as necessary.
- Perform routine housekeeping duties at a fire station, such as mowing grass, making beds, cleaning walls, washing windows, and sweeping floors.
- Promote fire safety, burn prevention and other public education among public contacts.
- Perform support functions such as restocking and inventory maintenance of supplies and equipment, cleaning equipment, and transporting equipment.
- Perform decontamination procedures in compliance with Cal OSHA regulations.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles, practices, and procedures of emergency medical care/emergency medical services.
- Principles of emergency ambulance and transportation procedures including first aid, resuscitator, and gurney operations.
- Medical terminology and documentation.
- Functions, characteristics, and proper use and maintenance of medical equipment and supplies.
- Current laws and regulations pertaining to emergency medical services and safety.
- City geography.
- Operation of EMS vehicles and other equipment.
- Safe emergency work practices
- Medical resources.

Ability to:

- Make critical decisions that impact the safety, well-being, or life of patients in stressful and chaotic situations.
- Make accurate observations and exercise independent judgment in determining appropriate actions to take during emergency response activities and performing program area activities or duties as assigned.
- Deal tactfully and effectively with the public; demonstrate an awareness and appreciation of the cultural diversity of the community.
- Safely and properly transport patients during ambulance transport.
- Understand and learn emergency medical information from oral and written sources.
- Complete electronic documentation for each patient encounter in a complete, competent, and timely manner; expected to protect the privacy of all patient information in accordance with department privacy policies, procedures, and practices as required by federal and state law, and in accordance with general principles of professionalism as a healthcare provider.
- Report, without fear of retaliation, any concerns regarding policies and procedures on patient privacy and any observed practices in violation of those policies to the designated Privacy Officer.
- Understand and apply mechanical diagrams and concepts.
- Read electronic and incident maps; follow map directions.
- Establish and maintain effective working relationships with those contacted in the course of work; contribute to successful team efforts; promote the department's mission, vision, and value statements.
- Communicate clearly and concisely with others, both verbally and in writing.
- Operate a vehicle safely and legally.
- Operate radio and other communication equipment.

Education and Experience:

Education:

High school diploma or G.E.D. equivalent

Experience:

Two years of experience as an Emergency Medical Technician is desirable, but not required.

SPECIAL QUALIFICATIONS:

Certification:

Possession of a valid California or National Registry EMT Certification (EMT-B) by time of appointment.

Possession of valid CPR certificate by time of appointment.

Must obtain local accreditation through the Sacramento County Emergency Medical Services Agency (SCEMSA) within three months of appointment.

Age:

Must be at least 18 years of age at the time of appointment.

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the driver license is cause for discipline. This requirement may be reviewed on a case-by-case basis for individuals with disabilities.

Medical Examination / Drug Test:

If considered for appointment, candidates must pass a medical examination and a drug test.

Background:

If considered for appointment, candidates must pass a background investigation, which may include a criminal history check, fingerprinting, polygraph test, psychology exam, credit check, and drug use history.

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

Working Conditions:

In the performance of job duties, the employee will work inside and outside during day and/or night conditions, congested traffic, and unsafe road conditions. Employees may work near moving mechanical parts and in high, precarious places. Employee may be exposed to adverse environmental conditions such as wet and/or humid conditions; icy or muddy areas; fumes or airborne particles; toxic or caustic chemicals, vibration; risk of electrocution; and extreme heat or cold. Exposed to grotesque sights and smells associated with major trauma and burn victims.

The noise level in the work environment is usually moderate, except during certain, occasional, EMS activities when noise levels may be loud.

Health Exposure:

Tasks involve exposure to blood, body fluids, or tissues in accordance with the Department of Industrial Relations Title 8, § 5193. Bloodborne Pathogens.

Physical Demands:

Work for long periods of time, requiring sustained physical activities and intense concentration under stressful conditions; in the performance of job duties, the employee is required to lift, drag, carry, and/or move 100 pounds or more; sit, stand, walk, balance, stoop, kneel, crouch, climb, or crawl; talk and hear; use hands to finger, handle or operate objects, controls, or tools; reach with hands and arms; and smell. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

Manual dexterity and coordination are required to perform the work. This is used while operating equipment such as computer keyboards and telephones.

Probationary Period:

Employees must complete twelve (12) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Adopted: 1/30/2023

Revised: 7/10/2026

Title Change:

Maintenance Update:

Abolished:

Class Code: 005180

Other Necessary Requirements

Other Class Spec Title 1

Other Class Spec Title 2

Sacramento Fire Paramedic

DEFINITION

As a member of the Sacramento Fire Department (SFD) Emergency Medical Services (EMS) Division and under direction of assigned EMS Captain, responds to a variety of emergency and non-emergency calls for service and provides medical responses including Basic Life Support (BLS), Advance Life Support (ALS), medical transports, and performs other related activities in the community as required. Provides basic medical care and ambulance transport services to hospitals or other emergency care facilities; participates in community risk reduction and public education activities.

DISTINGUISHING CHARACTERISTICS:

The non-firefighter position of Sacramento Fire Paramedic is an advanced journey-level classification. Positions in this class are flexibly staffed and are normally filled by advancement from the lower class of Emergency Medical Service Trainee. The Sacramento Fire Paramedic may receive direction from the respective company officer in the Fire Suppression Division and/or Emergency Medical Services Division when in the field. Incumbents are expected to perform the full range of Paramedic emergency medical assistance duties. The classification is distinguished from Firefighter in that the latter combats, extinguishes, and prevents fires. This classification is distinguished from the Sacramento Fire Emergency Medical Technician in that the former performs the Advance Life Support duties.

SUPERVISION RECEIVED AND EXERCISED:

General supervision is provided by assigned EMS Captain or other fire company officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to BLS and ALS medical responses and provide emergency medical care and transportation.

- Participates in the delivery of emergency and non-emergency medical and health care.
- Provide emergency care in accordance with the provisions of Sacramento County EMS policies and procedures.
- Perform job duties in compliance with department operating procedures and city, county, state and federal laws and ordinances.
- Supports and assists other fire and medical personnel as directed in delivering medical care.
- Operate ambulance to transport patients and staff to/from medical facilities in a safe and timely manner.
- Inspecting and documenting inventory of controlled medications carried on the ambulance.
- Documents and completes all reports such as: pre-hospital patient care reports and incident reports.
- Maintain medical information in a confidential manner subject to the Healthy Insurance Portability and Accountability Act (HIPAA).
- Rescue persons from danger and administer medical aid as necessary.
- Perform routine housekeeping duties at a fire station, such as mowing grass, making beds, cleaning walls, washing windows, and sweeping floors.
- Promote fire safety, burn prevention and other public education among public contacts.
- Perform support functions such as restocking and inventory maintenance of supplies and equipment, cleaning equipment, and transporting equipment.
- Perform decontamination procedures in compliance with Cal OSHA regulations.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles, practices, and procedures of emergency medical care/emergency medical services.

- Principles of emergency ambulance and transportation procedures including first aid, resuscitator, and gurney operations.
- Medical terminology and documentation.
- Functions, characteristics, and proper use and maintenance of medical equipment and supplies.
- Current laws and regulations pertaining to emergency medical services and safety.
- City geography.
- Operation of EMS vehicles and other equipment.
- Safe emergency work practices
- Medical resources.

Ability to:

- Make critical decisions that impact the safety, well-being, or life of patients in stressful and chaotic situations.
- Make accurate observations and exercise independent judgment in determining appropriate actions to take during emergency response activities and performing program area activities or duties as assigned.
- Deal tactfully and effectively with the public; demonstrate an awareness and appreciation of the cultural diversity of the community.
- Safely and properly transport patients during ambulance transport.
- Understand and learn emergency medical information from oral and written sources.
- Complete electronic documentation for each patient encounter in a complete, competent, and timely manner; expected to protect the privacy of all patient information in accordance with department privacy policies, procedures, and practices as required by federal and state law, and in accordance with general principles of professionalism as a healthcare provider.
- Report, without fear of retaliation, any concerns regarding policies and procedures on patient privacy and ~~nayany~~ observed practices in violation of those policies to the designated Privacy Officer.

- Understand and apply mechanical diagrams and concepts.
- Read electronic and incident maps; follow map directions.
- Establish and maintain effective working relationships with those contacted in the course of work; contribute to successful team efforts; promote the ~~departments~~department's mission, vision, and value statements.
- Communicate clearly and concisely with others, both verbally and in writing.
- Operate a vehicle safely and legally.
- Operate radio and other communication equipment.

Education and Experience:

Education:

High school diploma or G.E.D. equivalent.

Experience:

Two years of experience as a Paramedic is desirable, but not required.

SPECIAL QUALIFICATIONS:

Certification:

Possession of a valid California or National Registry Paramedic License (EMT-P) by time of appointment.

Possession of valid Advanced Cardiac Life Support. Pediatric Advanced Life Support and CPR certificate by time of appointment.

Must obtain local accreditation through the Sacramento County Emergency Medical Services Agency (SCEMSA) within three months of appointment.

Age:

Must be at least 18 years of age at the time of appointment.

Driver License:

Possession of a valid California Class C Driver License at the time of appointment. Loss of the driver license is cause for discipline. This requirement may be reviewed on a case-by-case basis for individuals with disabilities.

Medical Examination / Drug Test:

If considered for appointment, candidates must pass a medical examination and a drug test.

Background:

If considered for appointment, candidates must pass a background investigation, which may include a criminal history check, fingerprinting, polygraph test, psychology exam, credit check and drug use history.

Residency Requirement:

~~Employees in this classification must reside within thirty-five (35) air miles from the freeway interchange at W-X Streets, 29th - 30th Streets within one year following appointment.~~

Respiratory Protective Equipment:

Work in this classification requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

Working Conditions:

In the performance of job duties, the employee will work inside and outside in day and/or night conditions, congested traffic, and unsafe road conditions. Employees may work near moving mechanical parts and in high, precarious places. Employee may be exposed to adverse environmental conditions such as wet and/or humid conditions; icy or muddy areas; fumes or airborne particles; toxic or caustic chemicals, vibration; risk of electrocution; and extreme heat or cold. Exposed to grotesque sights and smells associated with significant trauma and burn victims.

The noise level in the work environment is usually moderate, except during certain, occasional, EMS activities when noise levels may be loud.

Health Exposure:

Tasks involve exposure to blood, body fluids, and tissues in accordance with the Department of Industrial Relations Title 8, § 5193. Bloodborne Pathogens

Physical Demands:

Work for long periods of time, requiring sustained physical activities and intense concentration under stressful conditions; in the performance of job duties, the employee is required to lift, drag, carry, and/or move 100 pounds or more; sit, stand, walk, balance, stoop, kneel, crouch, climb, or crawl; talk and hear; use hands to finger, handle or operate objects, controls, or tools; reach with hands and arms; and smell. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

Manual dexterity and coordination are required to perform the work, including operating equipment such as computer keyboards and telephones.

Probationary Period:

Employees must complete twelve (12) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Other Necessary Requirements

Adopted: 1/30/2023

Revised: 7/10/2026

Title Change:

Maintenance Update:

Abolished:

Class Code: 005181

Other Class Spec Title 1

Other Class Spec Title 2

Sacramento Fire Paramedic

DEFINITION

As a member of the Sacramento Fire Department (SFD) Emergency Medical Services (EMS) Division and under direction of assigned EMS Captain, responds to a variety of emergency and non-emergency calls for service and provides medical responses including Basic Life Support (BLS), Advance Life Support (ALS), medical transports, and performs other related activities in the community as required. Provides basic medical care and ambulance transport services to hospitals or other emergency care facilities; participates in community risk reduction and public education activities.

DISTINGUISHING CHARACTERISTICS:

The non-firefighter position of Sacramento Fire Paramedic is an advanced journey-level classification. Positions in this class are flexibly staffed and are normally filled by advancement from the lower class of Emergency Medical Service Trainee. The Sacramento Fire Paramedic may receive direction from the respective company officer in the Fire Suppression Division and/or Emergency Medical Services Division when in the field. Incumbents are expected to perform the full range of Paramedic emergency medical assistance duties. The classification is distinguished from Firefighter in that the latter combats, extinguishes, and prevents fires. This classification is distinguished from the Sacramento Fire Emergency Medical Technician in that the former performs the Advance Life Support duties.

SUPERVISION RECEIVED AND EXERCISED:

General supervision is provided by assigned EMS Captain or other fire company officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Respond to BLS and ALS medical responses and provide emergency medical care and transportation.

- Participates in the delivery of emergency and non-emergency medical and health care.
- Provide emergency care in accordance with the provisions of Sacramento County EMS policies and procedures.
- Perform job duties in compliance with department operating procedures and city, county, state and federal laws and ordinances.
- Supports and assists other fire and medical personnel as directed in delivering medical care.
- Operate ambulance to transport patients and staff to/from medical facilities in a safe and timely manner.
- Inspecting and documenting inventory of controlled medications carried on the ambulance.
- Documents and completes all reports such as: pre-hospital patient care reports and incident reports.
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- Perform support functions such as restocking and inventory maintenance of supplies and equipment, cleaning equipment, and transporting equipment.
- Perform decontamination procedures in compliance with Cal OSHA regulations.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Modern principles, practices, and procedures of emergency medical care/emergency medical services.

- Principles of emergency ambulance and transportation procedures including first aid, resuscitator, and gurney operations.
- Medical terminology and documentation.
- Functions, characteristics, and proper use and maintenance of medical equipment and supplies.
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- Report, without fear of retaliation, any concerns regarding policies and procedures on patient privacy and any observed practices in violation of those policies to the designated Privacy Officer.

- Understand and apply mechanical diagrams and concepts.
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- Establish and maintain effective working relationships with those contacted in the course of work; contribute to successful team efforts; promote the department's mission, vision, and value statements.
- Communicate clearly and concisely with others, both verbally and in writing.
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Education and Experience:

Education:

High school diploma or G.E.D. equivalent.

Experience:

Two years of experience as a Paramedic is desirable, but not required.

SPECIAL QUALIFICATIONS:

Certification:

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Physical Demands:

Work for long periods of time, requiring sustained physical activities and intense concentration under stressful conditions; in the performance of job duties, the employee is

required to lift, drag, carry, and/or move 100 pounds or more; sit, stand, walk, balance, stoop, kneel, crouch, climb, or crawl; talk and hear; use hands to finger, handle or operate objects, controls, or tools; reach with hands and arms; and smell. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

Manual dexterity and coordination are required to perform the work, including operating equipment such as computer keyboards and telephones.

Probationary Period:

Employees must complete twelve (12) months of probation at a satisfactory performance level prior to gaining permanent status.

CLASS HISTORY

Other Necessary Requirements

Adopted: 1/30/2023

Revised: 7/10/2026

Title Change:

Maintenance Update:

Abolished:

Class Code: 005181

Other Class Spec Title 1

Other Class Spec Title 2

From: [Ryan Henry](#)
To: [Benjamin M. Wilson](#)
Cc: 522jamison@gmail.com; [Leslie Wisniewski](#); [Ebony Heaven](#); [John Collins](#); [Brandon Doughty](#); [Jeremy Gardella](#); [Kathleen N. Mastagni Storm](#)
Subject: Re: Classification Revisions - Residency Requirement
Date: Wednesday, July 22, 2026 11:13:39 AM

Good morning Ben

After review we are in agreement with your proposed removal of the residency requirement for these classifications as well as the grammatical corrections to the single role classifications.

We do not wish to meet on these changes.

Thank you,

Ryan Henry
City Vice President
Sacramento Area
Firefighters
Local 522
Captain
Engine 30-B
(916)768-0813

On Jul 20, 2026, at 10:36 AM, Benjamin M. Wilson <BWilson@cityofsacramento.org> wrote:

Hello Ryan,

The City of Sacramento has proposed revisions to the Firefighter, Fire Engineer, Fire Captain, Fire Battalion Chief, Sacramento Fire Emergency Medical Technician, and Sacramento Fire Paramedic. Redline and clean draft versions are attached for Local 522 review.

The specification is being revised to remove the residency requirement in alignment Section 27.10 Waiver of Residency Requirement in the recently signed MOU. Additionally, the Sacramento Fire Emergency Medical Technician and Sacramento Fire Paramedic classifications include minor grammatical revisions.

Please let me know by Monday, August 3, 2026, if you would like to meet and confer regarding the proposed specification changes.

We are hoping to take these classification revisions to the Civil Service Board for the

August meeting. To do that we would need concurrence via email by Monday July 27, 2026.

Thanks,
Ben

Ben Wilson
Senior Personnel Analyst
Employment Services Division | Human Resources
City of Sacramento | 915 I Street • Plaza Level • Sacramento, CA 95814
Phone: (916) 808-1971 • Email: bwilson@cityofsacramento.org

Have questions? Visit our new Employment Services [FAQ Page](#) on Nexus for quick answers!

Well Being Notice: If you are receiving this email outside of regular working hours, please note the following: balancing work and personal responsibilities varies for each individual. I have sent this email at a time that works for me. Your review and response is requested during your normal work hours.

Workforce Equity Goal: To Reflect the City to Better Serve the City
Have you viewed the City's [Racial and Gender Equity Action Plan](#)?

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City of SACRAMENTO

and



**Labor Agreement
Covering Employees
in the Fire Department Unit**

2025-2028

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PREAMBLE

This AGREEMENT, hereinafter referred to as the Agreement, entered into by the CITY OF SACRAMENTO, hereinafter referred to as the City, and SACRAMENTO AREA FIRE FIGHTERS, LOCAL 522, INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, AFL-CIO, hereinafter referred to as the Union, has as its purpose the promotion of harmonious labor relations between the City and the Union, establishment of an equitable and peaceful procedure for the resolution of differences and the establishment of wages, hours, and other terms and conditions of employment.

ARTICLE 1 – RECOGNITION

1.1 RECOGNITION

- a. The City hereby recognizes the Union as the exclusive bargaining agent for all employees in the Fire Department Unit, as defined in the City's Employer-Employee Relations Policy, and agrees to meet and confer and otherwise deal exclusively with the Union on all matters relating to the scope of representation pertaining to the said employees as authorized by law.
- b. The Union will not object to the State Mediation and Conciliation Service or the American Arbitration Association conducting any election pursuant to the City's Employer-Employee Relations Policy.

ARTICLE 2 – PREVAILING RIGHTS

2.1 PREVAILING RIGHTS

- a. The parties agree that this Agreement constitutes the entire agreement between the parties and concludes meeting and conferring on any subject, except as mutually agreed upon herein, or as otherwise mutually agreed upon, whether included in this Agreement or not.
- b. The City reserves the right to make organizational changes with notification to the Union. If the result of such changes affects wages, hours and/or conditions of employment, the City agrees to meet and confer regarding the impact of such changes.
- c. No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated here shall be binding on any of the parties hereto.
- d. If any provision of this Agreement shall be held invalid by operation of law, or by any tribunal of competent jurisdiction or, if compliance with or enforcement of any such

provision should be restrained by any said tribunal, the remainder of this Agreement shall not be affected thereby.

ARTICLE 3 – CITY RIGHTS

3.1 CITY RIGHTS

The City retains the exclusive rights, among others, provided by and in accordance with and subject to applicable laws, civil service, City Charter and other regulations, and the provisions of this Agreement, including the grievance procedure herein: (a) to direct employees of the Fire Department; (b) to hire, promote, transfer and assign employees in positions within the Department consistent with applicable classification specifications; (c) to dismiss employees because of lack of work or for other reasonable and just cause; (d) to reprimand, demote, suspend or discharge employees for proper cause; (e) to determine the mission of the Department, its budget, its organization, the number of employees, and the methods and technology of performing its work; and (f) to take whatever action may be appropriate to carry out its mission in situations of emergency.

ARTICLE 4 – UNION AND EMPLOYEE RIGHTS

4.1 USE OF OFFICIAL CITY PAID TIME FOR CONDUCTING ACTIVITIES OF INTEREST TO UNION

a. Time Off to Participate in Scheduled Meeting and Conferring Sessions With City Management Representatives

In accordance with California Government Code 3505.3, and Article 4 of the City's Employer-Employee Relations Policy, the Union's duly designated "meet and confer" representatives shall be released from their duty assignments without loss of pay or other employment benefits, and without the obligation to furnish replacement personnel, in order to attend such scheduled "meet and confer" sessions with the City's management representatives.

b. City Provided Administrative Position

The City shall provide one (1) administrative position within the Fire Department for which the assignment shall be made at the discretion of the Local 522 President or City Vice President.

The employee assigned to this position shall be placed on an administrative assignment and shall receive the administrative assignment incentive described in Section 15.5.

While in this assignment, the employee shall continue to receive any incentives the employee was receiving immediately prior to appointment to the Administrative

Position, provided the employee continues to satisfy the eligibility requirements for those incentives. In addition, the employee may also receive any incentives for which the employee becomes eligible after assignment to the administrative position to the extent the employee meets the eligibility and assignment requirements outlined in Article 15.

All hours worked in this assignment shall be allocated equally, with fifty percent (50%) charged to the City and fifty percent (50%) charged against Local 522's release time bank set forth in paragraph (c).

c. Union Release Time Off

The Union shall be provided a "pool" of release time up to four thousand (4,000) hours per fiscal year for participating in activities not prohibited by law subject to the following conditions and limitations:

- (1) Such time off may be utilized by employees who are members of the Union.
- (2) There shall be no limitation on the number of hours that may be used by one person nor on the times during which these hours may be used.
- (3) Employees shall, no later than twenty-four (24) hours before the use of pool hours, notify the Fire Chief or their designated representative in writing thereof.
- (4) The members of the Union using such time shall charge their use of release time to Telestaff, using the appropriate code.
- (5) Should the Union exceed the four thousand (4,000) hours, the Union shall reimburse the City for all excess hours no later than forty-five (45) days following written notice from the City to be paid at the rate of 1.43 times the employee's regular hourly rate of pay.

d. Time Off for Principal Executive Officer of IAFF #522

In addition to the release time described in Section 4.1(c), above, the City agrees to allow the Principal Executive Officer of IAFF #522 unlimited shift trades with unlimited waivers by members so trading. In connection with shift repayments and waivers for the Principal Executive Officer time, the Union hereby agrees to indemnify, defend and hold the City and its agents harmless for liability, suits, and costs incident to such replacement and waiver to the extent authorized by law.

- (1) The employee shall, no later than twenty-four (24) hours before the use of such time, notify the Fire Chief or their designated representative thereof.
- (2) Time traded shall be in increments of a minimum of twenty-four (24) hours.

- (3) This Article shall not apply to any employee serving a probationary period. Said employee shall have permanent status in any of the following ranks: Sacramento Fire EMT, Sacramento Fire Paramedic, Firefighter, Fire Prevention Officer I and II, Senior Fire Prevention Officer, Fire Investigator I and II, Fire Engineer, Fire Captain, or Fire Battalion Chief.

4.2 PAYROLL DEDUCTIONS

- a. In addition to continuing existing payroll deductions under plans to which the City now is or shall hereafter be a contracting party, the City agrees to establish payroll deductions for members of the Union for: (1) the normal and regular monthly Union membership dues; (2) monthly insurance premiums for plans sponsored by the City or the Union, not to exceed three (3) insurance deductions per member; and (3) charitable contributions for the Firefighters Burn Institute.
- b. All the above payroll deductions shall be subject to the following conditions:
 - (1) Such deductions shall be made only upon submission by the Union to the Payroll Division, Department of Finance, of the authorization form (Refer to Exhibit A-1).
 - (2) The Union is responsible for submitting the agreed upon dues authorization form to the Payroll Division, Department of Finance, any changes in the amounts to be payroll deducted from the paychecks of employees who have so authorized.
 - (3) Dues deductions shall occur over twenty-four (24) pay periods per year, which shall be the first two (2) pay periods each month.
 - (4) Unless notified in writing by the Union of an employee's request to cancel their Union dues deduction(s), the City will continue to deduct dues, and/or any additional deduction(s) noted. Notification will be made to the Payroll Division, Department of Finance, using the authorization form and notating that it is for dues cancellation.
 - (5) The Union agrees to indemnify, defend and hold the City harmless against any claims made of any nature whatsoever, and against any suit instituted against the City arising from its deductions for dues or insurance or other programs sponsored by the Union. This hold harmless and indemnity agreement shall include, but not be limited to, employee legal action of any sort or nature against the City based upon or related to this Section.
 - (6) All career employees who are paid one (1) or more hours of salary, including injury-on-duty under the City Charter, during a bi-weekly pay period, shall have the option to become members of the Union.

(7) The City will remit to the Union a check for all of the deductions.

4.3 BI-WEEKLY WARRANTS AND DEDUCTIONS

- a. Except for payroll deductions requested by the employee in writing and duly authorized by the City as hereinafter provided or required to be deducted by law or court order, the employee's entire pay warrant shall be made payable to the employee.
- b. Salaries shall be paid on a bi-weekly basis.
- c. Changes in salary shall be reflected in the second regularly-issued pay warrant following the effective date of the change.
- d. The City shall mail the pay warrant to an employee if the employee (1) submits to the designated Fire Department payroll clerk in writing a signed request to the effect which shall include the following statement: "I hereby indemnify and hold the City, its officers, agents and employees harmless against any claim made or any loss or liability I or others incur on account of this request"; and (2) the employee provides the payroll clerk with a stamped, self-addressed 9-1/2 x 4 inch envelope in which to mail the pay warrant.

4.4 BULLETIN BOARDS

The Union may, at its own expense, place one bulletin board not to exceed approximately 2' x 3' in size, in each fire station for the purpose of communicating normal and usual Union business to the membership. Specific placement of such boards within a station shall be subject to the approval of the Fire Chief. The officially designated Union representative in each station shall be responsible for maintaining such board. The Fire Chief reserves the right to prohibit the posting, and order the removal of, material that they reasonably conclude will be disruptive of the operations of the Fire Department. Claims of arbitrariness by the Fire Chief in this regard shall fall under the grievance procedure hereinafter provided. The Union will keep the Fire Chief notified in writing of the names of its designated representatives in each station.

4.5 COMMUNICATION SYSTEM ANNOUNCEMENTS

Announcements of Union meetings and official business will be allowed over the communication system of the Fire Department. Such announcements will be held to a minimum and preferably made at noontime. Requests for such announcements will be made with ample time in writing to the Department. If time is a factor, requests may be made orally.

ARTICLE 5 – GRIEVANCE PROCEDURE

No matter shall be considered as a grievance under this Article unless it is presented in writing within thirty (30) calendar days after occurrence of the events on which the grievance is based. With the consent of the City's third step representative the thirty (30) calendar day time limit for filing grievance may be extended.

5.1 PURPOSE

- a. This grievance arbitration procedure shall be the exclusive process to resolve grievances as that term is defined under subsection (a) of Section 5.2 below.
- b. The purposes of this procedure are:
 - (1) To resolve grievances informally at the lowest possible level.
 - (2) To provide an orderly procedure for reviewing and resolving grievances promptly.

5.2 DEFINITIONS

- a. A grievance is a good faith complaint of one or a group of employees, or a disagreement between the City and the Union, regarding the interpretation, application or enforcement of the express terms of this Agreement, or such provisions of the City's ordinances, resolutions, and Rules and Regulations of the Civil Service Board (Civil Service Rules), and such directives of the Fire Department, as fall within the scope of representation, except to the extent that the City Charter vests jurisdiction elsewhere, in which event only such Charter-provided procedure may be used; and provided that disputes as to whether a matter is subject to this procedure shall not be determined pursuant to the provisions of this procedure.
- b. As used in this procedure the term "immediate supervisor" means the individual who assigns, reviews and directs the work of an employee.
- c. As used in this procedure the term "party" means an employee, the Union, the City or their authorized representatives.
- d. As used in this procedure, the term "Fire Chief" means the Fire Chief or their designee.
- e. Employees retain all rights conferred by Section 3500 et seq. of the California Government Code and Civil Service Rules unless waived by the employee.

5.3 TIME LIMITS

- a. Each party involved in a grievance shall act quickly so that the grievance may be resolved promptly. Every effort should be made to complete action within the time limits contained in the grievance procedure, but with the written consent of all parties the time limitation for any step may be extended.
- b. If the City does not meet time limits required in Steps 1 or 2, the Union may process the grievance to the third step of the grievance procedure, and a meeting will be held within fourteen (14) calendar days. If the City fails to respond to the third step within the appropriate time limits and no mutual agreement to extend the time limits in writing has been made, then the grievance will be automatically moved to arbitration. The grievant may be represented by the Union during the arbitration process.

5.4 PRESENTATION

An employee and/or a Union representative, may present a grievance while on duty, provided such use of on-duty time shall be kept to a reasonable minimum.

5.5 APPLICATION

The resolution of grievances as defined in Section 5.2 shall utilize this procedure unless the City Charter vests jurisdiction elsewhere.

5.6 INFORMAL DISCUSSION

The grievance initially shall be personally discussed between the grievant and their immediate supervisor. The grievant may have in attendance, and be represented by, a Union representative. Within fourteen (14) calendar days, the immediate supervisor shall give their decision or response, subject to the approval of the Fire Chief or the Fire Chief's designee.

5.7 FORMAL GRIEVANCE - STEP 1

If, after discussions with the immediate supervisor, the grievant does not feel the grievance has been properly resolved, the employee or union representative may reduce the grievance to writing, using the prescribed form. The grievance statement shall include the following:

- a. A statement of the grievance clearly identifying the matter in dispute and the controlling article(s) and section(s) of this Agreement, or such City ordinances, Resolutions, Civil Service Rules and such Fire Department directives that apply as applicable under Section 5.2(a) above.
- b. The remedy or correction requested of the City.

- c. The grievance form shall be signed and dated by the grievant. The grievance form shall be signed and dated by the Fire Deputy Chief in charge of Human Resources or their designee upon receipt. If the grievant is to be represented by the Union, the President of the Union or designee shall also sign the grievance form to substantiate acceptance of such representation.
- d. The Fire Deputy Chief shall assign the Step 1 review to the employee's Fire Battalion Chief, or Fire Assistant Chief if applicable, who will give their response in writing to the grievance within fourteen (14) calendar days from the date of receipt. The written response shall include:
 - (1) A statement of the Fire Battalion Chief's, or Fire Assistant Chief if applicable, position and the facts upon which it is based.
 - (2) Subject to the approval of the Fire Chief or Fire Chief's designee, the remedy or correction which has been offered, if any.

5.8 FORMAL GRIEVANCE - STEP 2

- a. If the grievant is not satisfied with the City's response at Step 1, the grievant may appeal the decision within fourteen (14) calendar days to the Fire Chief, or designee. Within fourteen (14) calendar days, the parties to the grievance shall meet in an effort to resolve the grievance. The grievant may be represented by a Union representative at the Step 2 meeting.
- b. Within fourteen (14) calendar days of the second step meeting, the Fire Chief, or designee, shall respond in writing to the grievant.
- c. If the grievant is not satisfied with the City's Step 2 response, the grievant may appeal the City's response within fourteen (14) calendar days to Labor Relations.

5.9 FORMAL GRIEVANCE - STEP 3

- a. The Union's representative and the designated representative of Labor Relations will meet to discuss a grievance appealed to the third step. Unless the parties otherwise agree, the third step meeting shall be held within fourteen (14) calendar days after the appeal to the third step of the grievance procedure.
- b. The City shall provide a written response stating its position within fourteen (14) calendar days after the third step meeting.

5.10 ARBITRATION

- a. If the City's designated representative fails to respond in writing as provided in Step 3, or if the response is not satisfactory to the grievant, the grievant shall have the right to refer the matters to binding arbitration. Such referral shall be made by

written demand submitted to Labor Relations within fourteen (14) calendar days of receipt of the third step response.

- b. An arbitrator may be selected by mutual agreement between the Union representative and the City's representative.
- c. Should the representatives fail to mutually agree on an arbitrator they shall make a joint request to the American Arbitration Association or the State Mediation and Conciliation Service for a list of five (5) qualified arbitrators. The parties shall each strike two (2) names from the list and the remaining person shall be accepted as the arbitrator. The first party to strike will be determined by the flip of a coin.
- d. It is understood that the arbitrator will only interpret this Agreement or documents as cited in Section 5.2(a) above, and will in no instance add to, delete from, or amend any part thereof.
- e. Subject to the exceptions outlined in California Code of Civil Procedure section 1286.2, the arbitrator's decision shall be final and binding on the City, the Union and grievant.
- f. All fees and costs of the arbitrator and court reporter, if any, will be borne equally by the parties.
- g. Either party to this Agreement shall, upon receipt of a written grievance, have the right to refuse to handle such grievance if the aggrieved party has not followed the steps outlined in this Article for processing a grievance.

5.11 GENERAL

- a. The Union representative shall have the authority to settle grievances for the Union or employees at any point in the grievance procedure.
- b. At each step of the formal grievance procedure, a copy of the City's written response shall be sent to the Union or other authorized representative at the same time as the response is sent to the grievant.

ARTICLE 6 – SALARY ADJUSTMENTS

6.1 SALARIES

- a. Effective October 4, 2025, all salary steps shall be increased by three percent (3.0%).

Employees who were on payroll during the retroactive period will receive retroactive pay for all paid hours within ninety (90) calendar days following adoption by the City Council of this Agreement. Employees who were released from probation for any

reason or who were involuntarily separated from City service as a result of disciplinary action during the retroactive period are ineligible for this payment.

- b. Effective October 3, 2026, all salary steps shall be increased by three percent (3.0%).
- c. Effective October 2, 2027, all salary steps shall be increased by three and one half percent (3.5%).

6.2 SIXTH SALARY STEP FOR SACRAMENTO EMT AND SACRAMENTO FIRE PARAMEDIC

- a. Effective September 16, 2028, the City shall add a sixth salary step to the salary ranges for the “single role” Sacramento Fire EMT and Sacramento Fire Paramedic classifications. Step 6 shall be five percent (5.0%) above Step 5 of the applicable salary range.
- b. The creation of Step 6 does not automatically advance employees to Step 6. Advancement to all steps in the range, including Step 6, shall be administered consistent with Section 7.2 Advancement in Rate of Compensation.
- c. Employees who are at Step 5 on or before September 16, 2028, and who have already completed the applicable step-advancement interval at Step 5, shall advance to Step 6 effective September 16, 2028, provided they meet the requirements for salary step advancement under Section 7.2. Employees who have not yet completed the applicable step-advancement interval at Step 5 shall become eligible for Step 6 when they complete that interval.
- d. No employee shall receive Step 6 compensation for any period before September 16, 2028.

6.3 MEDIC ASSIGNMENT PAY

Effective December 2, 2023, the seven and one-half percent (7.5%) Medic Assignment Pay Incentive previously provided to all employees in the classification of Firefighter was eliminated and permanently incorporated into the base rate of pay. This adjustment increased the Firefighter salary schedule by seven and one-half percent (7.5%) and the effective salary range reflects the ongoing inclusion of this amount in the base rate of pay.

6.4 LOCAL COMPARABLE AGENCIES

For negotiations on successor agreements, the parties shall use the following agencies for purposes of Sacramento metropolitan comparable agency compensation analysis:

City of Folsom
 Consumnes Community Services District
 Sacramento Metropolitan Fire District

This Section, 6.4, does not interpret or supersede any of the impasse provisions provided in the Employer-Employee Relations Policy (EERP) or the Sacramento City Charter.

ARTICLE 7 – SALARY ADMINISTRATION

7.1 ORIGINAL APPOINTMENT COMPENSATION RATE

The rate of compensation upon original appointment shall normally be Step 1, however, the City Manager, or designee, retains the discretion to make an appointment at any step in the applicable salary range. This provision shall apply to original appointments to career positions and appointments to non-career positions.

7.2 ADVANCEMENT IN RATE OF COMPENSATION

a. Advancement in Steps

- (1) Upon successful completion of twenty-six (26) weeks (1,040 hours or 1,456 hours for suppression) of service, an employee shall be advanced to the next higher step of the salary range of the classification. Employees who thereafter maintain a normally satisfactory level of performance shall be advanced automatically at fifty-two (52) week (2,080 hours or 2,912 for suppression) intervals to succeeding steps of the assigned salary range.
- (2) Time spent on leave of absence without pay of ten (10) or less consecutive workdays, four (4) shifts for suppression, shall not affect the step increase eligibility date. For leaves in excess of ten (10) consecutive working days, or four (4) shifts for suppression, all leave time shall not count toward step increases.
- (3) An employee who has completed the required probationary period in their current classification and who is at a salary step lower than top step may be advanced to any higher step in the salary range for that classification at any time. This provision shall not be subject to the grievance procedure and shall be at the sole discretion of the appointing authority.
- (4) This Section shall not apply to non-career employees.

b. Denial of Step Increase and Reduction in Grade

Employees who do not maintain a satisfactory level of performance may be denied advancement and may be reduced within grade upon approval of the appointing authority. Employees in the civil service who are denied advancement, or who are reduced in grade, shall have the right to appeal to the Civil Service Board in accordance with its rules and regulations. This subsection shall not apply to non-career employees.

c. Effective Date of Step Increases/Payroll Changes

All payroll changes shall be effective on the first day of the bi-weekly pay period following the date the employee became eligible for a pay increase, which bi-weekly pay period shall begin at 12:01 a.m. Saturday of the first week, and end at 12:00 midnight on the Friday of the second week.

d. Effective Date of Salary Step Increase Upon Extension of Probationary Period

- (1) If the probationary period is extended due to light duty, sick leave, or injury-on-duty time, the salary step increase will be delayed for the period of the extension. However, the probationary period shall only be extended if the time exceeds thirty (30) consecutive calendar days.
- (2) For an employee in a classification with a six (6) month probationary period who successfully completes the extended probationary period, the period of the extension shall be included in determining the eligibility date for the salary step increase. For example, an employee is appointed on January 4, 1986, and works in the regular assignment until April 11, 1986. On April 12, 1986, the employee is on injury-on-duty time until July 4, 1986, and returns to the regular assignment on July 5, 1986. The employee successfully completes the probationary period on September 26, 1986. The effective date of the salary step increase is July 5, 1986, because the period April 12, 1986, to July 4, 1986, is included in determining the salary step eligibility date.
- (3) When the probationary period is extended for an employee in a classification with a twelve (12) month probationary period who has successfully completed less than twenty-six (26) weeks of service, the employee shall be eligible for a salary step increase upon successful completion of twenty-six (26) weeks of service, excluding the period of the extension. The period of the extension, however, shall be included in determining the eligibility date for the salary step increase. The effective date of the salary step increase is determined in accordance with the example given above.
- (4) When the probationary period is extended for an employee in a classification with a twelve (12) month probationary period who has successfully completed more than twenty-six (26) weeks of service and who successfully completes the extended probationary period, the period of the extension shall be included in determining the eligibility date for the next salary step increase. The effective date of the salary step increase is determined in accordance with the example given above, except fifty-two (52) weeks is required rather than twenty-six (26) weeks

- (5) If a probationary period is extended due to an unpaid leave of absence, the period of such extension is excluded in determining the eligibility date for a salary step increase.

7.3 EFFECT OF CLASSIFICATION CHANGE ON RATE OF COMPENSATION

a. Movement to a Higher Classification

When an employee moves from one classification to another which has a higher salary, through examination, appointment to an exempt position, temporary appointment in the absence of an eligible list, or reallocation, the employee shall receive an increase at least equal to a full in-grade salary step five percent (5%) or Step 1, as applicable, of the higher classification, whichever is greater, but not to exceed the maximum rate of the higher classification.

When a Firefighter receiving Paramedic License Pay, pursuant to Article 15.2(b)(2), is promoted to a Fire Engineer or Fire Captain, the step placement shall recognize the reduction of the Paramedic License Pay and salary shall be set to cover that reduction as well as an increase of approximately five percent (5%), but not to exceed the maximum rate of the higher classification.

b. Movement to Another Position in the Same Classification or to a Classification With the Same Salary Range

When an employee moves to another position in the same classification or to another classification with the same salary range, the employee shall maintain the same salary and same anniversary date.

c. Movement to a Lower Classification

When an employee's position is reallocated to a classification with a lower salary range, the employee shall suffer no reduction in salary, and the Y-rate provisions of this Agreement shall apply. The salary of an employee who voluntarily demotes shall be that salary step nearest but does not exceed such salary paid in the previous classification.

7.4 EFFECT OF CHANGE OF SALARY RANGE UPON COMPENSATION

Whenever the salary range of a classification is adjusted upward, the salary rate of each employee in the classification shall be adjusted to the step in the new range which corresponds to the step received in the former range, and the employee shall retain the current anniversary date for further increases within the new range.

7.5 RATE OF COMPENSATION UPON RETURN TO CITY SERVICE

- a. An employee recalled after layoff, reinstated after a leave of absence, or reemployed in the same classification after resignation shall return to the same salary step paid at the time of departure.
- b. If the employee is rehired after resignation to a classification lower than that in which last employed, the employee may, within the City's discretion, be placed at any step, but not at a step that exceeds the salary received when last employed. If that step is other than the maximum step of the salary range, the anniversary date for subsequent in-grade adjustments shall be twelve (12) months from the date of reemployment and each year thereafter until the maximum step of the salary range is reached.

7.6 RATES HIGHER THAN STEP TOP STEP (Y-RATE)

Whenever the salary of an employee exceeds the top step of the salary range established for a classification, such salary shall be designated as a "Y-rate." During such time as an employee's salary remains above the top step, the employee shall not receive further salary increases, except that upon promotion to a higher classification, the employee shall immediately advance to the step of the range of the higher classification next above the "Y-rate," and be eligible for advancement to succeeding steps in the range as outlined in this Agreement. In the event an employee is "Y-rated" below top step, as applicable, the employee shall be permitted to advance to the maximum step of the original range.

7.7 LONGEVITY PAY (CITY CHARTER)

An employee's years of service when determining eligibility for longevity pay provided in [Section 108 of the City Charter](#) shall be the same as their City Service Seniority as defined in Article 19, Layoffs, Section 19.1(b)(2). The amount to be paid annually on the second check in July after twenty (20) years of City service shall be one hundred dollars (\$100.00), and after twenty-five (25) years of City service, an additional two hundred dollars (\$200.00), for a total of three hundred dollars (\$300.00). The parties acknowledge that Longevity Pay in Article 7.8 is provided for in the City Charter and not through this Agreement. In the event that changes are made to the City Charter, those changes shall supersede the provision of this Agreement regarding Longevity Pay.

Longevity Pay as provided in this Section shall be reported to CalPERS in a manner consistent with CalPERS rules for reporting special compensation, as amended.

ARTICLE 8 – HEALTH AND WELFARE

8.1 CONTRIBUTION TO FULL-TIME AND PART-TIME CAREER EMPLOYEES

- a. The City shall administer a Cafeteria Plan (Plan) for employees consistent with Internal Revenue Code (IRS) section 125. The details of Plan eligibility and operational requirements are set forth in Plan documents. The City shall make contributions (City dollars) as described in this Article. One-half (1/2) of the City contribution will be made to eligible employees on each of the first two (2) paychecks (Eligible Paycheck) in each month.
- b. The amount of City contribution as provided in Section 8.3(b)(1-4) and (c) for each of the first two (2) paychecks each month shall be based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid (89.6 hours for suppression) = 100% contribution; 40-63.9 hours paid (56-89.5 hours for suppression) = 50% contribution.
- c. Eligible employees shall receive a City contribution for each Eligible Paycheck on which the employee is paid for forty (40) or more hours. Employees who are paid less than forty (40) hours on an Eligible Paycheck may continue elected coverage limited to the City's medical, dental, and vision insurance plans for the period of time permitted by the Consolidated Omnibus Budget Reconciliation Act (COBRA), by personal remittance or other arrangement for payment of the full premiums of any insurance elected to be continued.
- d. Notwithstanding subsections 8.1(a), 8.1(b), 8.1(c), eligible employees shall continue to receive a City contribution for each Eligible Paycheck (1) while on an approved protected leave of absence without pay, if required by state and/or federal law; or (2) while suspended from service without pay.
- e. All terms and conditions of medical, dental, vision, disability, and basic life insurance sponsored by the City will be as outlined in certificates of coverage and related insurance contracts.

8.2 CONTRIBUTION TO NON-CAREER EMPLOYEES

- a. The City agrees to contribute to the employee's purchase of healthcare benefits as provided below, on either a 100% or 50% basis, for non-career (+1,040) employees. Except as provided herein, the City contribution shall be applied toward the premiums for City-sponsored medical, dental, and vision insurance plans for eligible employees and qualified dependents, if any. The amount of City contribution for each of the first two (2) paychecks of each month shall be based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid (89.6 hours for suppression) = 100% contribution; 40-63.9 hours paid (56-89.5 hours for suppression) = 50% contribution.

- b. To be eligible for the City contribution under this Section, the non-career employee must be paid for a minimum of forty (40) hours (fifty-six (56) for suppression) of work on each paycheck. If the employee fails to be paid for the minimum forty (40) hours (fifty-six (56) hours for suppression) necessary to receive the City contribution, the City shall deduct from the employee's first two (2) paychecks each month the amount needed to pay for the insurance plans which the employee has selected. If this deduction from the employee's first two (2) paychecks each month cannot be made in its entirety, it is the responsibility of the individual employee to pay for the remaining amount. Failure to do so before the end of the calendar month including such paycheck(s) shall automatically drop the employee from the City-sponsored insurance program until the next open enrollment period.

8.3 AMOUNT OF CONTRIBUTION FOR EMPLOYEES ENROLLED IN A CITY-SPONSORED MEDICAL PLAN

a. Employees Enrolled in an Account-Based Health Plan (ABHP) As Defined by the City

- (1) The ABHP is a combination of a High Deductible Health Plan (HDHP) and a Health Savings Account (HSA).
- (2) Employees enrolled in an ABHP shall receive City contributions as defined in Section 8.3(b). To the extent that the premium for the ABHP is less than any City contributions outlined below, any remaining City contribution shall be credited to the employee's HSA, to the extent allowed by law.

b. Amount of Contribution

For Plan Years Prior to the Effective Date of Subsection (2) the City Contributions Shall be as Follows:

- (1) Employee Only
 - (a) Full-time employees enrolled in a City-sponsored medical plan for employee only, the City contribution shall be nine hundred seventy-one dollars (\$971) per month.
 - (b)
- (2) Employee Plus One (1) Dependent

Full-time employees enrolled in a City-sponsored medical plan for employee plus one (1) dependent the City contribution shall be one thousand five hundred forty-five dollars (\$1,545) per month.
- (3) Employee Plus Two (2) or More Dependents

Full-time employees enrolled in a City-sponsored medical plan for employee plus two (2) dependents, the City contribution shall be two thousand fifty-one dollars (\$2,051) per month.

- (4) Effective the pay period beginning June 27, 2024, with the increased contribution first appearing on the paycheck issued July 21, 2026, for plan year 2026, the City contribution shall be as follows:
 - (c) Full-time employees enrolled in a City-sponsored medical plan for employee only, the City contribution shall be one thousand fifty-one dollars (\$1,051) per month.
 - (d) Full-time employees enrolled in a City-sponsored medical plan for employee plus one (1) dependent, the City contribution shall be one thousand six hundred seventy-four (\$1,674) per month.
 - (e) Full-time employees enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents, the City contribution shall be two thousand two hundred thirty dollars (\$2,230) per month.
- (5) Effective the first benefits eligible paycheck of 2027 for plan year 2027, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums from plan year 2026 to plan year 2027, of the benchmarked twenty-five dollar (\$25) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increase(s) which exceeds this amount.
- (6) Effective the first benefits eligible paycheck of 2028 for plan year 2028, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums from plan year 2027 to plan year 2028, of the benchmarked twenty-five dollar (\$25) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increase(s) which exceeds this amount.
- (7) Notwithstanding any other provision of this Agreement, including Article 27.9 (Term), effective the first benefits eligible paycheck of 2029 for plan year 2029, the City contribution shall return to and be limited to the contribution amounts set forth in subsection 8.3(b)(2). Any additional City contribution provided under subsection 8.3(b)(3) or 8.3(b)(4) shall apply only to plan years

2027 and 2028, respectively, and shall not continue beyond plan year 2028 unless the parties mutually agree otherwise in writing.

- c. Full-time employees not enrolled in a City-sponsored medical plan shall receive a City contribution of up to seven hundred forty-seven dollars (\$747.00) per month to purchase City-sponsored dental and vision coverage.
- d. Part-time employees shall receive a prorated City contribution consistent with subsection 8.1(b).
- e. Employees who are eligible to receive the City contribution who do not provide proof of other group medical coverage or do not enroll in City medical coverage within thirty (30) calendar days of being eligible for the City's contribution shall be enrolled in the lowest cost ABHP medical plan for employee only coverage.
- f. Employees shall not receive any unused portion of the City contribution as cash.
- g. Changes to the City's healthcare contribution levels as provided in this Section, including the adjustments effective for plan year 2026, shall not create or entitle employees to a special open enrollment period. Open enrollment opportunities shall occur only as provided in the City's normal annual benefits cycle or as otherwise required by law.

8.4 COVERED DEPENDENTS

- a. An employee who has a domestic partner and has a notarized City-provided "Declaration & Understanding of Partnership Status for City of Sacramento Employee Health Benefits" dated on or before December 10, 2019, may cover the domestic partner under the employee's City-sponsored medical plan. The employee will pay for the premium difference for the domestic partner coverage as an "after-tax" out-of-pocket employee expense. In no event will the City's monthly health and welfare contribution be used to pay for the cost of the domestic partner's coverage.
- b. An employee who has a domestic partner, and is registered with the Secretary of State of the State of California, may cover the domestic partner and/or the domestic partner's children, under the employee's City-sponsored medical plan. Employees with registered State of California domestic partners shall receive the City contributions as specified in Section 8.3.
- c. The following eligible dependents qualify to be enrolled on a City medical, dental, or vision plan: lawfully married spouse or registered domestic partner; children up to age 26 who are an employee's natural child, stepchild, adopted child, or the natural or adopted child of an employee's spouse or registered domestic partner; children up to age 26 who are placed under the legal guardianship of an employee, the employee's spouse, or employee's registered domestic partner; children under the

age of 26 in which the City has received notice of a Qualified Domestic Relations Order of Required Coverage; and disabled unmarried children over the age of 26 who reside with the employee. The definition of a dependent child for purposes of medical insurance shall also be in accordance with the Patient Protection and Affordable Care Act (PPACA), as amended.

- d. An employee covered as a dependent of another City employee may not enroll in a City medical plan but may enroll in a City dental or vision plan.

8.5 CASH-BACK LIMITS

- a. The cash-back of the City contribution from the IRS section 125 Plan shall be limited to two hundred dollars (\$200) per month for career employees who waive City-sponsored medical insurance. Part-time employees shall be pro-rated as indicated in 8.1(a).
- b. New employees or employees who are not receiving the cash back as of January 1, 2016, shall not be eligible for the cash-back option.
- c. Employees transferring to classifications in the Fire Department Unit who are receiving cash-back at the time of transfer may maintain the cash-back option as long as they continuously waive City-sponsored medical insurance.
- d. Cash-back provided to employees who opt-out of City-sponsored medical insurance as provided in this Section shall not be included in the employee's regular rate of pay when determining such rate for contract overtime.

8.6 LIFE INSURANCE

The City will provide basic life insurance in an amount of \$15,000 to each eligible career employee at no charge. Employees may purchase additional life insurance not to exceed a total of \$50,000.00 City-sponsored term life insurance.

8.7 FLEXIBLE SPENDING ACCOUNTS

The City shall offer a Flexible Spending Account (FSA) program to employees as permitted by Internal Revenue Service (IRS) regulations for the following:

- a. Out-of-pocket expenses for City-sponsored medical, dental, and vision plans;
- b. Unreimbursed healthcare costs; and
- c. Dependent care reimbursement.

The City shall provide a summary of IRS rules on flexible spending limits during each open enrollment to both the employee and the Union.

8.8 RETIREES OR SURVIVOR DEPENDENTS

Eligible City retirees or survivor dependents shall receive City-paid retiree insurance contributions for medical, dental, and vision insurance benefits under the following provisions:

a. Employees Retiring On or Before June 30, 1992

Retirees shall be eligible to receive the total of the lowest cost twenty-five-dollar (\$25) co-pay medical plan for one (1) plus an additional 5.28% of that cost; the lowest cost PPO dental plan for one (1); and twenty-five (\$25) dollars.

b. Retirees Retiring On or After July 1, 1992, and Before January 1, 2020, are Eligible to Receive the Following:

- (1) Retirees shall be eligible to receive the total of: the lowest cost twenty-five dollar (\$25) co-pay medical plan for one (1) plus an additional 5.28% of that cost; the lowest cost PPO dental plan for one (1); and twenty-five dollars (\$25).
- (2) Except as provided in Section 8.8(j), to be eligible for the City retiree insurance contribution, the employee must retire from active service with a minimum of ten (10) full years of City service for a service or ordinary disability retirement and be at least age fifty (50).
- (3) Employees retiring with thirty (30) or more years of City service shall be eligible for the City's retiree insurance contribution effective with the date of retirement without regard to age.
- (4) The City's retiree insurance contribution shall be as follows:
 - (a) Employees with a minimum of ten (10) full years of City service but less than fifteen (15) full years of City service shall be eligible for up to a maximum of fifty percent (50%) of the City's retiree insurance contribution identified in subsection (b)(1), above.
 - (b) Employees with a minimum of fifteen (15) full years of City service but less than twenty (20) full years of City service shall be eligible for up to a maximum of seventy-five percent (75%) of the City's retiree insurance contribution identified in subsection (b)(1), above.
 - (c) Employees with a minimum of twenty (20) full years of City service shall be eligible for up to a maximum of one hundred percent (100%) of the City's retiree insurance contribution identified in subsection (b)(1), above.

- (5) An employee who does not retire from CalPERS within one-hundred twenty (120) days from the date of separation from City service shall not be eligible for the City's retiree insurance contribution and may not enroll in a City medical, dental, or vision plan.
- c. Employees Hired On or Before December 31, 2019, Who Retire On or After January 1, 2020, are Eligible to Receive the Following:
- (1) Retirees shall be eligible to receive the total of: the lowest cost twenty-five dollar (\$25) co-pay medical plan for one (1); the lowest cost PPO dental plan for one (1); and twenty-five dollars (\$25.00).
 - (2) Except as provided in Section 8.8(j), to be eligible for the City retiree insurance contribution, the employee must retire from active service with a minimum of ten (10) full years of City service for a service or ordinary disability retirement and be at least age fifty (50).
 - (3) Employees retiring with thirty (30) or more years of City service shall be eligible for the City's retiree insurance contribution effective with the date of retirement without regard to age.
 - (4) The City's retiree insurance contribution shall be as follows:
 - (a) Employees with a minimum of ten (10) full years of City service but less than fifteen (15) full years of City service shall be eligible for up to a maximum of fifty percent (50%) of the City's retiree insurance contribution identified in subsection (c)(1), above.
 - (b) Employees with a minimum of fifteen (15) full years of City service but less than twenty (20) full years of City service shall be eligible for up to a maximum of seventy-five percent (75%) of the City's retiree insurance contribution identified in subsection (c)(1), above.
 - (c) Employees with a minimum of twenty (20) full years of City service shall be eligible for up to a maximum of one hundred percent (100%) of the City's retiree insurance contribution identified in subsection (c)(1), above.
 - (5) An employee who does not retire from CalPERS within one-hundred twenty (120) days from the date of separation from City service shall not be eligible for the City's retiree insurance contribution and may not enroll in a City medical, dental, or vision plan.

d. Employees Hired On or After January 1, 2020

Unless otherwise required by law, no employee hired on or after January 1, 2020, shall be eligible for any retiree insurance contributions provided by this Section.

e. Transferring Classifications

Employees who voluntarily transfer from a classification not covered by this Agreement to a classification covered by this Agreement on or after January 1, 2020, shall be ineligible for the retiree insurance contributions provided by this Section. This provision does not apply to Fire Recruits who graduate from the Sacramento Fire Academy by July 2020.

Employees whose most recent date of hire is prior to January 1, 2020, who are involuntarily transferred or demoted into a classification covered by this Agreement, shall be eligible for the retiree insurance contributions provided in Section 8.8(c), above.

f. Fire OPEB Trust (Trust)

The City and employees shall discontinue contributions to the Fire OPEB Trust (Trust). The balance of the existing Trust shall be utilized to address post-employment medical benefits.

g. Pre-Medicare Eligible Retirees

Pre-Medicare retirees who are not eligible for Medicare benefits may elect to participate in a City-sponsored medical plan or purchase an individual medical plan. A retiree who elects to purchase an individual medical plan not sponsored by the City shall only be eligible to enroll in a City medical plan if the retiree enrolls with an effective date of coverage which is within two (2) years from the date their prior City medical coverage terminated except in the event of closure or repeal of the Patient Protection and Affordable Care Act (PPACA).

h. Medicare Retirees

In order to maintain eligibility for the City retiree insurance contribution, each eligible retiree and eligible dependent(s) shall enroll in Medicare Parts A and B immediately after becoming eligible for such benefits. Medicare retirees may elect to participate in a City-sponsored Medicare medical plan or purchase an individual Medicare medical plan.

Medicare retirees who have enrolled in Parts A and B after becoming eligible for such benefits may elect to participate in a City-sponsored Medicare medical plan without restriction to the amount of time the retiree has waived a City-sponsored medical

plan. Medicare retirees may only enroll on their City-sponsored Medicare medical plan a Medicare eligible dependent(s) who has enrolled in Parts A and B.

Medicare retirees who are eligible for Medicare Parts A and B and who elect to purchase an individual medical plan shall only be reimbursed the cost of the individual premiums associated with a Medicare Advantage, Medicare Supplemental, and/or Medicare Prescription Drug plan up to their eligible City contribution.

i. Retiree Insurance Contribution Exclusion

Retirees who participate in another (non-City sponsored) group medical plan as an employee or dependent spouse shall not be eligible for the City contribution outlined in this Section.

j. Industrial Disability or Death in Line of Duty Survivors

Retirees who receive industrial disability pensions or death in-line-of-duty survivors will be entitled to one hundred percent (100%) of the City retiree insurance contribution for retirees regardless of years of service. This benefit shall be determined as provided in Section 8.8(a-c).

k. Survivor Dependents Benefits

Survivor dependents of eligible employees or retirees shall be entitled to continue receiving the retiree insurance contribution. The benefit to survivor dependents shall be determined as provided in Section 8.8.

“Eligible dependent,” as used in this Section, is defined as a dependent who was and remains eligible to be enrolled on the employee or retiree’s benefit plan at the time of the employee or retiree’s death.

l. Resuming Retiree or Survivor Dependents for Eligible Personnel who Unretire from City Service November 20, 2023, and Subsequently Re-Retire from City Service

Individuals retired from classifications represented by the Union who are eligible for retire or survivor dependents benefits under Section 8.8 shall have these benefits suspended if they elect to unretire and return to active employment with the City of Sacramento.

Notwithstanding Section 8.8(d), upon re-retirement from a classification represented by the Union, retirees who were eligible for retiree or survivor dependents benefits under Section 8.8 at the time of their first retirement, shall receive the City contribution to which they were entitled upon their original retirement date. Years of service during the employee’s return to active employment

will not be used to determine any employee's entitlement to the City's retiree insurance contribution under Section 8.8.

Example: An employee retires from a classification represented by the Union with fifteen (15) years of City service. The employee is eligible for 75% of the City's retiree insurance contribution. The individual unretires and works in a Union-represented classification for another ten (10) years. When the employee re-retires, the employee is only eligible for the fifteen (15) year contribution amount, irrespective of any additional years of service worked for the City.

8.9 HEALTH REIMBURSEMENT ARRANGEMENT (HRA)

The City will, setup employee contributions to the International Association of Fire Fighters (IAFF) sponsored Medical Expense Reimbursement Plan (MERP), for employees covered by this Agreement as follows:

- a. Employees' existing Nationwide Post Employment Health Plan (PEHP) balances will remain in their Nationwide PEHP account and are eligible for use in a manner consistent with the PEHP Plan Documents and subject to the restrictions in the United States Internal Revenue Code (USIRC) or other applicable law.
- b. Employees hired before January 1, 2020, shall contribute seventy-five dollars (\$75.00) per month to the MERP. Effective the pay period beginning August 8, 2026, the employee contribution for employees hired before January 1, 2020, shall be increased seventy-five dollars (\$75) for a total employee contribution of one hundred fifty dollars (\$150) per month.
- c. Employees hired on or after January 1, 2020, shall contribute seventy-five dollars (\$75.00) per month to the MERP. Effective the pay period beginning August 8, 2026, the employee contribution for employees hired on or after January 1, 2020, shall be increased seventy-five dollars (\$75) for a total employee contribution of one hundred fifty dollars (\$150) per month.
- d. Contributions shall occur over twenty-four (24) pay periods per year, which shall be the first two (2) paychecks of each month.
- e. Employee contributions to the MERP will be mandatory for each group identified in subparagraphs (b) and (c), above. Employee contributions shall be on a pre-tax basis to the extent allowed by law.
- f. There shall be no City contributions to the MERP.
- g. The Union acknowledges that it is solely responsible for the adoption and ongoing administration of the MERP. The Union also represents that the MERP complies with

all federal, state, and local laws including, but not limited to, the USIRC and Regulations pertaining to pre-tax deposits to such plans.

- h. The City is not a party to, nor shall it incur any costs associated with the IAFF MERP including, but not limited to, its establishment or administration. The City agrees to deduct and transfer participants' contributions to the IAFF MERP in a manner consistent with this Article. The City has no obligations to the management, regulatory compliance, or performance of the IAFF MERP. In the event the IAFF MERP becomes insolvent or unable to pay, the City has no financial obligation to the IAFF MERP, the employees covered by this Agreement, IAFF MERP participants and their qualified beneficiaries, or the Union. Further, the City has no obligation to provide any IAFF MERP benefits to employees covered by this Agreement or IAFF MERP participants and their qualified beneficiaries.
- i. The Union agrees to defend, indemnify, and hold the City, its agents, officers, and employees harmless from any liability of any nature which may arise as a result of employee, participant, and/or qualified beneficiary participation in the IAFF MERP, including any and all claims or legal proceedings regarding the operation of the IAFF MERP, except for the obligation of the City to deduct and transfer participant contributions to the IAFF MERP as described in this Agreement.
- j. **Modification of Employee Contributions.** The City and the Union agree that the Union may request a prospective modification to the mandatory employee monthly contribution amounts set forth in subsection (b) and (c), subject to approval of its members according to the Union's internal rules. Any modified contribution amount must be mandatory for all employees within the groups defined in subsection (b) and (c).

The Union may submit no more than one request to modify employee contribution amounts per calendar year. Such request must be submitted to the City between February 1 and July 31 of the applicable calendar year. The request must identify the proposed monthly contribution amount for each defined group identified in subsection (b) and (c), which must be divisible into two equal payroll deduction and must include written confirmation that the modification has been approved in accordance with the Union's internal rules.

Upon receipt of a timely and complete request, the City shall implement the modified employee contribution amount within thirty (30) calendar days. The parties shall memorialize any modification under this subsection in a Letter of Understanding.

8.10 VESTING OF RETIREE MEDICAL BENEFITS AND WAIVER OF RIGHT TO BARGAIN

The retiree insurance contributions described in Section 8.8(a) for retirees that retire on or before June 30, 1992; the retiree insurance contributions described in Section 8.8(b) for

employees that retire on or after July 1, 1992, and before January 1, 2020; and the retiree insurance contributions described in Section 8.8(c) for employees hired on or before December 31, 2019, who retire on or after January 1, 2020, are vested. This means that they are lifelong rights. The City agrees to vest these rights for current retirees and employees in consideration for the Union's agreement that the City will provide no City funded retiree insurance contributions in Section 8.8(d). As a result, the City and the Union waive their right to renegotiate Section 8.8(a), Section 8.8(b), Section 8.8(c), and Section 8.8(d) in future labor negotiations.

ARTICLE 9 – WORKING CONDITIONS FOR FIRE SUPPRESSION PERSONNEL

9.1 DAILY HOUR VALUE

The hour value of a leave day for vacation, sick leave or other leave shall be determined by dividing the average number of regularly-scheduled weekly hours by five (5), which result provides the ratio of hours of all weekly hour schedules to the 5 day-40 hour per week employee. The value of an hour for the 5 day/40-hour schedule shall be 1.4 and a day shall be 11.2 hours. The value of an hour for the 4 day/10-hour schedule shall be 1.4 and a day shall be 14 hours.

9.2 WEEKLY ANNUAL REPORT

It is agreed that the gross annual hours for Firefighters, Fire Engineers, Fire Captains and Fire Battalion Chiefs assigned to the fire duty schedule shall be 2,912 hours (56 hours per week times 52 weeks) for each fiscal year.

9.3 HOLIDAYS

- a. Firefighters, Fire Engineers, Fire Captains and Fire Battalion Chiefs who are assigned to the fire suppression schedule shall be credited with holiday accrual at the rate of seven (7) hours on the first two paychecks of each month. Employees may accumulate twenty-four (24) hours of holiday leave, after which all remaining accruals shall be paid to the employee at the employee's base rate of pay plus applicable incentives identified in Article 15.
- b. Holiday hours shall be credited to an employee consistent with Article 9.3 (a) only while the employee is in paid status.
- c. Holiday hours shall be used to offset vacation time off as follows:
 - (1) Employees earning 10 vacation days per year: Holiday Earned = 1:36/shift
 - (2) Employees earning 15 vacation days per year: Holiday Earned = 3:00/shift
 - (3) Employees earning 20 vacation days per year: Holiday Earned = 1:36/shift

- (4) Employees earning 20 vacation days per year and who sell back 1 week in lieu of vacation: Holiday Earned = 3:00/shift

9.4 SCHEDULE AND HOURS

- a. Shifts for Firefighters, Fire Engineers, and Fire Captains not assigned to EMS 22 or EMS 23 shall begin at 8:00 a.m., and end at 8:00 a.m. the following morning. Shifts for all Fire Battalion Chiefs on suppression assignment and Fire Captains who are assigned to EMS 22 or EMS 23, shall begin at 7:00 a.m., and end at 7:00 a.m., the following morning. Firefighters, Fire Engineers, Fire Captains, and Fire Battalion Chiefs will be scheduled to be on-duty four (4) 24-hour periods and off-duty eight (8) 24-hour periods in a 12-day cycle. The duty schedule is as follows:

"X" denotes work day or duty shift

"O" denotes day off or shift off duty

X-X-O-O-O-O-X-X-O-O-O-O

- b. Payroll records will correctly reflect the above work schedule of the said shift employees commencing with the first pay period that begins after the effective date hereof. Example: A twenty-four (24) hour shift beginning at 8:00 a.m. on a Monday and ending at 8:00 a.m. on a Tuesday will show sixteen (16) hours on-duty time on Monday and eight (8) hours on-duty time on Tuesday.
- c. The basic daily work schedule shall be from 8:00 a.m. – 5:00 p.m. However, it is recognized that department operations and training needs may require schedules other than 8:00 a.m. – 5:00 p.m. Where possible and feasible all training and work of a non-emergency nature will be performed between the hours of 8:00 a.m. – 5:00 p.m. and will conform to the job classification specifications as defined by Civil Service Rules.

ARTICLE 10 – WORKING CONDITIONS FOR FIRE ADMINISTRATIVE ASSIGNMENT

This Article applies to the Firefighter, Fire Engineer, Fire Captain, Fire Battalion Chief, and Fire Investigator I classifications while working in an administrative assignment.

10.1 ASSIGNMENT TO ADMINISTRATION

- a. Recruitment notices for administrative assignments must include the job duties and expectations, desired qualifications, and a description of the application and evaluation process. The notice shall be posted for a minimum of ten (10) calendar days before the application closing date.

- b. At a minimum, the evaluation process will consist of a review of applicant resumes and interviews with all qualified candidates.
- c. In the event two (2) or more qualified applicants with equal knowledge, skills, abilities, and experience, seniority will be the tie-breaking factor.
- d. Management shall attempt to fill all administrative assignments with qualified applicants. If no qualified applicants are available, vacancies shall be filled by reverse classification seniority of qualified, permanent employees.
- e. Administrative assignments have a two (2) year term. Management may shorten or extend this term after thirty (30) days' written notification to the employee.

10.2 WORKWEEK

- a. The workweek for employees covered by this Article shall begin at 12:01 a.m., Saturday and end at 12:00 Midnight the following Friday. The employees' workweek shall consist of eight (8) consecutive hours per day for five (5) consecutive days for a total of forty (40) hours.
- b. An alternative workweek schedule for employees on administrative assignment may be established consisting of forty (40) hours in increments of four (4) ten (10) hour workdays or five (5) eight (8) hour workdays, or a 9-80 workweek schedule consisting of four (4) nine (9) hour workdays, four (4) nine (9) hour workdays, and one (1) eight (8) hour workday during an eighty (80) hour bi-weekly period. Management retains the right to determine days off on the schedule and agrees to discuss the schedule with the Union thirty (30) days in advance of changes to the 9-80 workweek schedule. Upon receipt of the written notice, the alternative workweek schedule will be terminated on a date mutually acceptable to the City and the affected employee(s) or thirty (30) calendar days from the date of written notice, whichever occurs first.

10.3 HOLIDAY BENEFIT FOR ADMINISTRATIVE ASSIGNMENT PAY

- a. The following shall be the recognized holidays for employees covered by this Article:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Cesar Chavez's Birthday	March 31
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September

Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving Day	Friday after Thanksgiving
Christmas Eve (4 hours)	December 24
Christmas Day	December 25
New Year's Eve (4 hours)	December 31

- b. Employees on administrative assignment shall not be eligible for additional holiday benefits pursuant to Section 9.3 and Section 11.2(c).
- c. To be eligible for holiday pay, the employee shall work the scheduled workday before and after the recognized holiday. Paid time on vacation, sick leave, or CTO shall be considered hours worked for the purpose of holiday pay eligibility.
- d. If the recognized holiday falls on a Saturday, the preceding Friday shall be considered the employee's holiday.
- e. If the recognized holiday falls on a Sunday, the following Monday shall be considered the employee's holiday.

f. Floating Holidays

(1) Accrual

In addition to the recognized holidays provided in Section 10.2(a) above, employees shall receive the equivalent of two (2) floating holidays per fiscal year on an accrual basis at the rate of forty (40) minutes per pay period on the first two (2) paychecks of each calendar month as long as the employee is in paid status for forty (40) or more hours on the paycheck that the accrual would occur.

(2) Administration

- (a) The scheduling of floating holiday time must be approved in advance by the appointing authority or designated representative.
- (b) An employee may carry-over from the preceding calendar year a maximum of eight (8) hours of floating holiday. All floating holiday hours accrued and not used in excess of eight (8) hours shall be paid to the employee at the employee's base rate of pay plus applicable incentives identified in Article 15, on the final paycheck of the calendar year in which it was earned.

10.4 CONVERSION OF LEAVE BALANCES

- a. When an employee fills an administrative assignment, all leave balances accrued or earned on a suppression schedule shall be converted by dividing the current balances by the daily hour value of 1.4.
- b. While on an administrative assignment, all leave balances shall be accrued or earned based on a forty (40) hour workweek.
- c. When an employee returns to a suppression schedule from an administrative assignment all leave balances shall be converted by multiplying the current balances by the daily hour value of 1.4.
- d. Employees in the classification of Fire Investigator I on an administrative assignment shall not have their leave balances converted when moving into or out of the assignment.

10.5 OVERTIME

- a. When an employee on administrative assignment fills a suppression assigned position of equal rank, the employee shall receive the suppression overtime rate of pay for the position plus incentive pay.
- b. When an employee on administrative assignment fills a suppression assigned position of lower rank, the employee shall receive the suppression overtime rate of pay for that position at the maximum hourly rate of pay plus incentive pay.
- c. The daily hour value shall apply to overtime worked on the administrative 5/8 or 4/10 schedule but shall not apply to suppression schedule hours or overtime hours worked.
- d. Incentive pay shall be additive and not compounded.

10.6 COMPENSATORY TIME OFF (CTO)

In lieu of overtime compensation, with the approval of the Fire Chief, or designee, employees on Administrative Assignments may accrue up to eighty (80) hours of Compensatory Time Off (CTO). In accordance with United States Code section 207(o), CTO shall be earned at a rate of one and one-half (1.5) hours for each hour of employment for which overtime compensation is required. Time worked on a Suppression Assignment is ineligible to be banked as CTO. An employee is ineligible to use CTO leave upon return to a Suppression Assignment. Within thirty (30) days of return to a Suppression Assignment, all CTO time will be paid out at the employee's current Administrative Assignment base rate of pay plus applicable incentives.

ARTICLE 11 – WORKING CONDITIONS FOR FIRE PREVENTION PERSONNEL

This Article, unless a classification is not referred to or specifically excluded, applies to the classifications of Fire Investigator I and II, Senior Fire Prevention Officer, Fire Prevention Officer I and II, and Fire Prevention Officer Trainee.

11.1 FIRE PREVENTION OFFICERS

This Section applies to the Fire Prevention Officer Trainee, Fire Prevention Officer I, Fire Prevention Officer II, and Senior Fire Prevention Officer classifications in the Fire Department.

a. Workweek

The workweek for employees covered by this Section shall begin at 12:01 a.m., Saturday and end at 12:00 Midnight the following Friday. The employees' workweek shall consist of eight (8) consecutive hours per day for five (5) consecutive days for a total of forty (40) hours.

b. Night Shift Premium Pay

- (1) Employees covered by this Section 11.1, who work five-eighths (5/8) or more of their regular shift in the period extending from 6:00 p.m. to 6:00 a.m., shall receive an incentive of five percent (5%) of their base rate of pay for the entire shift. Employees, who work less than five-eighths (5/8) of their regular work shift in the period extending from 6:00 p.m. to 6:00 a.m., shall receive an incentive of five percent (5%) of their base rate of pay for those hours worked (to the nearest one-half hour) within that period.
- (2) An employee shall not receive night-shift premium pay when on vacation or other authorized leave of absence with pay.
- (3) This incentive shall be additive and not compounded with any other pay or incentive.

c. Vacation Administration

The maximum number of Fire Prevention Officer I/II's scheduled to be on vacation, CTO, PTO, holiday credit accrued, or a 9/80 day off each working day shall not exceed fifty percent (50%) of the filled FTEs in each Fire Prevention Unit.

d. Alternative Workweek Schedule

The City has established an alternative workweek schedule for Fire Prevention Officers consisting of eight (8) nine (9) hour workdays, and one (1) eight (8) hour workday during an eighty (80) hour bi-weekly period. The City may establish an

alternative work schedule consisting of four (4) ten (10) hour workdays in a seven (7) day FLSA work period. Management retains the right to determine shift start times and days off for any alternative schedule but will discuss any change to the schedule with the Union thirty (30) days in advance. Upon receipt of written notice from the City, the alternative workweek schedule will be terminated on a date mutually acceptable to the City and the affected employee(s) or thirty (30) calendar days from the date of written notice, whichever occurs first.

- e. Standby Assignment Pay for Senior Fire Prevention Officers and Fire Prevention Officer IIs
 - (1) Effective June 27, 2026, a Senior Fire Prevention Officers and Fire Prevention Officer IIs who are required to remain on standby for emergency work shall be paid \$329 per week, or the daily pro rata rate of \$47.00, in addition to their regular compensation. Employees who are called out while on standby shall receive a minimum of two (2) hours pay at their base hourly rate of pay plus applicable incentives, or consistent with Article 11.4, one and one-half (1.5) times their base hourly rate of pay plus applicable incentives, whichever is greater.
 - (2) Senior Fire Prevention Officers and Fire Prevention Officer IIs who are issued a City cell phone, laptop, and/or pager are not on standby unless assigned by the appointing authority.
 - (3) With the exception of sick leave, Senior Fire Prevention Officers and Fire Prevention Officer IIs may use any type of authorized leave, including, but not limited to, vacation; CTO; holiday credit; etc., during their standby assignment so long as they remain available for their standby assignment. An employee utilizing sick leave who is unable to work due to a personal illness, shall not receive standby pay for the day(s) out sick. Employees who fall ill after hours while they are on standby, shall notify the Fire Marshal or designee who will find a replacement for the day(s) the employee is out sick. The standby assignment may resume when the employee returns to work.
 - (4) If a Senior Fire Prevention Officer or a Fire Prevention Officer II is assigned to standby and receives telephone contacts and is engaged in a problem resolution which exceeds fifteen (15) minutes, the employee shall receive the two-hour minimum, or actual time worked, whichever is greater. Additional calls within the two-hour period are covered under that minimum time.
 - (5) To ensure effective response capabilities, Senior Fire Prevention Officers and Fire Prevention Officer IIs assigned to standby shall remain within a thirty-five (35) air-mile radius of the interchange at W/X Streets, 29th and 30th Streets for the duration of the standby assignment, unless otherwise authorized by the City.

11.2 FIRE INVESTIGATOR I

This Section 11.2 shall apply only to the Fire Investigator I classification.

a. Work Period

The work period for employees in the Fire Investigator I classification shall consist of one hundred forty-seven (147) hours in a twenty-four (24) day work period, consistent with the Fair Labor Standards Act (FLSA) overtime provisions for law enforcement employees.

b. Work Schedule

(1) Effective as soon as administratively feasible but within sixty (60) calendar days of the adoption of this Agreement by City Council, employees in the Fire Investigator I classification will work a rotating schedule of one (1) twenty-four (24) hour shift followed by three (3) consecutive days off-duty.

(2) The work schedule described in Section 11.2(b) shall be considered regular work hours paid at straight time consistent with 29 United States Code 207(k).

c. Holidays

In lieu of accruing leave balances for fifteen (15) holidays per year, employees in the Fire Investigator I classification shall be paid for five (5) hours at their base rate of pay plus applicable incentives, identified in Article 15, on the first two paychecks of each month.

d. Vacation Administration

The vacation schedule shall operate on straight seniority based on the date the employee entered the Fire Department. The employee will select either their vacation or their splits the first time around. After the complete list has been gone through, then the second and third choice will be made under the same procedures.

e. Shift Trades

Shift trades may be permitted at the discretion of the Fire Marshal.

f. Administrative Assignment Pay

When Fire Administration assigns a Fire Investigator I to an administrative assignment for a period of more than thirty (30) working days, the employee shall receive nine and one-half percent (9.5%) in addition to their base hourly rate of pay.

This shall not be applicable to employees on modified or light duty or employees being accommodated from their regular investigator assignment.

11.3 FIRE INVESTIGATOR II

Workweek

The workweek for employees in the Fire Investigator II classification shall begin at 12:01 a.m., Saturday and end at 12:00 Midnight the following Friday. The employees' workweek shall consist of eight (8) consecutive hours per day for five (5) consecutive days for a total of forty (40) hours.

An alternative workweek schedule for employees in the Fire Investigator II classification may be established consisting of forty (40) hours in increments of four (4) ten (10) hour workdays or five (5) eight (8) hour workdays, or a 9-80 work week schedule consisting of four (4) nine (9) hour workdays, four (4) nine (9) hour workdays, and one (1) eight (8) hour workday during an eighty (80) hour bi-weekly period. Management retains the right to determine days off on the schedule and agrees to discuss the schedule with the Union thirty (30) days in advance of changes to the 9-80 workweek schedule. Upon receipt of the written notice, the alternative workweek schedule will be terminated on a date mutually acceptable to the City and the affected employee(s) or thirty (30) calendar days from the date of written notice, whichever occurs first.

11.4 OVERTIME COMPENSATION

- a. Employees in the Fire Prevention Officer classifications shall receive overtime pay at one and one-half (1-1/2) times their regular rate of pay when they are required to work in excess of a regularly scheduled work shift, forty (40) hours per workweek, or on a recognized holiday. All paid time shall count as time worked for purposes of calculating overtime with the exception of sick leave. The Fire Investigator I shall not receive overtime on a recognized holiday.
- b. For purposes of overtime compensation, an employee's regular rate of pay for the relevant pay period shall include out-of-class incentive pay and night shift premium pay for all actual hours worked in the assignment for which such pay is earned.
- c. Overtime shall be paid in cash, except an employee may request compensating time off (CTO) as the method of payment. The City reserves the right to deny the CTO request.
- d. CTO shall be computed at the rate of time and one-half the number of overtime hours worked. Any CTO must be approved by the Fire Marshal.
- e. Employees may accrue up to eighty (80) hours of CTO up to the last pay period in June of each year. All CTO not used by this time will be paid to the employee. Any

hours of CTO not used by this time will be paid in cash. This cash payment will be included in the second paycheck in July.

11.5 HOLIDAY BENEFIT

- a. Except for the Fire Investigator I, the following shall be the recognized holidays for employees covered by this Article:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Cesar Chavez's Birthday	March 31
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving Day	Friday after Thanksgiving
Christmas Eve (4 hours)	December 24
Christmas Day	December 25
New Year's Eve (4 hours)	December 31

- b. To be eligible for holiday pay, the employee must work the scheduled workday before and after the recognized holiday. Paid time on vacation, sick leave, or CTO shall be considered hours worked for the purpose of holiday pay eligibility.
- c. If the recognized holiday falls on a Saturday, the preceding Friday shall be considered the employee's holiday.
- d. If the recognized holiday falls on a Sunday, the following Monday shall be considered the employee's holiday.
- e. Floating Holidays

(1) Accrual

In addition to the recognized holidays provided in (a) above, all employees shall receive the equivalent of two (2) floating holidays per calendar year accrued at the rate of forty (40) minutes per paycheck on each of the first two paychecks of each month. The employee shall accrue floating holiday credit for each paycheck for which the employee is paid forty (40) or more hours of salary.

(2) Administration

- (a) The scheduling of floating holiday time must be approved in advance by the appointing authority or designated representative.
- (b) An employee may carry-over from the preceding calendar year a maximum of eight (8) hours of floating holiday. All accumulated floating holiday hours accrued and not used in excess of eight (8) hours shall be paid to the employee at the employee's base rate of pay plus applicable incentives identified in Article 15, on the final paycheck of the calendar year in which it was earned.
- (c) An employee who leaves City employment shall be paid for all accrued floating holiday time at the straight-time hourly rate.

11.6 VACANCIES

- a. When the Fire Marshal is absent, and with the approval of the Fire Chief, if a qualified Senior Fire Prevention Officer or Fire Investigator II is assigned to, and performs substantially all of, the administrative and other responsibilities of the Fire Marshal, and does so for a minimum of two (2) consecutive hours, the employee working out-of-classification will be entitled to out-of-classification compensation consistent with Section 18.1 of this Agreement.
- b. When a temporary vacancy exists in the position of Fire Investigator II and a Fire Investigator I is assigned to, and performs substantially all of, the administrative and other responsibilities of the Fire Investigator II and does so for a minimum of two (2) consecutive hours, the Fire Investigator I working out-of-classification will be entitled to out-of-classification compensation consistent with Section 18.1 of this Agreement.
- c. When a temporary vacancy exists in the position of Senior Fire Prevention Officer and a Fire Prevention Officer I/II is assigned to, and performs substantially all of, the administrative and other responsibilities of the Senior Fire Prevention Officer and does so for a minimum of two (2) consecutive hours, the Fire Prevention Officer I/II working out-of-classification will be entitled to out-of-classification compensation consistent with Section 18.1 of this Agreement.
- d. When a vacancy occurs within a job assignment due to expansion, retirement, death, removal, resignation, promotion, or demotion, such job assignment shall be subject to bid by qualified employees in the classifications covered by this Article consistent with the bid processes set out in Section 21.1 of this Agreement.

11.7 MEAL TIME (8-HOUR DAY)

- a. Time allocated for meals will be uninterrupted. Every employee will have a regular unpaid meal period of one hour which shall be scheduled generally in the middle of the work shift.
- b. In the event the meal period is interrupted for Fire Department business, at the option of the employee, and approved by the Fire Marshal, the employee shall be:
 - (1) paid time and one-half for the entire meal period; or
 - (2) given an alternate meal period; or
 - (3) allowed to leave the shift early.

11.8 LOCKERS

Except for Fire Prevention Officer classifications, clothes lockers will be provided for turnout gear.

11.9 COVERALLS

The City shall provide one (1) pair of coveralls to employees covered by this Article. The employees shall be responsible for cleaning and maintaining these coveralls.

11.10 SAFETY SHOES

- a. For Fire Prevention Officers, the City shall reimburse said employees for the cost of an acceptable safety shoe up to a maximum of \$125.00 per pair, or up to a maximum of \$175.00 per pair if special order is required, and normally no more than two (2) pair per fiscal year. When needed, employees may purchase, and request to be reimbursed for, two (2) pairs of safety shoes at the same time. To be eligible for this reimbursement, the employee must obtain prior authorization from their supervisor before purchasing safety shoes and must submit the receipt to the supervisor to verify the cost and substantiate the reimbursement.
- b. The City maintains the right to specify the type of required safety shoe.
- c. The City shall seek to contract for provision of safety shoes consistent with current Fire practice and the limitations provided herein.

11.11 VOLUNTARY WORK FURLOUGH PROGRAM

Pursuant to the Furlough/Reduced Work Week Policy, the City may establish for full-time career employees a voluntary work furlough/reduced work week consisting of a full day of unpaid leave on a variable schedule or a work schedule which is modified on a regular fixed

basis to less than forty (40) hours per week. Employees shall apply for participation in the program pursuant to the conditions set forth in the rules and procedures governing this citywide program.

ARTICLE 12 – ROLL CALL AND CALL-BACK

12.1 ROLL CALL PREAMBLE

Roll Call is designed to facilitate staffing for Fire Suppression, Advanced Life Support (ALS) services, and specialty assignments. To that end, the process requires early assignment to vacancies and limits changes once assignments are made. Vacancies will be filled as early as possible to avoid hold-overs and unnecessary moves. The priority is to fill specialty assignments first.

12.2 PROJECTED AND DAY OF VACANCIES

- a. All projected full shift and partial shift vacancies created by absences of employees that have been scheduled in advance shall be filled in advance of the shift on which the absence is to occur.
- b. Projected and unprojected vacancies will be filled consistent with the roll call manual.
- c. All unfilled projected and day of vacancies will be filled from the Mandatory List prior to the on-duty callback shift being relieved.

12.3 MAXIMUM WORK PERIODS

- a. Employees, including those on mandatory callback, may be required to work up to a maximum of seventy-two (72) hours without a break in service.
- b. Notwithstanding 12.3(a), above, employees may volunteer to work up to a maximum of ninety-six (96) hours without a break in service.
- c. Upon reaching the maximum allowable work period, employees shall be required to remain off-duty for a minimum of twelve (12) hours before being assigned to duty.

12.4 AMBULANCE VACANCIES

- a. Firefighters assigned to the medic rotation, while on rotation, shall only shift trade with other Firefighters able to fill the medic position. Firefighters assigned to a medic rotation, while on medic rotation, are not eligible for HAZMAT, Rescue, Boat, or any other specialty, or acting assignments.

- b. Flex Medic Unit(s) shall be staffed by utilizing an available paramedic(s) or a paramedic and EMT who are unassigned after minimum staffing has been completed. Thereafter, the procedures for overtime callback apply.

12.5 OVERTIME AND CALL-BACK PAY

- a. Day of call-back staffing will begin at 6:00 a.m. If Fire Administration is unsuccessful in the first attempt to contact an off-duty employee by computerized tracking telephone for call-back purposes, Fire Administration shall proceed to the next name on the call-back list. Such employee shall be charged for the overtime work as a refusal.
- b. All paid time shall count as time worked for purposes of calculating overtime with the exception of sick leave.
- c. When employees are called out of their homes at times they are not regularly scheduled to report to duty, they shall be paid at their straight time base rate of pay or time and one-half, consistent with (b), above, from the time they report to duty at the location they were ordered to report to until relieved at that location from such unscheduled assignment, plus travel time enroute from their home to such location up to a maximum of sixty (60) minutes, except that in no event shall they be compensated for less than three (3) hours for such call-out from their homes.
- d. When it becomes necessary to call employees in to replace employees in non-emergency situations, employees of equal rank to the position which caused the recall shall be called for replacement. This shall occur only after existing eligible register on that shift has been exhausted, except however, that callback to fill the position of Firefighter shall not recognize rank. When an employee of higher rank is called to fill the position of Engineer or Firefighter, the employee so called shall receive overtime at the maximum hourly rate of pay for the position the employee fills. Travel time provided under subsection (c) shall not apply to employees in fire suppression who are recalled and work sixteen (16) hours or more and forty (40) hour per week employees who are recalled and work six (6) hours or more. In no event shall employees be compensated for less than three (3) hours for each such call-out from their homes.
- e. The Fire Battalion Chiefs are exempt from the provisions of the Fair Labor Standards Act (FLSA). The City agrees to pay Fire Battalion Chiefs at their straight time base rate of pay or overtime at the rate of time and one-half, consistent with (b), above, for all hours worked beyond their regularly scheduled twenty-four (24) hour shift or the regularly scheduled fifty-six (56) hour workweek.

12.6 NOTIFICATION OF ROLL CALL CHANGES

The City reserves the right to make roll call and callback changes with notification to the Union prior to the change. If the result of such changes affects wages, hours and/or conditions of employment, the City agrees to meet and confer regarding the impact of such changes.

12.7 SUPPRESSION VACANCIES BID PROCESS

The intent of this Article is for the purposes of bidding assignments. As open Engine, Truck, or Rescue Company assignments become available, one or both Firefighters assigned to an Engine, Truck, or Rescue Company must be an accredited Paramedic.

- a. Based on seniority, if the first open assignment on an Engine, Truck, or Rescue Company is bid by an EMT-1, the remaining assignment shall be open to an EMT-P exclusively.
- b. Based on seniority, if the first open assignment on an Engine, Truck, or Rescue Company is bid by an EMT-P, the remaining assignment shall be open to an EMT-1 or EMT-P.
- c. This article will be implemented as open Engine, Truck, or Rescue Company assignments become available.

Daily vacancies shall be filled in a manner consistent with paragraph 12.2, above.

ARTICLE 13 – SHIFT TRADING

13.1 SHIFT TRADING

- a. Consistent with the operational requirements of the Fire Department to maintain public health and safety, employees may trade twenty-four (24) hour shifts or incremental portions of four (4) hours in a manner consistent with the Fair Labor Standards Act (FLSA).
- b. The Department reserves the right to deny shift trades for operational or public health and safety reasons.
- c. Trades shall be permitted subject to the following terms and conditions:
 - (1) Unless approved by the Fire Chief or designee, trades shall only be permitted between career employees with at least six (6) months of Firefighter level service with the Sacramento Fire Department and of the same rank.

- (2) All shift trades shall be entered in Telestaff at least twenty-four (24) hours prior to the trade and reviewed by the employee's immediate supervisor.
- (3) Fire Assistant Chiefs shall be responsible to approve and supervise shift trades for Fire Battalion Chiefs.
- (4) Fire Battalion Chiefs shall be responsible to approve and supervise shift trades for Fire Captains.
- (5) Fire Captains shall be responsible to approve and supervise shift trades for their assigned personnel.
 - (a) For employees not assigned to a suppression unit, the Fire Captain of their medic assignment shall be responsible to approve and supervise their shift trades.
- (6) The employee replacing the assigned employee shall be responsible for shift coverage.
 - (a) In the event the replacement employee fails to complete the shift trade due to an approved use of sick leave, the replacement employee will have their sick leave balance reduced by the number of hours equal to the hours scheduled to work in the trade.
 - (b) In the event the replacement employee does not have sufficient sick leave hours to cover a missed shift trade due to an employee's approved use of sick leave, the employee will be required to reschedule themselves for the missed hours. Rescheduling must be completed within fifteen (15) calendar days from the missed trade and the missed hours must be worked within sixty (60) calendar days.
- (7) Consistent with 29 USC 207, as amended, the hours "traded" shall not be considered hours worked for pay purposes and shall not be recorded on the timecard or be used to calculate any employee's eligibility for overtime compensation pursuant to this MOU or the FLSA.
- (8) Canceling a shift trade(s) is prohibited with less than twenty-four (24) hours' notice unless the employee's immediate supervisor approves and Roll Call has been notified.
- (9) If a shift trade is missed due to a Department approved deployment, rescheduling must be completed within fifteen (15) calendar days from the end of the deployment and completed within sixty (60) calendar days from the end of the deployment.

- (10) If the Department transfers an employee to another shift, to special duty, or if the employee is promoted, and as a result of such transfer, special duty, or promotion, a conflict arises relative to the application of this Article, the employee will be required to effect completion, correction, or cancellation if the trade is in excess of thirty (30) calendar days from date of notice of transfer, special duty, or promotion. Thirty (30) calendar days or less from date of notice of transfer, special duty, or promotion will be the responsibility of the City.
- (11) If an employee is to be off work due to a duty injury, they will assume the responsibility for completion, corrections, or cancellation of shift trades that are scheduled beyond the fifteenth (15th) calendar day from the date of duty status change.
- (12) A leave of absence authorized to an employee automatically defers all shift trade activity for the duration of the leave. Rescheduling must be completed within fifteen (15) calendar days from the date the employee returns from their authorized leave of absence and the missed hours must be worked within sixty (60) calendar days from their return from the authorized leave.
- (13) An employee is not eligible to work a shift trade while on light duty or limited duty assignment. Employees returning to full duty from a light duty or limited duty assignment, who were previously scheduled to fill a shift trade assignment, must reschedule the shift trade within fifteen (15) calendar days from their return to full duty and the missed hours must be worked within sixty (60) calendar days of their return to full duty.
- (14) The Union shall indemnify, defend, and hold the City harmless against claims, liability, and suits which may arise as a result of this Section.

ARTICLE 14 – UNIFORMS AND COVERALLS

14.1 UNIFORMS

a. Uniform Allowance

Employees shall receive an allowance of thirty-five dollars (\$35.00) bi-weekly for the purchase of regulation items of uniform that the Fire Department requires to be worn as a condition of employment. There shall be no change in the number, style, and color of uniforms without agreement by the Union.

b. Uniform Replacement

- (1) Reimbursement for the cost of replacing irreparable uniforms damaged in the line of duty, and not due to ordinary wear and tear, shall be made only under the following conditions:
 - (a) Damage must be reported during the same shift to the employee's immediate supervisor who shall; (1) verify that the damage occurred in the line of duty, and (2) make an entry in the station log (written statement for assignments outside Fire Suppression) to that effect. Disputed claims of damaged items not reported on the same shift but reported within seven (7) calendar days of occurrence shall be resolved in accordance with Section 14.1(b)(4).
 - (b) The employee must confirm the damage in writing to their immediate supervisor within seven (7) calendar days from the date of occurrence.
 - (c) The claim for replacement reimbursement must be submitted to the Fire Department for review. The Fire Department shall make a determination as to whether the claim should be approved or disapproved in an expeditious manner.
 - (d) Proof of purchase of the replacement article, which includes the employee's name, date of purchase, item of clothing and price, shall be provided with the reimbursement claim.
- (2) Uniform repair and maintenance shall be the responsibility of the employee.
- (3) Reimbursement for replacement shall be at the discretion of the Fire Chief or designee and shall not be subject to the grievance procedure.
- (4) Disputes shall be resolved by a committee consisting of one representative each from Fire Administration, Labor Relations, and the union.

14.2 COVERALLS FOR EQUIPMENT SERVICING ACTIVITIES

The City shall provide and maintain coveralls for those employees in the Fire Department Unit whose assigned duties include the mechanical servicing and repair of trucks and engines.

ARTICLE 15 – INCENTIVE PAY

15.1 FIRE EDUCATIONAL INCENTIVE PROGRAM

- a. Fire Battalion Chiefs, Fire Captains, Fire Engineers, Fire Investigators I and II, and Firefighters shall receive incentive compensation in addition to the base rate of pay for the following:

Accredited University or College Degree or Certificate

- (1) Fire Science Certificate – 9½ %
 - (2) Bachelor’s Degree – 5%
- b. Employees who do not possess an EMT certificate shall be reduced ten percent (10%) (two steps) in base salary on or after the date the Fire Department implements an EMT Certificate training and license testing procedure. Employees who do not possess an EMT certificate prior to the date of implementation shall be reduced seven and one half percent (7.5%) in base salary.
- c. The Fire Department reserves the right to insure the work force is capable of performing necessary duties associated with the possession of EMT certificates by a sufficient number of employees needed to deliver Emergency Medical services to the public.
- d. Employees eligible for the Fire Science incentive on July 4, 1987, shall continue to be eligible for such incentives.
- e. Senior Fire Prevention Officer, and Fire Prevention Officer I and II shall receive nine and one-half percent (9.5%) incentive compensation in addition to the base rate of pay for possession of a Fire Technology Certificate (FT) from a California Community College/State Board of Fire Services approved Fire Technology program. Such employees shall also receive a two and one half percent (2.5%) incentive compensation for an Associate Degree; a five percent (5%) incentive compensation for possession of a Bachelor’s Degree from an accredited university or college; and a five percent (5%) incentive compensation for an EMT Certificate.
- f. Employees hired on or after the effective date of this Agreement must possess a Fire Technology Certificate from a California Community College/State Board of Fire Services approved Fire Technology program in order to be eligible for the Fire Science certificate (FS) incentive.
- g. Incentives shall additive and shall not be compounded with any other type of pay or incentive.

- h. Employees who earn a Certificate or Degree set forth above shall place their Certificate(s) on file with the Fire Department Administration, who will verify and process for appropriate incentive compensation.
- i. Fire Educational Incentives shall be paid to an employee on a prospective basis within thirty (30) calendar days of submission of eligibility to the Department.
- j. Employees in the Single Role Classifications who have earned one of the following degrees shall receive one of the following educational incentives:

Associate Degree	2.5% above base rate or pay
OR	
Bachelor's Degree	5.0% above base rate of pay

15.2 PARAMEDIC LICENSE PAY AND ADVANCED LIFE SUPPORT (ALS) ASSIGNMENT

The following terms and conditions shall apply to those employees who are eligible to and/or assigned paramedic duties:

- a. Firefighter/paramedics shall be required to possess a Sacramento County EMT-Paramedic License as a condition of continued employment for two (2) years from the date they were appointed to the career Firefighter classification and began probation. Failure to maintain the required Paramedic License during the initial two (2) years of career service shall constitute just cause for disciplinary action, up to and including termination.
- b. EMT-Paramedic License Pay
 - (1) Employees in the Firefighter classification who possess a current, valid California EMT-Paramedic license shall receive an incentive of ten percent (10%) of their base hourly rate of pay.
 - (2) Effective December 2, 2023, employees in the Fire Engineer classification who possess a current, valid California EMT-Paramedic license shall receive an incentive of eight and one-half percent (8.5%) of their base hourly rate of pay.
 - (3) Effective December 2, 2023, employees in the Fire Captain classification who possess a current, valid California EMT-Paramedic license shall receive an incentive of seven and one-half percent (7.5%) of their base hourly rate of pay.
 - (4) The EMT-Paramedic License pay shall be additive and not compounded with any other pay or incentive.

- (5) Each employee receiving such EMT-Paramedic License pay may be assigned to paramedic duties on an ambulance, except that the assignment of an on-duty Fire Captain or Fire Engineer will only be made when there is no available paramedic on duty and the mandatory overtime call-back list has been exhausted.

c. Preceptor Duty Pay (Firefighter)

- (1) The City will assign preceptor duties and responsibilities to Firefighter for the purpose of monitoring paramedic interns completing a paramedic internship and to otherwise evaluate new employees during the “sign-off” period prior to assignment to the medic rotation.
- (2) A qualified Firefighter preceptor shall oversee the medical duties of the paramedic intern for a minimum of four hundred and eighty (480) hours, or until the intern is released from the program. The preceptor may be assigned to precept additional hours when the preceptor demonstrates to Fire Administration that additional hours by the paramedic intern will be necessary so as to complete their paramedic internship. Fire Administration will determine and authorize the additional number of hours the preceptor will be assigned to assist the paramedic intern in their completion of the internship.
- (3) A Firefighter , once assigned to perform preceptor duties and who has performed those duties for ninety-six (96) hours or more, shall not be eligible to volunteer out of the assignment until after completion of precepting the paramedic intern, except in emergency situations and by mutual agreement between the Fire Department and the Firefighter . Firefighter who have performed less than the minimum ninety-six (96) hours may volunteer out of the assignment. if, based on seniority, they are eligible to rotate off the required Medic assignment teams.
- (4) The City retains the right to discontinue the Preceptor Program at any time by providing five (5) days written notice to the Union. A Firefighter who has performed preceptor duties for two (2) consecutive internships, shall not be assigned to precept again without a break of a minimum of six hundred (600) hours.
- (5) Effective March 1, 2008, Firefighter who are assigned to precept an intern and to evaluate new employees during the eight (8) shift “sign-off” period prior to assignment to the medic rotation, shall be paid at the rate of nine and one-half percent (9.5%) for each hour assigned to perform preceptor duties and responsibilities which shall be added to the base rate of pay. Preceptor Duty Pay is additive and is not compounded with any other type of pay or incentive.

- (6) A qualified Firefighter preceptor shall have held, in good standing, a Sacramento County EMT-Paramedic accreditation for no less than three (3) consecutive years, and, shall have served as a paramedic for no less than two (2) years with the Fire Department.
- (7) Qualified employees assigned to precept shall be made from volunteers. Seniority shall be a consideration for preceptor assignments.

d. Preceptor Pay (Sacramento Fire Paramedic)

- (1) The City will assign preceptor duties and responsibilities to employees in the Sacramento Fire Paramedic classification for the purpose of monitoring paramedic interns completing a paramedic internship and to otherwise evaluate new employees during the “sign-off” period prior to assignment to the Sacramento Fire Paramedic rotation.
- (2) A qualified Sacramento Fire Paramedic preceptor shall oversee the medical duties of the paramedic intern for a minimum of four hundred and eighty (480) hours, or until the intern is released from the program. The preceptor may be assigned to precept additional hours when the preceptor demonstrates to Fire Administration that additional hours by the paramedic intern will be necessary so as to complete their paramedic internship. Fire Administration will determine and authorize the additional number of hours the preceptor will be assigned to assist the paramedic intern in their completion of the internship.
- (3) A Sacramento Fire Paramedic, once assigned to perform preceptor duties and who has performed those duties for ninety-six (96) hours or more, shall not be eligible to volunteer out of the assignment until after completion of precepting the paramedic intern, except in emergency situations and by mutual agreement between the Fire Department and the Sacramento Fire Paramedic. Sacramento Fire Paramedics who have performed less than the minimum ninety-six (96) hours may volunteer out of the assignment.
- (4) The City retains the right to discontinue the Preceptor Program at any time by providing five (5) days written notice to the Union. A Sacramento Fire Paramedic who has performed preceptor duties for two (2) consecutive internships, shall not be assigned to precept again without a break of a minimum of six hundred (600) hours.
- (5) Sacramento Fire Paramedics who are assigned to precept an intern and to evaluate new employees during the “sign-off” period prior to assignment to the medic rotation, shall be paid at the rate of nine and one-half percent (9.5%) for each hour assigned to perform preceptor duties and responsibilities which shall be added to the base hourly rate of pay. Preceptor Duty Pay is additive and is not compounded with any other type of pay or incentive.

- (6) A qualified Sacramento Fire Paramedic preceptor shall have completed probation and hold, in good standing, an EMT-Paramedic accreditation for no less than three (3) consecutive years, and, shall have served as a paramedic for no less than two (2) years with a qualifying agency. The Assistant Chief of EMS will determine eligibility to serve as a Preceptor based on previous work experience.
- (7) Qualified employees assigned to precept shall be made from volunteers. Seniority shall be a consideration for preceptor assignments.

15.3 CONTINUING EDUCATION AND LICENSE FEES

- a. The City will make available continuing education (CE) requirements for the EMT, EMT-Paramedic, and Single Role classifications' license while the employee is on duty, and to the extent practicable give notice of the training classes prior to the scheduling of vacations. If an employee fails to attend such CE training, the employee shall be responsible for obtaining the requisite CEs at their own expense and on their own time.
- b. On duty Advanced Cardiovascular Life Support (ACLS) or equivalent training and Pediatric Advanced Life Support (PALS) or equivalent training will be provided to employees whose licenses require it. The City will provide a schedule of upcoming courses at least two (2) months in advance. If an employee fails to attend these courses, or if the employee cancels within forty-eight (48) hours of their scheduled training, the employee shall be responsible for obtaining these requisite CEs at their own expense and on their own time.
- c. The City shall reimburse employees upon proof of payment for EMT-Paramedic License and Accreditation fees:
 - (1) EMT-Paramedic License State fee: \$250.00 every other year.
 - (2) EMT County fee: Sacramento County EMS (SCEMS) \$50.28 application fee and State of California recertification fee \$37.00.
- d. This Section does not apply to Fire Prevention Officer I/II or Senior Fire Prevention Officer.

15.4 HAZARDOUS MATERIALS (HAZMAT) INCENTIVE

- a. The Policies for Hazardous Materials Response Team, dated July 14, 1997, shall be effective immediately.
- b. Employees in the rank of Fire Captain and below who are California State-certified hazardous materials specialists and regularly assigned to a HAZMAT company shall

receive an assignment pay of five percent (5%) of their base rate of pay. This assignment pay shall include the certificate pay in subsection (d) below.

- c. Employees in the rank of Fire Captain and below who are California State-certified hazardous materials specialists and who work at a HAZMAT company on a temporary, intermittent, call-back, shift trade or detailed basis shall receive an assignment pay of five percent (5%) of their base rate of pay for all hours actually worked on the HAZMAT company. This assignment pay shall include the certificate pay in subsection (d) below.
- d. In addition to those regularly assigned in subsection (b) above, up to a maximum of sixty (60) employees, on a ratio of 1 Fire Captain, 1 Fire Engineer and 2 Firefighters, who are California State-certified hazardous materials specialists, shall receive a certificate pay of two and one-half percent (2.5%) of their base rate of pay.
- e. Employees in the rank of Fire Captain and below who are ineligible to receive an incentive pursuant to subsections (b), (c), or (d), above, who possess a California state Hazardous Materials Specialist Certificate, and are placed by management on a call for service that requires that certification shall receive five percent (5%) of their base rate of pay for the duration of that call.
- f. Employees in the rank of Fire Battalion Chief who possess a California state Hazardous Materials Incident Commander Certificate shall receive an incentive of one and seventy-five one-hundredths percent (1.75%) of their base rate of pay.
- g. These incentives shall be additive and not compounded with any other pay or incentive.
- h. The Fire Department will continue to provide one HAZMAT training course each year, as practicable. The Department will send as many employees as feasible, consistent with the budget, and will maintain a goal of twenty (20) employees per class. Seniority shall be a primary consideration for enrollment and may only be passed over for cause.

15.5 ADMINISTRATIVE ASSIGNMENT PAY

When Fire Administration assigns a suppression employee to an administrative assignment for a period of more than thirty (30) working days, the employee shall receive nine and one-half percent (9.5%) in addition to their base hourly rate of pay. This shall not be applicable to employees on modified or light duty or employees being accommodated from their regular suppression assignment.

15.6 RESCUE INCENTIVE

- a. Employees who are regularly assigned to a Department designated Rescue company and who are qualified as defined below to perform Rescue Operations shall receive an assignment pay of five percent (5%) which shall be added to the base rate of pay.
- b. This incentive shall be additive and not compounded.
- c. Employees qualified as defined in subsection 15.6 (e), below, and assigned to a Department designated Rescue company on a temporary basis shall receive the incentive compensation for all hours worked at the Rescue company.
- d. Up to fifty (50) employees who are qualified to perform Rescue Operations as defined in subsection 15.6 (e), below, but are not regularly assigned to a Rescue company shall receive a certification pay of two and one-half percent (2.5%) which shall be added to the base rate of pay. The ratio of these employees shall be fifty percent (50%) Firefighters, twenty-five percent (25%) Fire Engineers and twenty-five percent (25%) Fire Captains.
- e. To be considered qualified to receive the Rescue incentive, an employee must have obtained, and maintain, the following California State certificates:

- (1) Rescue Systems (RS) I and II
- (2) Trench Rescue Technician Certificate
- (3) Confined Space Rescue Operations Certificate
- (4) Swift Water Rescue Technician Certificate
- (5) Low Angle Rescue Operations Certificate

However, an employee remains eligible for the Rescue Incentive if one or more of the five certifications required above are met by the following substitutions:

- (1) Structural Collapse Specialist I and Structural Collapse Specialist II certifications may be substituted for the RS I, II, and III certifications, as long as the employee has a valid Rope Rescue Awareness and Operations Certificate.
- (2) Confined Space Rescue Technician Certificate may be substituted for the Confined Space Rescue Operations Certificate.
- (3) River and Flood Rescue Certificate may be substituted for Swift Water Rescue Technician Certificate.

(4) Rope Rescue Awareness and Operations Certificate may be substituted for Low Angle Rescue Operations Certificate.

(5) Effective January 1, 2026, Rope Rescue Technician and Structural Collapse Specialist II or Rescue Systems III will be additional required courses.

- f. Only those employees who hold active certificates will be assigned to a Rescue company. The Fire Department shall maintain a “detail pool” of qualified employees eligible for assignment to a Rescue company who have presented a copy of their required certificates to Fire Department administration.
- g. Employees who promote or transfer out of a Rescue company shall no longer be eligible to receive the Rescue assignment pay, except as provided in subsection 15.6(d), above.
- h. Employees who no longer possess all of the required certifications identified in subsection 15.6 (e), above, shall not be eligible to receive the Rescue assignment or certification pay and shall be reassigned.
- i. To be eligible for future assignment at a Rescue company upon promotion or transfer, an employee must possess all of the required certifications identified in subsection 15.6 (e), above, to be eligible. Seniority shall be a primary consideration and an employee may only be passed over for cause.
- j. Employees who do not obtain and maintain each of the certifications listed in subsection 15.6 (e), above, by December 31, 2025, shall no longer be eligible to receive rescue incentive pay or be assigned to a Rescue company and, if necessary, shall be reassigned.

15.7 FIRE BOAT OPERATOR HAZARD PAY

- a. Qualified employees as mentioned above are those employees who have obtained:
 - (1) California Boating and Waterways “Safe Boater Card” and either a Swiftwater Rescue I and II OR River & Flood Rescue Technician OR Water Rescue Technician.
 - (2) Swiftwater Boat Operator OR River & Flood Boat Operator Technician OR Boat Operator Technician.
- b. Consistent with the provisions in Article 21.1 (Requests For Transfer) employees assigned to a designated Fire Boat Company, shall receive additional compensation of two and one-half percent (2.5%) of the employee’s base rate of pay.
- c. Employees assigned to a Fire Boat Rescue Company have additional duties and implement health and safety procedures unique to the assignment which include,

but are not limited to, water rescue, island rescue, boat patrol, and marine fire suppression.

- d. Fire Boat Operator Hazard Pay shall be additive and not compounded with any other type of pay or incentive.
- e. Employees who promote or transfer out of a Fire Boat Company shall no longer be eligible to receive the Fire Boat Operator Hazard pay.
- f. Employees who do not possess an active Boat Operator certificate and either a Swift Water Technician I certificate or a River and Flood Rescue Technician certificate shall not be eligible to be assigned to a Fire Boat Company and are ineligible to receive the Fire Boat Operator Hazard Pay. Employees whose certifications expire while assigned to a Fire Boat Company shall be reassigned.
- g. Fire Boat Company vacancies shall be filled by eligible employees using seniority as a primary consideration. Eligible employees may only be passed over for cause.

15.8 MEDICAL QUALITY ASSURANCE TRAINING PAY

- a. Employees in the classifications of Firefighter, Sacramento Fire EMT, and Sacramento Fire Paramedic assigned by the Department to support the Emergency Medical Service (EMS) program as a Medical Quality Assurance Officer shall be paid Medical Quality Assurance Pay for all hours worked as a Medical Quality Assurance Officer. The incentive shall be at the rate of nine and one-half percent (9.5%) of base hourly rate of pay. This incentive is additive and will not be compounded with any other incentive.
- b. Employees assigned to Medical Quality Assurance Training shall be responsible for providing guidance, instruction, training, remediation and evaluation of Department EMT and Paramedic personnel as directed by the Department.

15.9 BILINGUAL PAY

- a. The City may authorize bilingual pay when it is determined to be necessary for the operation. The City shall determine what languages are appropriate for such pay and the number of employees to be certified. To be eligible for bilingual pay the employee must be determined to be verbally proficient, and if necessary for the assignment, proficient in the written language. The City will arrange the certification and testing process and authorize the bilingual pay.
- b. Bilingual pay shall be paid at two percent (2%) of the employee's base rate of pay for any pay period in which the employee is certified. An employee who is receiving bilingual pay may be required to provide assistance to any City operation. Bilingual pay shall be additive and shall not be compounded with any other type of pay or incentive.

15.10 LONGEVITY PAY (CONTRACT)

Employees who have completed seventeen (17) years of City Service Seniority shall receive longevity pay in the amount of three percent (3%) of their base rate of pay. Longevity pay shall be additive and shall not be compounded with any other type of pay or incentive.

b. Effective October 3, 2026, the section above, shall be replaced with the following:

- (1) Employees who have completed ten (10) years of City service shall receive longevity pay in the amount of one and one-half percent (1.5%) of their base rate of pay.
- (2) Employees who have completed seventeen (17) years of City service shall receive additional longevity pay of three percent (3.0%) of their base rate of pay for a total of four and one-half percent (4.5%) of their base rate of pay.
- (3) Longevity pay shall be additive and shall not compound with any other type of pay or incentive.

ARTICLE 16 – WORKING CONDITIONS FOR SINGLE ROLE

16.1 SINGLE ROLE STAFFING

Ambulances designated as Single Role shall not be staffed by Dual Role Firefighters, Engineers, or Captains except outlined in this Article.

16.2 FLEXIBLE STAFFING

Sacramento Fire EMT may flex to a Sacramento Fire Paramedic if the following conditions are met:

- a. There is a vacant budgeted Sacramento Fire Paramedic position.
 - (1) Sacramento Fire EMT's who meet the qualifications to flex to Sacramento Fire Paramedic, shall be placed on an eligibility list based on the date they received all required paramedic licenses. When a vacancy comes open, the first EMT on the eligible list may move to the vacant paramedic position.
 - (2) When two (2) or more employees receive their paramedic license on the same date, the preference will be given to the employee with the earliest City seniority date.
 - (3) If two (2) or more employees receive their paramedic license on the same date and have the same City seniority date, the tie breaker to determine the order of the employee's placement on the eligibility list shall be determined on the basis

of drawing lots using the lowest random number to determine the order of placement.

- b. Employee meets all requirements of the Sacramento Fire Paramedic classification.
- c. Employee must be in good standing and not pending termination for cause.

16.3 WORKWEEK

- a. Employees in the Single Role classification shall have a 7-day FLSA workweek that begins at 12:01 a.m., Saturday and ends at 12:00 Midnight the following Friday.
- b. Employees will work a rotating schedule of three (3) consecutive days on-duty, followed by three (3) consecutive days off-duty. Each shift shall consist of twelve (12) consecutive hours.

16.4 SHIFT DIFFERENTIAL

- a. Employees covered by this Article who work two-thirds (2/3) or more of their regular shift in the period extending from 6:00 p.m. to 6:00 a.m., shall receive an incentive of five percent (5%) of their base rate of pay for the entire shift.
- b. Employees who work less than two-thirds (2/3) of their regular shift in the period extending from 6:00 p.m. to 6:00 a.m., shall receive an incentive of five percent (5%) of their base rate of pay from those hours worked (to the nearest one-half hour) within that period.
- c. An employee shall not receive the incentive pay described in this section when on vacation or other authorized leave of absence pay.
- d. The incentive pay described in this section shall apply only to employees who are in Single Role classifications.

16.5 DAILY HOUR VALUE

The hour value of a leave day for vacation, sick leave, or other leave shall be determined by dividing the average number of regularly-scheduled weekly hours by five (5), which result provides the ratio of hours of all weekly hour schedules to the 5 day-40 hour per week employee. The value of an hour for the 5 day-40 hour schedule shall be 1.05 and a day shall be 8.4 hours.

16.6 HOLIDAYS

Single Role Employees shall be credited with holiday accrual at the rate of five point two-five (5.25) hours on the first two paychecks of each month. Employees may accumulate twenty-four (24) hours of holiday leave, after which all remaining accruals shall be paid to

the employee at the employee's base rate of pay plus applicable incentives as set forth in Article 15 (Incentive Pay).

16.7 MAXIMUM WORK PERIOD, OVERTIME, AND CALL-BACK PAY

a. Roll Call Preamble

Roll Call is designed to facilitate staffing for Single Role. To that end, the process requires early assignment to vacancies and limits changes once assignments are made. Vacancies will be filled as early as possible to avoid hold-overs and unnecessary moves.

b. Projected Day Vacancies

- (1) All projected full and partial shift vacancies created by absences of employees that have been scheduled in advance shall be filled in advance of the shift on which the absence is to occur.
- (2) Projected and unprojected vacancies will be filled consistent with the roll call manual.
- (3) All unfilled projected and day-of vacancies will be filled from the Mandatory List prior to the on-duty callback shift being relieved.

c. Maximum Work Period

Employees assigned to Single Role work a 12-hour shift. Employees, including those on mandatory callback, may be required to work up to a maximum of thirty-six (36) consecutive hours without a break in service. Upon reaching thirty-six (36) consecutive hours, Single Role Employees must remain off-duty for a minimum of twelve (12) consecutive hours before being assigned to duty.

d. Overtime and Call-Back Pay

- (1) Employees in the Single Role classifications will receive overtime at a rate of one and one-half (1.5) times their regular rate of pay when they are required to work in excess of a regularly scheduled work shift. All paid time shall count as time worked for purposes of calculating overtime with the exception of sick leave.
- (2) Management has the exclusive right to determine when to fill a Single Role vacancy.
- (3) Day of call-back staffing will begin at 6:00 a.m. If Fire Administration is unsuccessful in the first attempt to contact an off-duty employee by computerized tracking telephone for call-back purposes, Fire Administration

shall proceed to the next name on the call-back list. Such employee shall be charged for the overtime work as a refusal.

- (4) When employees are called out of their homes at times they are not regularly scheduled to report to duty, they shall be paid at their straight time base rate of pay or time and one-half, consistent with (1), above, from the time they report to duty at the location they were ordered to report to until relieved at that location from such unscheduled assignment, plus travel time enroute from their home to such location up to a maximum of sixty (60) minutes, except that in no event shall they be compensated for less than three (3) hours for such call-out from their homes.
- (5) When it becomes necessary to call employees in to replace employees in non-emergency situations, employees of equal rank to the position which caused the recall shall be called for replacement. This shall occur only after existing eligible register on that shift has been exhausted. In no event shall employees be compensated for less than three (3) hours for each such call-out from their homes.

e. Overtime and Call-Back Pay for Dual Role Filling a Single Role Vacancy

- (1) The City may utilize a Dual Role Firefighter, Engineer, or Captain to fill Single Role vacancies on a voluntary basis.
- (2) Dual Role Firefighters who volunteer to fill a Single Role vacancy shall receive overtime compensation, as applicable and consistent with the employee's regular rate of pay. Dual Role Firefighters shall receive overtime compensation in a manner consistent with the overtime provision(s) covering their classification contained within this MOU.
- (3) Dual Role Engineers or Captains who volunteer to fill a Single Role vacancy shall receive compensation equal to top step Firefighter plus the employee's applicable incentives as set forth in Article 15 (Incentives). Dual Role Engineers and Captains shall receive overtime compensation in a manner consistent with the overtime provision(s) covering their classification(s) contained within this MOU.
- (4) Dual Role Firefighters, Engineers, or Captains may volunteer to fill a Single Role vacancy. A Single Role Vacancy shall be considered a partial vacancy. A partial vacancy shall be staffed according to the established rules of the Roll Call Manual.

16.8 NOTIFICATION OF ROLL CALL CHANGES

The City reserves the right to make roll call and callback changes with notification to the Union prior to the change.

16.9 SHIFT TRADING

- a. Consistent with the operational requirements of the Fire Department to maintain public health and safety, Single Role Employees may trade twelve (12) hour shifts or incremental portions of four (4) hours in a manner consistent with the Fair Labor Standards Act. The Department reserves the right to deny shift trades for operational or public health and safety reasons.
- b. Unless approved by the Fire Chief or designee, trades shall only be permitted between career employees with at least six (6) months of classification service with the Sacramento Fire Department and of the same rank.
- c. All shift trades shall be entered in Telestaff at least twenty-four (24) hours prior to the trade and reviewed by the employee's immediate supervisor.
- d. The EMT or Paramedic supervisor shall be responsible to approve and supervise shift trades for Single Role Employees.
- e. The employee replacing the assigned employee shall be responsible for shift coverage.
- f. In the event the replacement employee fails to complete the shift trade due to an approved use of sick leave, the replacement employee will have their sick leave balance reduced by the number of hours equal to the hours scheduled to work in the trade.
- g. In the event the replacement employee does not have sufficient sick leave hours to cover a missed shift trade due to an employee's approved use of sick leave, the employee will be required to reschedule themselves for the missed hours. Rescheduling must be completed within fifteen (15) calendar days from the missed trade and the missed hours must be worked within sixty (60) calendar days.
- h. Consistent with 29 USC 207, as amended, the hours "traded" shall not be considered hours worked for pay purposes and shall not be recorded on the timecard or be used to calculate any employee's eligibility for overtime compensation pursuant to this MOU or the FLSA.
- i. Canceling a shift trade(s) is prohibited with less than twenty-four (24) hours' notice unless the employee's immediate supervisor approves, and Roll Call has been notified.

- j. If the Department transfers an employee to another shift, to special duty, or if the employee is promoted, and as a result of such transfer, special duty, or promotion, a conflict arises relative to the application of this Article, the employee will be required to effect completion, correction, or cancellation if the trade is in excess of thirty (30) calendar days from date of notice of transfer, special duty, or promotion. Thirty (30) calendar days or less from date of notice of transfer, special duty, or promotion will be the responsibility of the City.
- k. If an employee is to be off work due to a duty injury, they will assume the responsibility for completion, corrections, or cancellation of shift trades that are scheduled beyond the fifteenth (15th) calendar day from the date of duty status change.
- l. A leave of absence authorized to an employee automatically defers all shift trade activity for the employee who is on an authorized leave of absence for the duration of their leave. Rescheduling must be completed within fifteen (15) calendar days from the date the employee returns from their authorized leave of absence and the missed hours must be worked within sixty (60) calendar days from their return from the authorized leave.
- m. An employee is not eligible to work a shift trade while on light duty or limited duty assignment. Employees returning to full duty from a light duty or limited duty assignment, who were previously scheduled to fill a shift trade assignment, must reschedule the shift trade within fifteen (15) calendar days from their return to full duty and the missed hours must be worked within sixty (60) calendar days of their return to full duty.
- n. The Union shall indemnify, defend, and hold the City harmless against claims, liability, and suits which may arise as a result of this Section.

ARTICLE 17 – LEAVE BENEFITS

17.1 SICK LEAVE

- a. Accrual and Usage
 - (1) A full-time employee shall accrue sick leave at the rate of one day per month (5 hours, 36 minutes for fire suppression personnel and 4 hours for all other employees on each of the first two paychecks each month) of employment which may be used at the discretion of the employee in the event of illness or injury which is not job-related. In accordance with the Rules and Regulations of the Civil Service Board, one-third (1/3) of accrued sick leave may be used after exhaustion of injury-on-duty time; however, the

combination of temporary disability payments and sick leave shall not exceed one hundred percent (100%) of the employee's regular rate of pay.

- (2) Employees who have at least four hundred and eighty (480) hours of sick leave on the last day of the pay period ending on or before November 1 in any calendar year, may make an irrevocable election to forego the accrual of not more than twenty-four (24) hours of sick leave during the following calendar year and receive instead a cash payment for the number of sick leave hours designated in the election.
 - (a) Notification of the irrevocable election must be made in writing to the Payroll Division, Department of Finance, between November 1 and November 30 for the following calendar year. The payment will be made on the last paycheck in May of the calendar year following the irrevocable election. Payment shall be made at the hourly rate of pay the employee is receiving at the time the payment is made.
 - (b) If the employee electing the payment separates from City employment before receiving the payment the employee forfeits any right to the payment but will instead have their sick leave balances credited with the sick leave hours the employee would have accrued from January 1 following the date of election to the last day of employment.

b. Sick Leave Cash-Out/Conversion to PERS

- (1) PERS
 - (a) PERS members hired prior to January 14, 2015, with more than twenty (20) years of City service, shall be eligible to cash out sick leave and/or convert sick leave to PERS service credit as follows:
 - (i) Eligible employees may elect to receive a cash payment for thirty-three and one-third percent (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of retirement, resignation, or layoff.
 - (ii) Eligible employees with an effective retirement date from PERS within one hundred and twenty (120) calendar days of their separation from City service may also convert any or all of their total sick leave credits accrued, less any payment received pursuant to sub-paragraph (i), above, to PERS service credit as of the date of their retirement consistent with law and pursuant to the PERS contract with the City as amended. If the employee converts less than the full balance of sick

leave to service credit, the employee may receive payment for thirty-three and one-third percent (33-1/3%) of the remaining sick leave credits after conversion to PERS.

- (iii) Individual(s) identified pursuant to California Government Code Section 53245 as being the person designated on the employee's "Designation of Person Authorized to Receive Warrants," or in the absence of an identified person pursuant to California Government Code Section 53245, persons entitled by law to the possession of the estate of a deceased employee who was eligible to cash out sick leave credits pursuant to sub-paragraph (i) above may receive payment for thirty-three and one-third percent (33 1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of the employee's death.
- (b) PERS members hired on or after January 14, 2015, shall not be eligible for payment of any portion of accumulated sick leave credits, although these employees may upon retirement, convert their sick leave balance to service credit consistent with law and pursuant to the PERS contract with the City upon separation of employment for retirement.
- (c) No employee whose services are terminated by reason of discharge for cause shall be eligible for payment of any portion of accumulated sick leave credits.

(2) SCERS

Upon termination of any employee eligible to accumulate sick leave credits for reasons of retirement, resignation, or layoff after service for a period of not less than two (2) years, or death, such employee (or those entitled by law to the possession of the estate of a deceased employee) shall receive payment for thirty-three and one-third percent (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of such retirement, resignation, layoff, or death. No employee whose services are terminated by reason of discharge for cause, or by reason of resignation or layoff prior to the completion of two (2) years of service, shall be eligible for payment of any portion of accumulated sick leave credits.

c. Reinstatement of Sick Leave After Return From Layoff

An employee who is laid off and receives payment for thirty-three and one-third percent (33-1/3%) of their total accumulated sick leave credits shall be credited with the remaining sixty-six and two-thirds percent (66-2/3%) of their accumulated sick

leave credits if and when said employee is recalled. If said employee thereafter leaves City service after being recalled and is entitled to payment of their accumulated sick leave credits under this Section, said employee shall only receive payment for thirty-three and one-third percent (33-1/3%) of those sick leave credits which accrued after the date of recall.

- d. Except as provided herein, no payments made or sick leave credits accumulated shall be construed or deemed to constitute retirement benefits payable to employees of the City.
- e. The Rules and Regulations of the Civil Service Board relating to the administration of sick leave privileges and benefits shall apply to all eligible employees.

17.2 VACATION ADMINISTRATION

An employee's vacation allowance and approval shall be provided and administered pursuant to Section 107 of the Sacramento City Charter. Additionally, the following shall apply:

- a. Vacation scheduling shall operate on straight seniority (when the employee entered the Fire Department Unit).
- b. Eligible employees shall be entitled to bid for as many hours of vacation as they will accrue in the year for which the bid takes place.
- c. The order of vacation bidding will be determined based upon seniority within each complete platoon.
- d. Number of Suppression Employees on Vacation at One Time

The maximum number of fire suppression employees scheduled to be on vacation each shift shall be fifteen (15). Each November 1, the maximum number of suppression employees that may be scheduled to be on vacation shall be adjusted up or down by one employee whenever the number of budgeted suppression employees has increased or decreased, respectively, by twenty-five (25) from the previous November 1. The base number of suppression employees that supports the fifteen employee maximum shall be four hundred eighty-nine (489).

- e. For the holidays identified below, the maximum number of suppression employees allowed to be on vacation each shift shall be half of the number calculated pursuant to Section 17.2(c)(1), rounded up to the nearest whole number.

(1) Fourth of July (July 4)

(2) Thanksgiving Day (Fourth Thursday of November)

- (3) Christmas Eve Day (December 24)
 - (4) Christmas Day (December 25)
 - (5) New Year's Eve Day (December 31)
 - (6) New Year's Day (January 1)
- f. Suppression employees electing to participate in the annual vacation bid shall select vacation in forty-eight (48) hour increments. After all employees have made their first vacation bid, each employee's second and third choices will be made using the same procedures. Eligible employees may sign up to use their prior year's carry-over vacation after all current year vacation bids have been completed.
- g. Vacation Allowances

Consistent with the Sacramento City Charter, as amended, all eligible employees will accrue vacation at the following rates:

 - (1) During the first calendar year of employment, and after the completion of at least six (6) months of service, employees shall be entitled to a vacation allowance on a pro rata basis of ten (10) days (112 hours for suppression) per year for the number of months worked prior to the beginning of the first calendar year.
 - (2) Upon the completion of one calendar year and continuing thereafter through the fifth calendar year of employment, all employees shall be entitled to a vacation allowance of ten (10) days (112 hours for suppression) per year.
 - (3) Upon the completion of five (5) calendar years and continuing thereafter through the fifteenth calendar year of employment, all employees shall be entitled to a vacation allowance of fifteen (15) days (168 hours for suppression) per year.
 - (4) Upon the completion of fifteen (15) calendar years of employment and continuing thereafter, all employees shall be entitled to a vacation allowance of twenty (20) days (224 hours for suppression) per year; provided, further that such employees so qualified to receive twenty (20) days (224 hours for suppression) of yearly vacation shall have the option to be exercised not later than the first day of December each year, to receive pro rata payment for five (5) days (56 hours for suppression) of such vacation in lieu of using such five (5) days (56 hours for suppression) for vacation purposes.
- h. The value of a vacation day is set forth in Section 9.1 of this Agreement.
- i. Trading vacation periods is not permitted.

- j. An employee who is on leave as a result of an industrial injury during their scheduled vacation period shall have the right to select a new vacation period upon return to work as determined by the employee's seniority rights during the past annual vacation sign-up. If a mutual agreement cannot be reached, the employee shall be allowed to reschedule said vacation during a time in the remainder of the year, of which said employee would have available by seniority, during the normal course of vacation scheduling or said employee shall be allowed to reschedule their vacation during the course of the following year after all normal vacations have been scheduled. Said employee's choice of rescheduled vacation time shall be that of which their seniority would have provided during the previous year. The intent of this provision is to give the affected employee another opportunity to select a new vacation period without placing that employee at a seniority advantage or disadvantage.

- k. Where a career employee sustains an injury covered by workers' compensation and has utilized all of the statutory one (1) year "Section 4850 time," and consequently is receiving straight workers' compensation temporary disability payments, the employee will be allowed to utilize (while off work) accrued vacation time in partial day increments in addition to receiving workers' compensation temporary disability payments with the total aggregate payment of temporary disability and vacation pay not to exceed one hundred percent (100%) of the employee's regular rate of pay. As a condition of using such accrued vacation, however, the employee is required to continuously utilize accrued vacation until accrued vacation is exhausted or they return to work. This provision also applies to any accrued leave with the exception as noted in Section 17.1, Sick Leave.

- l. Employees who are eligible to receive a cash payment in-lieu of vacation leave, as provided in Section 107 (d) of the Sacramento City Charter, may make an irrevocable election to receive such payment by foregoing the same number of vacation hours in the calendar year following the election. Notification of the election must be made to the Payroll Division, Department of Finance, in writing by November 30 of each calendar year. The in-lieu payment will be made to the employee on the last paycheck in March of the calendar year following the election. The number of hours used to determine the amount of the in-lieu payment will be based upon the employee's assignment (40 hours for admin and 56 hours for suppression) at the time the payment is made. The in-lieu payment will be made at the straight time hourly rate of pay plus applicable incentives the employee is receiving at the time payment is made. If the employee electing the in-lieu payment separates from City employment for any purpose before receiving the in-lieu payment, the employee forfeits any right to receive the payment, but will instead have their vacation leave balances credited with the amount of hours that would have accrued from January 1 to the last day of employment.

17.3 COURT LEAVE

a. General

- (1) When an employee is absent from work to serve on a jury or to report for jury duty examination, the employee shall be granted pay for those hours which the employee is absent for such reason. The City may require the employee to elect to be on telephone alert and remain on the job until such time as called to serve jury duty. Fire suppression personnel who are required to be on telephone alert and who are directed to report to work at a fire station shall not be required to respond to calls between the hours of 8:00 a.m. and 3:30 p.m. An extra fire suppression employee shall be added to the fire station during the period when an employee is on telephone alert and is not required to respond to calls or when called to jury duty. Pay for such work time lost shall be computed at the employee's regular rate of pay at the time of such absence. The employee shall return all jury remuneration received, less transportation allowance, to the City.
- (2) To receive pay for work time lost, an employee must provide the City with a statement signed by an official of the court certifying the employee's service as a juror or appearance in court for that purpose, the date or dates of attendance, and the time released from attendance.

b. 40-Hour Week Personnel

If a swing shift or graveyard shift employee has served in excess of four (4) hours on jury duty, they will notify their supervisor in advance of their start time so they can be excused from his/her shift. If the employee is on jury duty less than four (4) hours, they will be required to work.

c. 24-Hour Shift Personnel

- (1) If the jury duty occurs on the same day as the employee's scheduled duty assignment for the Fire Department, the employee will report same to their immediate superior and report directly to the assigned jury duty location. Upon release from jury duty for the day, the employee will report to their assigned duty station for the remainder of the shift.
- (2) If the employee is required to report for jury duty on the day following their assigned Fire Department duty shift, they shall be released from duty ten (10) hours prior to the end of their assigned duty shift for the purpose of assuring rest and alertness in the performance of jury duty.
- (3) When an employee is on jury duty for the entire day, is released from jury duty by the court after 4:30 p.m. and is scheduled to return to jury duty the

following day, the employee shall not be required to report to their assigned duty station for the remainder of the shift. If, however, the employee is released by the court prior to 4:30 p.m. the employee shall report to their assigned duty station and shall thereafter be released from duty ten (10) hours prior to the end of their assigned duty shift for the purpose of assuring rest and alertness in the performance of jury duty on the following day.

17.4 COURT LEAVE - NON-DUTY RELATED

- a. When an employee is absent from work to respond to a subpoena from a court of competent jurisdiction to serve as a witness in a matter in which the employee is not a party, the following release provisions shall apply.
- b. The employee is to notify their supervisor of the subpoena on the next regularly scheduled shift after receipt of the subpoena and to contact the subpoenaing party to determine the date and time it is necessary to be present in court to testify. The employee will notify the supervisor of the time scheduled to testify and will be released as follows.
- c. The employee shall return all witness fees and remuneration received, less transportation allowance, to the City.
- d. Non-twenty-four (24) hour shift personnel will be released from duty at the time they are scheduled to appear to testify. If the employee is assigned to a swing or grave shift, release time shall be considered on a case-by-case basis. It is the intent of this Section to ensure the employee receives sufficient time to be properly rested in order to appear in court.
- e. Twenty-Four (24) Hour Shift Personnel
 - (1) Twenty-four (24) hour shift personnel shall report to their assigned duty station at the beginning of the shift unless the subpoena requires the employee's attendance in court at a time near the beginning of the shift. In such cases, the employee may be excused from reporting to their assigned duty station by the Department on a case-by-case basis.
 - (2) Twenty-four (24) hour shift personnel shall be released from responding to calls and provided reasonable travel time in order to arrive at the court at the specified time. An extra fire suppression employee shall only be added to the fire station if the employee is expected to be absent for more than four (4) hours.
 - (3) If the employee is required to appear to testify on the day following a duty shift, the employee will be released from duty at 8:00 p.m. the night before they are scheduled to appear.

17.5 PREGNANCY DISABILITY LEAVE

The pregnancy disability benefit shall be applicable to employees who are pregnant as follows:

- a. Full-time career non-suppression employees who are pregnant shall be eligible for a maximum City-paid pregnancy disability leave of four (4) weeks consisting of up to one hundred-sixty (160) hours of continuous paid time off. Full-time career suppression employees who are pregnant shall be eligible for up to two hundred twenty-four (224) hours of continuous City-paid time off during the four (4) week pregnancy disability leave. Part-time career employees who are pregnant shall be eligible for up to eighty (80) hours of continuous City-paid time off. Part-time career suppression employees who are pregnant shall be eligible for up to one hundred twelve (112) hours of continuous City-paid time off during the four (4) week pregnancy disability leave. Unused pregnancy disability leave shall have no cash value and shall be forfeited following the end of the disability period. Non-career employees are not eligible for the four (4) weeks of City-paid pregnancy disability leave.
- b. To be eligible for the paid leave the employee must have completed at least one (1) year of City service from the most recent date of hire preceding the request for pregnancy disability leave.
- c. To obtain pregnancy disability leave, the employee shall submit a request for time off and verification of medical disability for the duration of such leave.
- d. Upon return from pregnancy disability leave on the date previously authorized, employees shall be reinstated in the former department and in the classification last held.
- e. In addition to pregnancy disability leave, an eligible employee may request parental leave for a maximum four (4) months by utilizing their accrued and available hours of paid leave and/or unpaid leave.

17.6 CATASTROPHIC LEAVE PLAN

- a. A benefit-qualified employee may donate to or receive from an unrepresented employee, or a represented employee whose bargaining agreement provides for such donation or receipt, usable vacation, floating holiday, management leave, or CTO hours. Participation in this plan shall be voluntary. Sick leave may not be donated under this plan.
- b. All donations shall be made and accepted in writing using City-provided forms.
- c. The donation in any category must be a minimum of eight (8) hours of usable time.

- d. Donations shall be on an hour-for-hour basis, regardless of the pay rates of the donor and recipient, except hours transferred between employees on the Fire Suppression (56 hours) schedule and the non-Fire Suppression (40 hours) schedule shall be adjusted by a factor of 1.4 to 1.
- e. Hours to be donated shall be kept in a pledge status until used. As needed, pledged hours shall be debited from the donor's leave balance and credited to the recipient's usable vacation accrual balance. Once credited, the donation becomes irrevocable. A donor terminating for any reason shall be paid for pledged but unused leave time.
- f. Management employees may only receive donations from management employees. A non-management employee may not receive donations from a subordinate employee where a direct supervisor/subordinate relationship exists. Any exception to this paragraph must be approved by the City Manager or designee.
- g. To be eligible to use donations, an employee must:
 - (1) be incapacitated and unable to work due to a prolonged catastrophic non-industrial illness or injury which is estimated to last for at least thirty (30) calendar days;
 - (2) have exhausted all usable balances, including sick leave;
 - (3) be on an approved leave of absence.
- h. All donated hours must be used on a continuous and uninterrupted basis and will be paid at the rate of pay and normal work schedule of the recipient, along with all usable hours accrued, until the earliest of the following events occurs:
 - (1) All leave balances, including both donated and accrued leave, are exhausted;
or
 - (2) The employee returns to work at their normal work schedule; or
 - (3) The employee's employment terminates.
- i. Donations received while a recipient is still utilizing previously donated and related accrued leave time may be used immediately thereafter. Hours donated subsequent to exhausting all donated hours shall be accumulated and utilized along with related accrued leave hours in amounts equal to the recipient's normal bi-weekly work hours.
- j. Used donated leave time shall count toward the application of City service and benefits in the same manner as when the employee is on paid vacation leave.

- k. Used donated leave time shall be subject to the recipient's normal payroll deductions.

17.7 PERSONAL TIME OFF

- a. Full-time career employees who have completed ten (10) full years of City service and who are not assigned to suppression shall be credited with twenty-four (24) hours of personal time off (PTO). Eligible employees who are assigned to suppression shall be credited with forty-eight (48) hours of PTO. Part-time career employees shall be credited with a prorated amount of time based on their regular schedule. Eligible employees will receive this PTO each year on the paycheck representing the first full pay period that includes January 1.
- b. Beginning the paycheck representing the first full pay period that includes January 1, 2027, a full-time career employee who has completed ten (10) full years of City service, whose regular assignment is suppression, and who is filling an administrative assignment pursuant to Section 10.4 at the time PTO is credited shall be credited with thirty-four and twenty-nine hundredths (34.29) hours of PTO annually while serving in the administrative assignment. Eligible employees will receive this PTO each year on the paycheck representing the first full pay period that includes January 1.
- c. If an employee's assignment changes between a suppression schedule and an administrative assignment after the annual PTO credit is applied, as in subparagraphs a and b, any unused PTO balance shall be converted in accordance with Section 10.4.
- d. Employees who separate service and who are subsequently reemployed into a classification covered by this Agreement, will receive credit toward PTO eligibility for their previous years of City service upon successful completion of probation, on a go-forward basis. For purposes of determining eligibility to receive PTO, an employee must be off probation prior to January 1 of the calendar year in which it is provided.
- e. PTO shall not accumulate from calendar year to calendar year and shall have no cash value upon separation from the bargaining unit. If an employee is unable to use all of the time by the end of the calendar year based on operational need, the department may approve carry-over to the next year. In all other cases the time shall be forfeited.
- f. An eligible employee who wishes to use credited PTO shall submit a request to use their PTO no later than a minimum of twenty-four (24) hours in advance. PTO may be approved only on days when the maximum vacation allotment has not been reached.

17.8 BEREAVEMENT LEAVE

An employee may receive up to twenty-four (24) hours or two (2) suppression or investigator shifts, as applicable, of City-paid leave for bereavement based on the death of the employee's spouse, parent, sibling, child, grandchild, or grandparent as defined herein. The employee may use sick leave as authorized by Civil Service Rule 16, Sick Leave, for additional time off or to attend to other death, bereavement, or funeral needs.

17.9 PAID CITY LEAVE

- a. Within thirty (30) calendar days of adoption by City Council, employees who are still employed in a classification represented by Local 522 on October 18, 2022, by City Council, shall receive a one-time leave bank contribution of Paid City Leave as follows:

Eligible employees in the following classifications on October 18, 2022, will receive a one-time leave bank contribution of fifty-five (55) hours:

Fire Battalion Chief (Suppression)
Fire Captain (Suppression)
Fire Engineer (Suppression)
Firefighter (Suppression)

Eligible employees in the following classifications on October 18, 2022, will receive a one-time leave bank contribution of thirty-seven (37) hours:

Fire Battalion Chief (Admin)
Fire Captain (Admin)
Fire Engineer (Admin)
Fire Investigator II
Fire Investigator I
Senior Fire Prevention Officer
Fire Prevention Officer II
Fire Prevention Officer I
Fire Prevention Officer Trainee

This Paid City Leave shall not expire, and shall have no cash value except as follows:

- (1) Employees receiving the Paid City Leave contribution described in Section 17.9 (a) may make an irrevocable election to receive a cash payment in-lieu of using the leave. Notification of the election to receive this cash payment must be made to the Payroll Division, Department of Finance, in writing by November 30, 2022. Employees making the irrevocable election shall receive the payment on the paycheck representing the first pay period following

their election at the straight time rate of pay they are receiving at the time of payment, less ordinary payroll deductions.

- (2) Upon separation from City service, employees with a balance of the Paid City Leave described in Section 17.9 (a) shall receive a payment for the Paid City Leave balance at the straight time rate of pay they are receiving at the time of the payment less ordinary payroll deductions.
- b. Employees who are still employed in a classification represented by Local 522 on October 31, 2022, shall receive a one-time leave bank contribution of Paid City Leave in the same number of hours listed in Article 17.9 (a) that will become available for use on the first paycheck in January 2023. This leave shall not expire and shall have no cash value except as follows:
- (1) Employees receiving the Paid City Leave contribution described in Section 17.9 (b) may make an irrevocable election to receive a one-time cash payment by foregoing the hours of Paid City Leave in 2023. Notification of the election must be made to the Payroll Division, Department of Finance, in writing by November 30, 2022. This cash payment will be made to the employee on the last paycheck in March 2023. Payment shall be made at the straight time rate of pay the employee is receiving at the time payment is made less ordinary payroll deductions. If the employee making the irrevocable election separates from City employment for any reason prior to December 31, 2022, the employee forfeits both the right to receive the cash payment and the hours of leave.
 - (2) Upon separation from City service, employees with a balance of the Paid City Leave described in Section 17.9 (b) shall receive a payment for the Paid City Leave balance at the straight time rate of pay they are receiving at the time of their separation, less ordinary payroll deductions.

ARTICLE 18 – SPECIAL ALLOWANCES

18.1 OUT-OF-CLASSIFICATION

- a. When a temporary vacancy or vacancies arise above the classification of Firefighter, and it has been predetermined that said vacancy or vacancies will not exceed four (4) hours, the Fire Chief may make out-of-classification assignments to the higher classification from personnel within the affected station. During such out-of-classification assignments the individual so assigned shall receive the salary of the first step of that higher classification or five percent (5%) of the employee's regular base salary, whichever is greater but not to exceed the maximum of the higher classification.

- b. Vacancies exceeding four (4) hours shall be filled in accordance with the provisions of Section 12.5, Overtime and Call-Back Pay. Employees of equal rank to the position, which caused the recall, shall be assigned for replacement before an out-of-classification assignment.
- c. For the purposes of training the classification of Firefighter only, vacancies exceeding eight (8) hours shall be filled in accordance with the provisions of Section 12.5, Overtime and Call-Back Pay.

18.2 MILEAGE

- a. When employees are ordered by the City to drive their own four-wheeled vehicles on details or assignments, and they so utilize their own vehicles in traveling directly and uninterruptedly from one assigned work location to another assigned work location, they shall be compensated at the Internal Revenue Service (IRS) rate.
- b. The City shall provide parking at the parking lot behind the 13th and "I" Building for Fire Suppression employees assigned to Station #2.

18.3 TUITION REIMBURSEMENT

The City agrees to reimburse career employees for the cost of tuition, books, fees, excluding parking, up to a maximum of \$1500.00 per calendar year, pursuant to the City's existing policy for such education reimbursement. This provision shall not apply to employees eligible for an education incentive program.

ARTICLE 19 – LAYOFFS

19.1 DEFINITIONS

- a. Layoff A layoff shall be defined as the dismissal or displacement of at least one employee due to lack of work, lack of funds, abolishment of position, or for other reasons not reflecting discredit on an employee.
- b. Seniority
 - (1) Classification Seniority: Classification seniority shall be defined as the effective date of probationary appointment to the employee's present job classification including any time spent in a higher job classification, but less any time spent in a lower job classification due to a downgrade. The term higher classification shall mean a job classification in which the top rate of pay is greater than the top rate of pay of the employee's present job classification. For any employee who has not served a probationary period in their present job classification, or any employee whose position has been reallocated in accord with applicable Civil Service Rules, classification

seniority shall be mutually established by the City and Union. For those classifications which have flexible staffing as defined in the Civil Service Rules and provided for in the classification specifications, classification seniority shall be defined as the effective date of probationary appointment to the lowest classification in the classification series. Since Fire Recruits are not part of the Fire Department Unit, time served in the training academy as a Fire Recruit does not apply to classification seniority date. For an employee who has downgraded, computation of classification seniority for a job classification lower than that in which the employee holds permanent status, the following seniority shall be counted:

- (a) classification seniority in any higher classification, and
- (b) previous classification seniority in the job classification in which the employee is currently working, and
- (c) present time spent in the job classification in which the employee is currently working.

For a part-time career employee, classification seniority shall be prorated.

- (2) City Service Seniority: City service seniority shall be defined as the effective date of appointment to the employee's first permanent career position, or as the effective date of appointment to the employee's first full-time position (or positions) which immediately preceded an appointment to a permanent career position, whichever is greater.

For a part-time career employee, City seniority shall be prorated.

- (3) Fire Department Unit Seniority: Fire Department Unit seniority shall be defined as the date first placed on the payroll of the Fire Department as a full-time employee in the Fire Department Unit.

For a part-time career employee, Fire Department Unit seniority shall be prorated.

- (4) Hire Date Seniority: Hire date seniority shall be defined as the employee's first date of hire to any position with the City.
- (5) Seniority Adjustments: Classification seniority, City service seniority, and Fire Department Unit seniority shall be adjusted (reduced) in calendar days to reflect time spent on layoff from City service. There shall be no adjustment for time spent on an approved leave of absence.
- (6) Termination of Seniority: Termination of classification seniority, City service seniority, and Fire Department Unit seniority shall occur upon:

- (a) Resignation, except that any employee who is appointed from a reemployment list and completes the required probationary period in the position to which they were reemployed may count the seniority which they accumulated prior to resignation.
 - (b) Discharge.
 - (c) Retirement.
 - (d) Layoff in excess of five (5) consecutive years out of the City service.
 - (e) Failure to comply, report, or respond to a recall notice within thirty (30) calendar days from the date of postmark on the recall notice.
- c. Downgrade/Bump: The term downgrade or bump may be used interchangeably throughout this Agreement. A downgrade shall be defined as a change in job classification to which the top rate of pay is the same or less than the top rate of pay of the employee's present classification, due to a layoff. A downgrade shall only be allowed to a previously held position in the Fire Department Unit.

19.2 LAYOFFS

- a. In the event layoffs (reduction in force) are made pursuant to Article 3 of this Agreement, such layoffs shall be based on the inverse order of classification seniority as provided in the Fire Department seniority list. Dismissals hereunder shall be on a classification seniority basis so that employees with the least seniority shall be laid off first. Provided however that employees laid off in the classifications of Fire Battalion Chief, Fire Captain, Fire Engineer, Fire Investigator II and I, Firefighter, and Sacramento Fire Paramedic shall have the right to "bump" employees in the lower classification having less seniority and in which such Fire Battalion Chief, Fire Captain, Fire Engineer, Fire Investigator II and I, Firefighter, and Sacramento Fire Paramedic had held status; and provided further that employees laid off in the classifications of Senior Fire Prevention Officer and Fire Prevention Officer I/II shall have the right to "bump" employees in the Fire Prevention classifications having less seniority and in which such Senior Fire Prevention Officer or Fire Prevention Officer I/II had held status. Classification seniority for the purpose of bumping shall be based on the date of appointment to the lower classification to which an employee has bumping rights. For those classifications which have flexible staffing as defined in the Civil Service Rules and provided for in the classification specifications, classification seniority shall be defined as the effective date of probationary appointment to the lowest classification in the classification series. No employee shall have bumping rights into a classification from which they have been demoted. An employee who bumps to a lower classification shall be assigned to a fire station as determined by Fire Administration.

- b. An employee may accept layoff in lieu of the opportunity to bump by notifying Labor Relations within forty-eight (48) hours of receiving notice of layoff. Where the employee accepts a layoff in lieu of a bump, said employee shall forfeit all recall rights except to a vacancy within the same classification from which the employee was laid off.
- c. In the event of a layoff, the City shall send by certified mail a layoff notice to all affected employee(s). Such notice shall be postmarked at least fourteen (14) calendar days in advance of the effective date of layoff. Such layoff notice shall be mailed to the employee's address currently printed on the employee's paycheck and shall be deemed appropriate notice. The employee(s) who is on a paid or unpaid leave shall be affected by the layoff in accordance with the provisions of this Article in the same manner as all other employees.
- d. Employees laid off shall be paid for accrued leave balances that have a cash value at separation, per applicable ordinances and rules. Employees who are subsequently recalled and who were eligible for sick leave cashout at the time of separation, shall have any uncompensated portion of their sick leave balance restored in accordance with applicable ordinances and rules. Only sick leave hours accrued after recall shall be applied toward any future sick leave payoff, if eligible.
- e. Employees and their eligible dependent(s) enrolled in City medical, dental, or vision insurance coverage at the time of layoff may continue their elected coverage for the period of time permitted by Consolidated Omnibus Budget Reconciliation Act (COBRA). The employee and any enrolled dependent(s) will be responsible for the full cost of the monthly premiums for COBRA continuation coverage. Payment for COBRA premiums shall be made by the payment deadline specified on the invoice issued by the health carrier of the City.

Assistance with enrolling in COBRA coverage or information on eligibility for City retiree health benefits will be provided by the Benefit Services Division, Department of Human Resources, upon request.

19.3 RECALLS

- a. When vacancies occur within five (5) years thereafter, such reduced and/or laid off employees shall be recalled to their former classification from the established layoff eligibility list on the basis of classification seniority and prior to the employment of any new employees in the classification; provided, however, that such reduced or laid off employees meet the physical and other qualifying standards in effect at the time they had been previously appointed to the classification into which they seek to be returned. When a recall list exists and an employee is on a reinstatement list due to a medical leave of absence, the employee will be merged with employees on the established layoff eligibility list based upon seniority. If any such reduced or laid off employees fail to report for duty within thirty (30) days after the mailing to

him/her of a written notice by registered mail to the last known address, they shall lose their right to be rehired or advanced hereunder.

- b. Employees who are laid off in the classifications of Fire Battalion Chief, Fire Captain, Fire Engineer, Fire Investigator I and II, Sacramento Fire Paramedic Sacramento Fire EMT, Senior Fire Prevention Officer, Fire Prevention Officer I and II, and Firefighter shall have a physical examination prior to, or at the time of layoff, and upon their recall, if in excess of six (6) months. If the employee's physical condition at the time of layoff is such that it does not require termination or retirement, the employee being recalled shall meet the same physical condition which they were in, as judged by a physical examination, at the time of layoff. The employee laid off or recalled may appeal any adverse decision by presenting to the Department of Human Resources the written opinion of another physician which contradicts the findings and conclusions of the City physician. The cost of this second medical report shall be borne entirely by the employee. Upon receipt of a timely appeal in proper form, the Department of Human Resources shall refer the matter to a third physician mutually agreed upon by the employee and the Department of Human Resources. The decision of the third physician shall be final and binding. The cost of the third medical examination shall be borne by the City. The Director of Human Resources may, upon recommendation of any of the above-mentioned physicians, grant a reasonable period in which to clear up, cure, or remove any condition which is temporary or curable in nature.
- c. An employee who voluntarily demotes shall have no bumping or recall rights to the classification from which they demoted.
- d. A probationary Firefighter, Sacramento Fire Paramedic, or Sacramento Fire EMT who is recalled within six (6) months from the date of layoff shall be required to serve the balance of the probationary period. A probationary Firefighter, Sacramento Fire Paramedic, or Sacramento Fire EMT who is recalled between six (6) months and twenty-four (24) months from the date of layoff shall be required to serve the balance of the probationary period or a six (6) month probationary period, whichever is greater. A probationary Firefighter, Sacramento Fire Paramedic, or Sacramento Fire EMT who is recalled between twenty-four (24) months and within five (5) years from the date of layoff shall be required to serve a new probationary period of twelve (12) months.
- e. Probationary employees in the classifications of Fire Battalion Chief, Fire Captain or Fire Engineer who are laid off or downgraded in lieu of layoff shall be recalled the same as permanent career employees in the classification, pursuant to subsection (a) above.
- f. When a laid off or downgraded probationary employee in the classification of Fire Battalion Chief, Fire Captain or Fire Engineer is recalled to the classification from which they were laid off, if the employee is recalled within six (6) months from the

date of layoff, they shall be required to serve the balance of the probationary period; if recalled between six (6) months and twenty-four (24) months from the date of layoff, they shall be required to serve the balance of the probationary period or three (3) months, whichever is greater; and if recalled between twenty-four (24) months and within five (5) years from the date of layoff, they shall be required to serve a new probationary period of six (6) months.

ARTICLE 20 – DEPARTMENT SENIORITY LIST

20.1 DEPARTMENT SENIORITY LIST

- a. Employees shall be placed on the classification seniority list in accordance with Article 19. When two (2) or more employees are assigned to the payroll on the same date, preference in placement on the list shall be given based on relative standing on the eligibility list for the applicable rank in the case of firefighting personnel and Single Role classifications.
- b. Lateral employees shall begin accruing classification seniority based on the date of appointment to the classification and shall include time spent in the training academy. In the event a classification seniority tie must be resolved, the tie shall be broken based on the scores established and assigned to the employee on the eligible list used to offer employment and to make the appointment of the lateral hire. If two (2) or more employees were assigned identical scores on the eligible list, the tie shall be broken by a coin toss.
- c. Employees taken over by the City from other fire departments as a result of absorbing such department shall be placed on the seniority list in accordance with the date they were first placed on the payroll of such fire department as full-time employees. City agrees that it will not take over on a permanent basis more employees from an acquired department than the number that can reasonably be absorbed to perform the work that will within a reasonable time be available after acquisition of the department. If under this provision two (2) or more employees shall have identical seniority, preference in placement on the list shall be determined by chance method.
- d. A copy of the seniority lists shall be available on the common drive and updated within fourteen (14) days of any change in staffing that affects seniority.

ARTICLE 21 – TRANSFERS

21.1 REQUESTS FOR TRANSFER

The station transfer policy shall be as follows:

- a. It shall be within the discretion of the Fire Chief or designee to make any station transfer as in their judgment will best meet the organizational, operational and personnel needs of the Department and the stations and shifts involved. All permanent transfers shall be in writing and, except for emergencies, there shall not be less than twelve (12) calendar days between an employee's receipt of written notification and the effective date of a permanent transfer from one permanently-assigned fire station and/or shift to another.
- b. Provided, however, that the Chief or designee shall not exercise this right in an arbitrary and capricious manner, and provided further that with respect to a vacancy caused by retirement, death, removal, resignation or promotion, a notice of any such vacancy shall be published at least two (2) weeks before such vacancy shall be regularly filled. Employees qualified for such vacancy may then make a request through the chain of command to the Chief or designee to be assigned to such vacancy, which requests shall be considered in making the assignment. Seniority in rank shall be the prime factor in transfer assignments.
- c. A vacancy or vacancies resulting from an assignment made hereunder shall not be subject to this procedure.

ARTICLE 22 – DETAIL POOL

22.1 DETAIL POOL

- a. The detail pool shall consist of personnel arranged by seniority. The detail assignments shall be made in order of reverse seniority.
- b. After completing basic recruit training, probationary employees shall be assigned on a rotating basis to a specific crew for increments not to exceed four (4) months during the first year for proper training and evaluation. When a permanently assigned employee is displaced by a temporarily assigned trainee, the permanent employee will be assigned on a temporary duty assignment to another company for a period not to exceed two (2) months. At the end of this assignment, the permanent employee will return to their original assignment. If the original assignment no longer exists, the permanent employee will be placed in a comparable assignment. For purposes of this Article, no company on any given shift shall be utilized for training of probationary employees in excess of four (4) months during any twelve (12) month period. After the completion of their probationary period, employees would enter the detail pool for normal operations and in order of reverse seniority.

- c. The personnel in this pool shall be housed by seniority according to Company priority. The employees with the least seniority shall be housed at the Company with the lowest priority. Once through the detail pool, personnel will not normally be detailed.
- d. Once an employee is removed from the detail pool and is permanently assigned to a suppression company, they shall have the right to bid vacant spots by classification seniority.

22.2 PARAMEDIC INTERNSHIP DISPLACEMENT

When a permanently assigned employee is displaced by a temporarily assigned firefighter completing their paramedic internship, the permanently assigned employee will be assigned on a temporary duty assignment to another company for a period not to exceed three (3) months. At the end of this assignment, the permanent employee will return to their original assignment. If the original assignment no longer exists, the permanent employee will be placed in a comparable assignment. For purposes of this section, no company on any given shift shall be utilized for paramedic internships in excess of three (3) months during any twelve (12) month period.

ARTICLE 23 – SAFETY AND HEALTH

23.1 SAFETY

- a. The City shall continue to provide for the safety of employees during the hours of their employment. In this regard, the City agrees that it will receive and consider written recommendations with respect to unsafe working conditions or other safety ideas in the areas of working conditions from any employee or the Union; and the employees and the Union agree that they will afford their safety recommendations and ideas to the City.
- b. The City shall take all reasonable and readily available precautions when employees' assigned duties are performed under generally known extraordinarily life endangering conditions not normally associated with firefighting and fire safety and prevention activities.
- c. To the extent reasonably ascertainable by the City, firefighting equipment provided and maintained by the City shall be reasonably safe and adequate for its normal and intended use. Provided however that nothing herein is to be construed to mean that the City assumes the liability of any other party, or waives any rights, defenses to liability or causes of action that it may have in law or equity.

23.2 JOB-RELATED INJURIES

- a. When an employee incurs a job-related injury and is examined or treated by a physician, all subsequent examination/treatment shall be scheduled on the employee's duty time.
- b. Exceptions to this policy are limited to the following: (1) while the employee is disabled from said injury and is unable to perform their assigned duties; (2) while the employee has control of the choice of physician or schedule; or (3) when the employee requests or arranges a non-duty time appointment.

23.3 LIGHT OR LIMITED DUTY

In the event an employee is unable to perform their duties as a result of an injury, they shall be assigned to "light or limited" duty as authorized to do so by a physician, and upon the needs of the department. In no event, however, shall an employee return to "light or limited" duty in connection with an off-the-job injury or illness unless authorized to do so by a physician. When assigned to "light or limited" duty, they shall be assigned to such duties that they are capable of performing during a forty (40) hour week, Monday through Friday. In no event shall such assigned employee be required to work more hours per week than on their regularly assigned shift.

23.4 DISPUTES: ON-THE-JOB INJURIES

- a. In the event the employee disagrees with the opinion of the City-assigned physician to either return the employee to work on a "light or limited" duty basis or not to return on a "light or limited" duty basis, they shall have the right to have an examination by another physician of the employee's choice.
- b. In the event that the two physician's opinions are in conflict, a third opinion shall be obtained by a physician mutually acceptable to both parties. The third opinion shall be binding.

23.5 GENERAL

- a. Nothing contained herein shall be construed as adding to, or subtracting from, any rights or provisions given the employee by the State Labor Code.
- b. Costs of all examinations shall be borne by the City only in connection with the injuries incurred on the job. In cases where the employee is directed to a City-assigned physician, costs of such examination shall be borne by the City.

23.6 EXPOSURE TO CONTAGIOUS DISEASE IN THE COURSE AND SCOPE OF EMPLOYMENT

When an employee has been exposed to a contagious disease during the course and scope of their employment, the nature and circumstances of such exposure shall be promptly

reported through the Fire Captain to the Fire Battalion Chief, who after such medical investigation as they deem appropriate, shall advise the Fire Captain whether the employee should be requested to remain off-duty for an appropriate period of quarantine. In such event the employee will be compensated for their regularly-scheduled shifts in the normal manner and will not be charged for sick leave.

23.7 MEDICAL EXAMINATIONS

- a. If the City institutes disability retirement without the consent and concurrence of the employee or reassigns the employee out of the Fire Department or otherwise acts to terminate, reduce in rank, remove or otherwise significantly adversely change their conditions of employment because of medical reasons, such employee shall be granted reasonable time off with pay for medical examination by a doctor of the employee's choice at the employee's expense.
- b. If the City expressly requires an employee to secure other than a Class C driver's license, the related medical examination shall be scheduled during the employee's on-duty time.

ARTICLE 24 – RETIREMENT

24.1 PUBLIC EMPLOYEE'S RETIREMENT SYSTEM (PERS) RETIREMENT CONTRIBUTION

- a. Member Contribution to PERS Retirement Plan – Classic Members
 - (1) Classic members shall pay twelve percent (12%) of the employer's contribution to the PERS retirement plan. If necessary, the contract with PERS shall be amended to reflect the proper allocation of funds.
 - (2) The City shall pay nine percent (9%) of the member contribution to the PERS retirement plan on behalf of fire safety employees. The City's payments to the member contribution shall be reported to PERS as additional compensation for the purpose of retirement benefit calculations, to the extent allowed by law.
 - (3) To the extent permitted by law, the employee payments in this Article will be deducted on a pre-tax basis and applied toward the employer's contribution pursuant to IRS Code section 414(h)(2) and Government Code section 20516 and maintained in the employee's PERS account.
 - (4) The parties agree to use their best efforts to promptly effectuate the cost-sharing provisions of this Article so that bargaining unit members' payment of the employer's contribution shall be applied towards the employee's retirement account.

- (5) In the event that the employees fail to ratify the cost share agreement described in this Article, or other PERS requirements are not met, the parties agree that the employee's cost share will be deducted from the employee's pay via a payroll deduction on a pre-tax basis to the extent permitted by law. Deduction via this approach will not be maintained in the employee's PERS account. The tax status of this deduction shall be based on IRS requirements. The City makes no representation as to the taxable nature of this deduction. The City and each employee shall retain liability for their respective tax obligations.
- (6) In the event there is a change in California law requiring employees to pay the member contribution to PERS, the employee's cost-sharing agreement shall decrease in an amount equal to the required employee contribution to PERS.

b. Member Contribution to PERS Retirement Plan – New Members

New members shall be in the PERS on terms consistent with the Public Employees' Pension Reform Act (PEPRA), as amended. New members shall contribute fifty percent (50%) of the total normal cost of the PERS retirement plan.

24.2 PERS RETIREMENT PLAN

Fire safety employees are covered by the following Public Employees Retirement System (PERS) plans:

Tier I

- Modified 3% at age 55
- One-year highest compensation
- 2% COLA
- 50% survivor continuation
- 50% industrial disability
- Military service credit
- Peace Corps service credit
- Employer Paid Member Contribution by resolution
- Sick leave conversion

Tier II

- Modified 3% at age 55
- One-year highest compensation
- 3% COLA
- 50% survivor continuation
- 50% industrial disability

- Military service credit
- Peace Corps service credit
- Employer Paid Member Contribution by resolution
- Sick leave conversion

Tier III

- Modified 3% at age 55
- One-year highest compensation
- 2% COLA
- 50% survivor continuation
- 50% industrial disability
- Military service credit
- Peace Corps service credit
- Employer Paid Member Contribution by resolution
- Sick leave conversion

Tier IV: Applicable to “New Members” Defined in Government Code section 7522.04

- Modified 2.7% at age 57
- Final compensation calculated on 36 consecutive months
- 2% COLA
- 50% survivor continuation
- 50% industrial disability
- Military service credit
- Peace Corps service credit
- Sick leave conversion

ARTICLE 25 – TRANSPORTATION

25.1 SACRAMENTO REGIONAL TRANSIT DISTRICT (SRTD)

Full-time career employees who utilize the Sacramento Regional Transit District (SRTD) for home-to-work transportation are eligible for an eighty percent (80%) price discount on an SRTD monthly pass. Part-time career employees shall be eligible for a fifty percent (50%) price discount. The employee must notify the Revenue Division on or before the fifth day of the month to obtain the monthly pass discount for that month.

25.2 OTHER BUS TRANSPORTATION

Eligible full-time career employees as described above, who regularly utilize other bus or mass transportation services regulated by the Public Utilities Commission (i.e. buses, vanpools, rail) for home-to-work commuting are eligible for up to eighty percent (80%) of the cost of the monthly pass. Eligible part-time employees, as described above, shall be

eligible for a fifty percent (50%) monthly reimbursement. The employee must present the required proof of purchase to the Revenue Division by the fifth day of the month to obtain reimbursement. The amount of monthly reimbursement shall not exceed one hundred and twenty dollars (\$120).

25.3 DOWNTOWN PARKING SUBSIDY

The City shall provide a ninety dollar (\$90) per month parking subsidy to eligible full-time career employees who are regularly assigned to work in the downtown area who do not have free parking. Eligible part-time career employees who are regularly assigned to work in the downtown area will receive a sixty dollar (\$60) per month parking subsidy. The subsidy will be included in the employee's bi-weekly paycheck, subject to applicable state and federal taxes.

25.4 DISCOUNTED PARKING RATES

Discounted parking will be available to employees, on a first-come, first-serve basis, for parking spaces in the Memorial Garage, located at 14th and H Streets, at seventy percent (70%) of the regularly monthly Lot "I" rate. This means that the employee discounted rate is thirty percent (30%) off the full monthly rate. This provision will remain in effect until further notice by the City.

25.5 DRIVER LICENSE REQUIREMENTS

- a. Employees shall possess valid California driver licenses and endorsements as required by the job specifications. Employees are responsible for maintaining a valid report of medical examination on file with the CA Department of Motor Vehicles in order to maintain valid Class A, B or C firefighter endorsed licenses. Failure to maintain a proper driver's license shall subject employees to disciplinary action pursuant to the Civil Service Rules.
- b. Employees who work overtime in a classification having a higher driver license requirement and/or endorsements must have such license and endorsements in order to be eligible for the overtime work, which requires completing and signing an authorization form allowing their enrollment in the California Department of Motor Vehicles Employer Pull Notice System.

ARTICLE 26 – DISCIPLINE

26.1 EMPLOYEE RIGHTS

This section recognizes that the Firefighters Procedural Bill of Rights Act (California Government Code 3250 et seq) applies to Firefighters, Fire Engineers, Fire Captains and Fire Battalion Chiefs; that the Public Safety Officers Procedural Bill of Rights Act (California

Government Code 3300 et seq) applies to Fire Investigators; and that Fire Prevention Officers are covered under applicable State and Federal law.

Sacramento Fire Paramedic and Sacramento Fire EMT shall be afforded a contractual right to all of the relevant protections provided in California Labor Code section 3250 et seq., as amended.

When an employee is the subject of an investigation or fact-finding that could lead to discipline, consistent with those rights mentioned above the interview/interrogation of that employee shall be conducted under the following circumstances:

- a. The employee shall be advised that they have the right to Union representation at the interview/interrogation and shall be given a reasonable amount of time to contact and obtain representation. The representative shall not be a person subject to the same investigation. This section shall not apply to any interview of an employee in the normal course of duty, counseling, instruction, or informal verbal admonishment by a supervisor, or an investigation concerned solely and directly with alleged criminal activities.
- b. The interview/interrogation shall be conducted at a reasonable hour, preferably when the employee is on duty, and if during off-duty hours the employee shall be paid overtime unless the employee waives such overtime to accommodate their representative.
- c. The employee shall be informed of the nature of the investigation or fact-finding part of the interview so that the employee may prepare for it.
- d. The employee being interviewed/interrogated shall not be subjected to offensive language or threatened with discipline except to be informed that failure to answer questions directly related to the investigation or fact-finding may result in disciplinary action for insubordination.
- e. The interview/interrogation of an employee may be recorded by the Department and/or by the employee or representative and shall have the right to bring their own recording device and record any and all aspects of the interview. The employee shall have access to the tape if any further proceedings are contemplated or prior to any further interview at a subsequent time.
- f. If, prior to or during the interrogation of a firefighter, it is contemplated that they may be charged with a criminal offense, they shall be immediately informed of their constitutional rights. The Department shall provide to the firefighter a formal grant of immunity from criminal prosecution before they may be compelled to respond to questions related to a criminal offense.

- g. No employee shall have any adverse comment entered into their personnel file without the opportunity to read and sign it. The employee shall have 30 days to file a written response to any adverse comment and the written response shall be attached to the adverse comment.
- h. No employee shall be compelled to submit to a polygraph examination.
- i. Lockers or other space for storage that are owned or leased by the Department are subject to search, although no employee shall have their locker, or other space for storage that may be assigned to them searched except in their presence, or with their consent, or unless a valid search warrant has been obtained or where the employee has been notified that a search will be conducted.
- j. With certain exceptions, no punitive action, nor denial of promotion on grounds other than merit, shall be undertaken for any act, omission, or other allegation of misconduct if the investigation of the allegation is not completed within one year of the department's discovery by a person authorized to initiate an investigation of the allegation of an act, omission, or other misconduct.
- k. No employee shall be subjected to punitive action, or denied promotion, because of the exercise of the rights listed above.
- l. Nothing in this section shall constitute a waiver, limitation or reduction of any member's rights under Federal law, California law, or City and Departmental policies.

26.2 REMOVAL OF DISCIPLINARY RECORDS

- a. It shall be the policy of the Sacramento Fire Department that all records of disciplinary action contained in personnel files be removed as follows subject to the following criteria:
 - (1) Documented counseling - after twelve (12) months.
 - (2) Letters of reprimand - after eighteen (18) months from date the letter is served on the employee.
 - (3) Suspensions [two (2) shifts or less] - after five (5) years from date the final letter imposing discipline is served on the employee. This includes withholding of in-grade increase, grade reduction, and paid time-off taken in lieu of suspension.
 - (4) Suspensions [three (3) shifts or more] - after ten (10) years from date the final letter imposing discipline is served on the employee. This includes withholding of in-grade increase, grade reduction, and paid time-off taken in lieu of suspension.

(5) Demotions - after ten (10) years from date the final letter imposing discipline is served on the employee.

- b. The time periods for removal described in subsection (a) above shall restart if the employee has any further disciplinary action.
- c. The provisions of this Article will be subject to all requirements as described in government codes, City codes and resolutions, as amended.

26.3 APPEAL OF LETTERS OF REPRIMAND

A letter of reprimand issued shall not be appealable to the Civil Service Board, however, the employee shall be entitled to an administrative review of the reprimand by submitting a request in writing within seven (7) days of issuance to the Manager of Labor Relations. The Manager or designee will schedule a meeting within seven (7) calendar days of receipt of the written request to hear the employee's response. A final written decision will be rendered by the Manager or designee within seven (7) calendar days of the meeting. Time limits may be extended by mutual agreement between the Manager or designee and the Union or employee, as applicable. This Section shall not be subject to the grievance procedure. For removal of Letters of Reprimand refer to Section 26.2.

26.4 DISCIPLINE APPEALS REFERRED TO ACCELERATED ARBITRATION PROCEEDINGS OR FORMAL ARBITRATION PROCEEDINGS

- a. This arbitration process shall be the exclusive appeal procedure applicable to employees who have completed the probationary period.
- b. The term "parties" as used in this Agreement are the City and the Union. If an individual employee covered by this Agreement files an appeal of discipline to the Civil Service Board, and the Union does not pursue such appeal, the appeal process shall default to an Administrative Law Judge (ALJ) hearing under the Civil Service Rule 12.10. An employee rejecting the ALJ hearing and choosing to pursue their appeal through the arbitration process will assume all of the rights and responsibilities of the Union in the appeal process pursuant to this agreement, including but not limited to the cost of the arbitrator and the court reporter if used as outlined in subsection (c) below.
- c. The fees of the arbitrator, the court reporter, if used, and the transcript shall be shared equally between the City and the Union or the employee if the employee is pursuing the appeal on their behalf. If the arbitrator requests a copy of the transcript, the cost shall be shared equally between the City and the Union or the employee if the employee is pursuing the appeal on their behalf.
- d. The parties may participate in mediation in an attempt to settle the case before a hearing is scheduled with the arbitrator. Either party may request mediation. If the

parties agree to mediation, they will request a mediator from the State Mediation and Conciliation Service. All mediation proceedings shall be private. The mediator shall make no public recommendation nor take any public position at any time concerning the issues.

- e. The Director of Human Resources or designee, and the Union President or designee, shall meet each month at a regularly scheduled time to review the appeals which the Union desires to arbitrate. The parties shall discuss the merits of all appeals and strive to identify those appeals the parties mutually agree should be resolved through the Accelerated Arbitration Process, and the appeals that should be resolved through the Formal Arbitration Process. Appeals that will be heard through the arbitration process shall be in writing and shall include the issue(s) submitted, stipulation of facts, modifications of the hearing procedures, if any, and the date of arbitration.

26.5 ACCELERATED ARBITRATION PROCESS

- a. Accelerated Arbitration shall consist of a three-member panel, the Union President or designee, the Director of Human Resources or designee, and a neutral arbitrator which shall be mutually selected by the parties.
- b. The mutually agreed upon neutral arbitrator shall serve a one-year term. In the event of the mutually selected neutral arbitrator's resignation or continued unavailability, the parties shall meet promptly to agree upon a successor. Either party may request a change in arbitrator by giving a sixty (60) day notice in writing to the other party. Each party may only request a change of arbitrator once in a one-year period.
- c. The Accelerated Arbitration Panel shall meet monthly at a regularly scheduled time, on such days as may be scheduled by mutual agreement, to resolve cases which have been referred to Accelerated Arbitration. Hearings shall alternate between City and Union offices or at a mutually agreed-upon neutral location.
- d. The Accelerated Arbitration Panel shall hear whichever case(s) the parties mutually agreed to schedule for that hearing date. In the event the parties begin, but do not complete a case scheduled for a particular hearing date, the Arbitration Panel at the next regularly scheduled Accelerated Arbitration hearing shall complete such case. Any case which cannot be initiated at the scheduled date shall be rescheduled by mutual agreement.
- e. The hearing shall be conducted pursuant to the procedures of Rule 12.1 through 12.8 of the Rules and Regulations of the Civil Service Board. The Accelerated Arbitration Panel shall have no authority to modify, vary, alter, amend, add to or take away from, in whole or in part, any of the terms or provisions of the Agreement. The Accelerated Arbitration Panel may only sustain, modify, or deny the discipline appealed.

- f. The parties agree that the decision of the majority of the Accelerated Arbitration Panel shall be final and binding on both parties. The parties agree that the Accelerated Arbitration Panel's decision shall become the jointly recommended proposed decision to the Civil Service Board. Any dispute of the jointly recommended proposed decision to the Civil Service Board shall be limited to the grounds specified in Sections 1286.2 of the California Code of Civil Procedure.
- g. The Hearing Process
 - (1) Each party shall have one and one-half (1-1/2) hours to present its case, including whatever time it takes to reserve for rebuttal, unless otherwise modified by the parties in writing in advance of the hearing or as so modified by the neutral arbitrator. The presentation of evidence shall be made by submitting a statement of facts stipulated by the parties and/or the presentation of witness and documentary evidence. A court reporter shall transcribe the proceedings, but a transcript shall be prepared only upon the request of either party. After the parties have presented the evidence, each party shall have an opportunity for oral argument before the Accelerated Arbitration Panel for a period of not more than fifteen (15) minutes. No written briefs shall be submitted.
 - (2) Following each case, the Accelerated Arbitration Panel shall meet in executive session. The neutral arbitrator shall moderate the discussion with the objective of achieving agreement between the parties. If the parties cannot agree, the neutral arbitrator shall determine the award.
 - (3) The neutral arbitrator shall announce the award orally to the parties, including the grievant. The award shall be documented at the hearing but shall not include a written opinion. A court reporter shall transcribe the proceedings, but a transcript shall be prepared only upon request of either party.
 - (4) The award shall be final and binding upon both parties, but shall not be used as a precedent in any other case. The parties shall share the fees and expenses of the neutral arbitrator, court reporter if used, and transcripts equally. The City agrees that employees shall not suffer loss of compensation for time spent as a witness at a discipline arbitration hearing held pursuant to this procedure. The Union agrees that the number of witnesses requested to attend and their scheduling shall be reasonable.

26.6 FORMAL ARBITRATION PROCESS

- a. The Formal Arbitration Board shall consist of three (3) persons, one appointed by the Union and one appointed by the City. The two (2) so appointed shall mutually select a qualified arbitrator. The Union and the City appointments shall be made and

each party shall notify the other of their respective appointment within ten (10) calendar days from the date the matter was appealed. If the Union and City appointments fail to select an arbitrator within ten (10) calendar days after the notices of their appointment are given, the parties shall prepare a joint request to the State Mediation and Conciliation Service for a list of five (5) qualified arbitrators. The parties shall each strike alternately two (2) names from the list and the remaining person shall be accepted as the arbitrator. The first party to strike will be determined by the flip of a coin.

- b. The issue to be submitted to the Formal Arbitration Board shall be limited to the appeal submitted in writing and the response of the City thereto, and unless otherwise agreed in writing, the jurisdiction of the Formal Arbitration Board shall be limited to the determination of said issue. The Formal Arbitration Board shall have no authority to modify, vary, alter, amend, add to or take away from, in whole or in part, any of the terms or provisions of the Agreement.
- c. The rulings of the Formal Arbitration Board with respect to the procedure and all objections to the exclusion or inclusion of evidence shall be binding on the parties.
- d. The hearing shall be held at a mutually agreeable location, which shall be determined by the parties. The City shall make available appropriate facilities for such hearings.
- e. The hearing shall be conducted pursuant to the procedures of Rule 12.1 through 12.8 of the Civil Service Rules.
- f. The Formal Arbitration Board's decision, and opinion if any, shall be in writing and shall be submitted within ten (10) calendar days from the conclusion of the hearing unless such time is extended by a majority of the Formal Arbitration Board. The decision of the majority of the Formal Arbitration Board shall be final and binding on the parties.
- g. The parties agree the arbitrator's decision becomes the basis for a settlement agreement which shall be prepared within ten (10) days of receipt of the arbitrator's decision, and which shall withdraw and resolve the appeal consistent with the award.

26.7 TRIAL PERIOD

- a. An employee or a former employee appointed to a career classification as a non-career employee shall serve a trial period. A former employee is a person who was previously employed with the City but terminated such employment for any reason including the expiration of a limited-term appointment.

- b. The trial period shall be a six (6) month period beginning with the first day the employee reports to work or until the employee has worked one thousand forty (+1,040) straight-time hours, whichever occurs last.
- c. A non-career employee may be released from their position at the discretion of the appointing authority at any time during the trial period without right of appeal to the Civil Service Board. Such release shall be confirmed in writing.
- d. This provision shall not be used to circumvent the civil service system in respect to the City's testing practices.

26.8 EMPLOYEE PERFORMANCE COUNSELING

- a. The Fire Department shall have the right to conduct performance counseling of employees at top step.
- b. Employees shall be counseled at least annually.
- c. A career employee who disagrees with a performance counseling may within ten (10) workdays from the date of the counseling:
 - (1) Write a rebuttal statement for attachment to the performance counseling form; or
 - (2) Informally appeal to the supervisor of the reviewer, but in no case higher than the department head.
- d. Performance counselings are not subject to the grievance procedure.
- e. The performance counseling form shall be maintained in the personnel file of the employee's Fire Battalion Chief or equivalent for one (1) year from the date of the counseling meeting. Thereafter, it shall be removed and returned to the employee.
- f. Performance counseling reports shall not affect terms and conditions of employment.

26.9 PROBATIONARY PERIOD EXTENSION

- a. If, prior to the completion of the probationary period of a new employee, a problem is identified which would result in a decision by the Department to release the employee from the probationary position, the Department may, at its discretion, extend the probationary period for a fixed period of time, not to exceed an additional six (6) months.
- b. If the Department elects to extend the probationary period, the specific problem(s) that are the basis for the Department's decision not to pass the employee on

probation shall be provided to the employee in writing. The Department shall provide the employee appropriate remedial training and sufficient time to correct the deficiencies.

- c. The Department shall notify the Union of the decision to extend the probationary period.

ARTICLE 27 – MISCELLANEOUS

27.1 NON-DISCRIMINATION

The Union and the City agree not to discriminate against any employee for Union activity, race, color, age, sex or national origin under the terms and provisions of this Agreement.

27.2 REPAIR OR REPLACEMENT OF DAMAGED ITEMS OF PERSONAL PROPERTY

Employees shall be reimbursed for the repair or replacement of personal property damaged in the course of employment and performance of their assigned duties consistent with the Policy provisions attached hereto and incorporated herein as Exhibit "B."

27.3 SAVINGS CLAUSE

If any Article or provision of this Agreement or any portion thereof is in conflict or inconsistent with applicable laws or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction such Article, provision, or portion thereof shall be suspended and superseded by such applicable law and the remainder of the Agreement, including the remainder of such Article, provision, or portion thereof shall not be affected thereby.

27.4 FIRE RECRUIT

The City shall have the right to establish a non-career, unrepresented classification of Fire Recruit.

27.5 PAYROLL ERRORS

- a. In the event an error has been made in the payment of an employee's compensation, including but not limited to, wages, overtime payment, healthcare contributions, incentives, or leave accrual balances and/or usages, the City shall, for purposes of future compensation, adjust such compensation to the correct amount, giving written notice to the employee.
- b. In the event an employee received an overpayment in wages, reimbursement to the City shall be accomplished by:

- (1) Lump sum payment by the employee;
- (2) A one-time deduction from available accrued leave balances, except sick leave, equivalent to the overpayment at the employee's current hourly rate;
- (3) A repayment schedule through payroll deduction; and/or
- (4) Other means, as may be mutually agreed between the parties.

No repayment schedule shall exceed fifty-two (52) pay periods in duration, except that if the employee does not agree to a voluntary repayment schedule, the overpayment collection shall not exceed twenty-six (26) pay periods. The time period may be extended by a signed agreement between the City and the employee.

- c. No action shall be taken to enforce repayment of an overpayment, or to correct an underpayment, unless action is taken within two years from the ending date of the pay period in which the error is discovered. "Action is taken" as used in this Section shall mean written notice to the employee in the case of an overpayment, or written or oral notice to the City in the case of an underpayment error.

27.6 STATION EXPENSES

- a. The City will fund the annual station expense account (481230) based on the following:
 - (1) two hundred dollars (\$200) per year for each budgeted Battalion Chief, Captain, Engineer, and Firefighter position assigned to Fire Suppression;
 - (2) three hundred dollars (\$300) for each single company house;
 - (3) The total of (1) and (2), above, will be multiplied by 130% and the amount will be budgeted in the station expense account (481230).
- b. The total station expense account will be paid out annually in equal shares to all Battalion Chiefs, Captains, Engineers, and Firefighters who are employed as of the last day of the first pay period in January. The annual payment will be made to those employees on the first paycheck in February.
- c. The intent of the annual payment to firehouse staff is to cover furnishings, and household items not provided by the City for the fire stations.
- d. The City shall continue to provide the following furnishings and household items for the firehouses:
 - (1) Beds and Mattresses.

- (2) Dining Room Table and Chairs.
- (3) Major kitchen appliances (stove, four (4) refrigerators per station, dishwasher, garbage disposals) as existing in the firehouses on (date of contract agreement) or as originally constructed for stations not in existence as of the date of this agreement.
- (4) Exercise equipment (treadmill, elliptical machine, kettleballs and rubber bumper plates as purchased by Wellness Grant). These items will only be maintained as one time funds become available, ie. grants and carryover.
- (5) Non-riding gas powered lawn-mowers and other yard maintenance equipment as currently identified in FiPs identified in Exhibit C.
- (6) All current station supplies, including: cleaning, maintenance, office, and general hygiene supplies as currently provided in FiPs identified in Exhibit C.
- e. All existing items previously purchased with station expense funds will continue to be utilized for the life of the item(s) and will not be maintained, reimbursed or replaced with City funds.

27.7 DEFERRED COMPENSATION PLAN

Career employees may participate in the City's Deferred Compensation 457 Plan, to the extent provided by law.

Each participant in the Plan shall contribute an administrative fee of one dollar and fifty cents (\$1.50) per month from their plan balance to the Plan's administrative allowance account. Funds accumulated by the administrative fee will be utilized as prescribed in the Defined Contribution Plans Committee's Fee and Expense Policy.

27.8 REMOTE WORK POLICY

Employees may participate, at the discretion of the appointing authority or designee, in the City's Remote Work Policy.

Employees assigned to suppression are ineligible for remote work assignments.

This Section 27.8 and any decision(s) made pursuant to the Remote Work Policy are not subject to the grievance procedure.

27.9 PHYSICAL PERFORMANCE ASSESSMENT/PROGRAMS

Employees hired on or after June 30, 1990, shall be required, as a condition of continued employment, to participate on an annual basis in a physical performance assessment or participate in the department's Fitness in the Firehouse Program. Refusal to participate shall

subject such employee to disciplinary action, up to and including termination. The physical performance assessment and the Fitness in the Firehouse Program will be conducted during on-duty time only. This provision does not apply to Fire Prevention Officers.

27.10 WAIVER OF RESIDENCY REQUIREMENT

Effective June 27, 2026, the requirement to live at least thirty-five (35) air-miles from the freeway interchange at W/X Streets, and 29th and 30th Streets, as set forth in Rule 13.3 of the Rules and Regulation of the Civil Service Board, is waived. This waiver applies only to the residence location requirement and does not limit the City's authority to regulate vehicle use, standby assignments, response expectations, or other operational requirements through this Memorandum of Understanding and applicable City and Departmental policies, as amended.

Employees utilizing a home retention vehicle shall not use or retain said vehicle outside a thirty-five (35) air-mile radius of the interchange at W/X, 29th and 30th Streets, except as expressly authorized by the City. Employees utilizing a home retention vehicle are responsible for the reasonable care, safety, and security of said vehicle.

27.11 ONE-TIME SUCCESSOR AGREEMENT NEGOTIATIONS REOPENER

The parties agree that, on a one-time, non-precedent setting basis, they will begin negotiations for a successor memorandum of understanding at least six (6) months before the expiration date of this Agreement.

This provision shall automatically expire on September 29, 2028, and shall not continue under any evergreen provision.

27.12 TERM

- a. This Agreement shall remain in full force from October 4, 2025, to and including September 29, 2028, or until such time as it is superseded by a new Agreement between the parties, whichever occurs later.
- b. The provisions of this Agreement shall be effective on the effective date stated above except as otherwise specifically provided.

DATED: June 23, 2026

SACRAMENTO AREA FIRE FIGHTERS UNION
LOCAL #522 INTERNATIONAL ASSOCIATION
OF FIRE FIGHTERS, AFL CIO:

CITY OF SACRAMENTO:

Trevor Jamison
President

Leyne Milstein
Assistant City Manager

Ryan Henry
City Vice President

Aaron Donato
Labor Relations Manager

John Collins
City Director

Leslie Wisniewski
Bargaining Team Member

Brandon Doughty
City Deputy Director

Tilden Billiter
Bargaining Team Member

Jeremy Gardella
City Director

Oscar Murillo
Bargaining Team Member

Spencer Lopes
Negotiating Union Member

Zachary Zadrozna
Negotiating Union Member

APPROVED AS TO FORM:

Brett M. Witter
Chief Assistant City Attorney

EXHIBIT A – Employee Payroll Deduction Authorization And Request

EMPLOYEE PAYROLL DEDUCTION AUTHORIZATION AND REQUEST FOR FIREFIGHTERS UNION LOCAL 522

(Front side of form to be completed and executed by employee and Secretary-Treasurer)

I, _____, hereby request and authorize the City of Sacramento to deduct from my earnings and transmit to the Secretary-Treasurer of Firefighters Union Local 522, 3720 Folsom Boulevard, Sacramento, California, the amount per month required for payment of the items initialed below, which amount, and any subsequent changes therein, shall be certified to the Director of Human Resources of the City of Sacramento in writing by the Secretary-Treasurer of the Union:

___ UNION DUES

___ LIFE INSURANCE PREMIUMS

___ DISABILITY INSURANCE PREMIUMS

___ MEDICAL/HOSPITAL INSURANCE PREMIUMS

___ CHARITABLE CONTRIBUTION

___ DENTAL INSURANCE PREMIUMS

___ AUTOMOBILE INSURANCE PREMIUMS

I understand that this authorization is subject to the terms and conditions as indicated on the reverse side hereof. I further understand that this authorization may be used by the Union as its authorization to represent me in matters concerning the terms and conditions of my employment with the City.

Employee Signature _____ Classification _____ DATE _____

Firefighters Union Local 522 agrees to and does hereby, indemnify, defend, and hold the City, its officers, agents, and employees harmless against any claims made, liability incurred, and any suits instituted against them or any one of them on account of the payroll deduction herein authorized and requested.

Accepted on behalf of Firefighters Union Local 522:

By: _____
Secretary-Treasurer

(The Reverse Side of Employee Payroll Deduction Authorization and Request for Firefighters #522)

PLEASE READ

I understand and agree that:

1. Neither the City of Sacramento, nor any of its officers, agents or employees, make any representations of any kind or nature concerning such insurance plan or plans; or charitable programs; and that the City of Sacramento is simply providing payroll deductions as a benefit to those eligible employees who choose to avail themselves of this service and who have decided that they wish to be covered by a plan or plans.
2. The City of Sacramento, and its officers, agents and employees assume no liability on account of payroll deductions made or any action taken or not taken pursuant to this authorization and request.
3. The City of Sacramento will not make the herein authorized and requested deduction from my earnings in the event that my earnings for the pay period from which the said deduction would ordinarily be made are not sufficient after other legally required deductions are made, nor will the City in such event make the said payroll deduction for such period at a later date, nor will the City accept a deposit from me of my contribution for such period for transmittal to the Union.
4. This authorization and request shall remain in full force and effect throughout the duration of this Agreement, and that if I wish to revoke this authorization during this period, I must do so in writing, properly delivered or mailed to the Secretary-Treasurer of the Union, with a copy of such revocation delivered to the City's Labor Relations Manager. Provided however, that this authorization shall be automatically revoked when my present employment with the City of Sacramento terminates for any reason, or when this payroll deduction benefit is no longer included in an effective Agreement between the Union and the City, or when the Union ceases to be certified as a recognized employee organization under applicable City law, whichever occurs first.
5. PLEASE NOTE: It is my responsibility to check my payroll stub to verify that the proper payroll deductions I am hereby authorizing and requesting have in fact been made.

EXHIBIT B – Repair or Replacement of Damaged Personal Property

1. Policy

- a. Employees will be reimbursed for the loss, repair or replacement of personal property damaged in the course of employment and performance of their assigned duties.
- b. The option to repair or replace damaged items, and to determine whether replaced property will be returned to the employee, rests with the City.
- c. The intent of this regulation is to permit reimbursement for the repair or replacement of such items as eyeglasses, hearing aids, dentures, watches or personal professional equipment if necessarily worn or carried by the employee in the course of their employment. Reimbursement shall be authorized only when the damage is caused by extraordinary circumstances which arise out of the employment, and not from normal hazards or ordinary wear and tear. This policy extends to both field and office personnel.

2. Exclusions: This Policy shall not apply to:

- a. Losses of precious or semi-precious stones from settings in watches, eyeglasses and other normally utilitarian items or losses to pieces of personal jewelry.
- b. Losses to any automobile, vehicles, trailer, motorcycle or any equipment thereto.
- c. Losses to employee's property while in the care, custody and control of others.
- d. Losses to the property of others while in the care, custody and control of the employee.
- e. Losses of money.
- f. Losses resulting from acts of negligence or deliberate destructive acts on the part of the employee.
- g. Losses resulting from ordinary wear and tear incidental to normal use and employment.

3. Misrepresentation

The provisions of this policy shall not apply if the employee has concealed or misrepresented any material fact or circumstance concerning the subject of the loss, their interests therein, or in the case of any fraud or false statements by the employee relating thereto.

4. Valuation

Upon acceptance of a claim, the City shall not be liable beyond the actual cash value of the employee's property at the time any loss or damage occurs, and the loss or damage shall be ascertained or estimated according to such actual cash value with proper deduction for depreciation, however caused, and shall in no event exceed what it would then cost to repair or replace the same with material of like kind or quality.

5. Recovery

If in the event of any loss or damage, the employee shall acquire any right of action against any individual, firm or corporation for loss or damage to property covered by this policy, the employee assigns and transfers to the City, at the City's option, all such rights of action to the extent of the amount paid, and will permit suit to be brought in the employee's name under the direction of and at the expense of the City.

6. Insurance

In the event the employee has insurance covering a loss to which this policy applies, the benefits afforded by this policy shall apply only as excess benefits over such others as are paid under such insurance.

7. Liability Limits

Notwithstanding any of the above, an individual employee shall recover no more than \$200 in any calendar year as a result of this policy. Items of theft, or mysterious disappearance, shall be reported to the Police Department prior to the preparation of any loss claim.

EXHIBIT C – City Provided Items Per Article 27.6, Station Expenses

1. Electrical - #20327 – 7 Watt – CF7DS/827, EA
2. Electrical - #20329 – 9 Watt – CF9DS/827, EA
3. Electrical - #20331 – 13 Watt – CFD13DS/827, EA – Replaced by #20691
4. Electrical - #20671 – 13Watt – CF13DD/E/835, EA
5. Electrical - #20683 – 18Watt – CD18DD/E/827, EA
6. Electrical - #20691 – 13Watt – CD13DD/827, EA
7. Electrical - #39380 – F32TBX840/AMP, EA
8. Electrical – 50Watt, 50R20/DFL, EA.
9. Electrical – 7 Watt – PL-S, G23, EA
10. Electrical – Appliance Bulb, (Oven), -40 Watt, EA
11. Electrical – Bulbs – 1 Watt, blue, LED, EA
12. Electrical – Bulbs – 1 Watt, Red, LED, EA
13. Electrical – Bulbs – 100 Watt, EA
14. Electrical – Bulbs – 34 Watt, EA
15. Electrical – Bulbs – 60 Watt, EA
16. Electrical – Bulbs – 75 Watt, EA
17. Electrical – Bulbs – 90 Watt, EA
18. Electrical – Cord, Extension, 50 ft, EA
19. Electrical – Fluorescent, 27 Watt CFL, 4 Prong, EA
20. Electrical – Fluorescent Rnd, FC8T9/CW (Van), EA
21. Electrical – Fluorescent – 24”, FO17/841/ECO, EA
22. Electrical – Fluorescent – 36” – FO25/735/ECO
23. Electrical – Fluorescent – 48” – GE#-F32T8/SP41, EA
24. Electrical – Halogen- 300Watt, EA
25. Electrical – Halogen – 500 Watt, EA
26. Electrical – Par 56 – 300 Watt, EA
27. Electrical – PL-C, 18 Watt (27), G24DZ, EA
28. Electrical – PL-S, 7 Watt (27), G23, EA
29. Electrical – PLC*15MM/22W/27, EA
30. Electrical – SATCO – 50 Watt, Mr 16, GX 5.3, Bi-Pin, EA
31. Flagpole Halyard, EA
32. Flags, EA
33. Garden/Weed Killer, Round-Up/Ranger Pro, Pre-Mix, Per Gallon
34. Garden/Yard – Hornet & Wasp Spray, EA
35. Garden/Yard – Garden Rake (Roadrake), EA

36. Garden/Yard – Hand Hedge Trimmer, EA
37. Garden/Yard – Hand Pruner, EA
38. Garden/Yard – Hoe, EA
39. Garden/Yard – Loppers, EA
40. Garden/Yard – Nozzles, Spray Trigger, ¾" EA
41. Garden/Yard – Shovel, Round Point, EA
42. Garden/Yard – Shovel, Square Point, EA
43. Garden/Yard – Yard Rake, EA
44. Garden/Yard- Garden Hose, EA
45. Janitorial Supplies – Ajax with Bleach, 21 oz can, EA
46. Janitorial Supplies – Bleach, Gallon, EA
47. Janitorial Supplies- Blocks, Deodorant, for urinals, EA
48. Janitorial Supplies – Blocks, Deodorant, wired for bowls, ea
49. Janitorial Supplies - Bottle, Plastic, Trigger Spray, EA
50. Janitorial Supplies – Broom, Floor, 18", Without handle, EA
51. Janitorial Supplies – Broom, house, Janitor, (Corn Broom), EA
52. Janitorial Supplies – Brush, Toilet bowl, EA
53. Janitorial Supplies – Counter Brush, EA
54. Janitorial Supplies – Disinfectant, Formulation 64-YL. (Replaces Lemon), Per gallon
55. Janitorial Supplies – Dust Mop Frame – 24 In, EA
56. Janitorial Supplies – Dust Mop Handle, EA
57. Janitorial Supplies – Dust mop heads – 24 in. EA
58. Janitorial Supplies – Floor Broom handle, Metal Threads, EA
59. Janitorial Supplies – Floor Stripper, Gallon, EA – not for stations 5,20,30,43
60. Janitorial Supplies – Floor Wax, Gallon, EA – not for stations 5,20,30,43
61. Janitorial Supplies – Glass, Non-streaking, gallon, EA
62. Janitorial Supplies – Kleen Screens (Urinal Screens) EA
63. Janitorial Supplies – Liners, Garbage, large, 42"x47", per box
64. Janitorial Supplies – Liners, Garbage, medium, 33"x39", 33 gallon, per box
65. Janitorial Supplies – Liners, Garbage, Small, 24"x23", 7-10 gallon per box
66. Janitorial Supplies – Liquid, multi-purpose (ph), for the floors, stations 5,20,30 only per gallon
67. Janitorial Supplies – Mop bucket and wringer, per unit
68. Janitorial Supplies – Mop head, Cotton, 6", EA
69. Janitorial Supplies – Multi-fold towel dispense, EA
70. Janitorial Supplies – NAB toilet cleaner, per 32 oz. Bottle
71. Janitorial Supplies – Odor eliminator, per qt
72. Janitorial Supplies – Pan, Dust, #10, Plastic , EA
73. Janitorial Supplies – Plunger, Type Force Cups, EA

74. Janitorial Supplies – Sanitaire Vacuum Cleaner belt, EA
75. Janitorial Supplies – Soap, Liquid, Hand, Pink, per gallon
76. Janitorial Supplies – Soap, Liquid, TKO, per gallon, (replaces LAVA)
77. Janitorial Supplies – Spic & Span, per box – not for station 43
78. Janitorial Supplies – Sponges, Cellulose, EA
79. Janitorial Supplies – Sponges, Scrub, Abrasive, EA – not for station 43
80. Janitorial Supplies – Tissue, Toilet Seat Covers, ½” fold, per box
81. Janitorial Supplies – Tissue, Toilet, --per roll—
82. Janitorial Supplies – Towels, Paper, Multi-fold, white, --per box—
83. Janitorial Supplies- Towels, Paper, Single-fold, Brown, -- per box—
84. Janitorial Supplies – Wet Mop, Handle EA
85. Janitorial Supplies – Z-Green (Replaces simple green), per gallon
86. MP HD Metal protector, Per can
87. Polish, Furniture, per can
88. Protector, Eye, Clear, EA
89. Silicone Spray, Per Can
90. Spray Grease, Red, Per Can
91. 2 Cycle Oil, EA
92. Battery- 12V, A23, 2 per pack, order per pack, for garage door openers
93. Battery, 9V Per box of 12 EA
94. Battery, AA, Per box of 24 EA
95. Battery, AAA, per box of 24 EA
96. Battery, C, Per box of 12 EA
97. Battery, D, per box of 12 EA
98. Chain Saw Grease, EA
99. Cleaning Supplies- 10” Scrub Brush, EA
100. Cleaning Supplies – Auto Wax, EA/Gallon Container
101. Cleaning Supplies- Bucket Utility, EA
102. Cleaning Supplies- Car Was & Wax, EA/Per gallon Container
103. Cleaning Supplies – Car Wash Brush, EA
104. Cleaning Supplies – Fender Brush, EA
105. Cleaning Supplies- Floor Broom handle, Metal Threads, EA
106. Cleaning Supplies – Galaxy Tire Dressing, EA/Gallon Container
107. Cleaning Supplies- Leather Cleaner, EA/QT Container
108. Cleaning Supplies – Orange – E (Replaces Power Foam), per gallon
109. Cleaning Supplies – Rags, Per bag
110. Cleaning Supplies- Sleek, EA/QT
111. Cleaning Supplies – Steel (Wire) Brush, EA

112. Cleaning Supplies – Super Shine – Blue, per Bottle
113. Cleaning Supplies – Super Shine – Green, per bottle
114. Cleaning Supplies- Wash Mitts, EA
115. Duct Tape, Per Roll
116. Flares, per box of 72 EA
117. Foam – Fire Ade Class :A”/AFFF Foam, EA/5 Gallon Container
118. Freeway broom tapered handle, EA
119. Freeway broom without handle, EA
120. Fuel Stabilizer, EA
121. Gas Can – 2.5 Gallon, Poly EA
122. Gas Can – 3 Gallon Safety, EA
123. Oil – Chain & bar, EA
124. Painting Supplies- Aerosol – Flat Black, EA
125. Painting Supplies – Aerosol – Gloss Black, EA
126. Painting Supplies- Aerosol – Primer, EA
127. Painting Supplies – Color Code & number: _____, per PT (Enter Paint Code#)
128. Painting Supplies- Emery Cloth – course – EA
129. Painting Supplies – Emery Cloth – fine, EA
130. Painting Supplies- Emery Cloth – Medium, EA
131. Painting Supplies- Paint Brush – 1” Throw away, EA
132. Painting Supplies- Paint Brush – 2” Throw away, EA
133. Painting Supplies – Paint Brush – Artist, EA
134. Painting Supplies – Sandpaper, 120G, EA
135. Painting Supplies – Sandpaper, 180G, EA
136. Painting Supplies – Sandpaper, 80G, EA
137. Painting Supplies – Steel Wool - #0, per bag
138. Painting Supplies – Steel Wool - #00, per bag
139. Painting Supplies – Steel Wool - #000, per bag
140. Painting Supplies – Steel Wool - #1, Per bag
141. Painting Supplies – Steel Wool - #2, per bag
142. Painting Supplies – Steel Wool - #3, per bag
143. Painting Supplies – Tape, Masking 1 inch, per roll
144. Painting Supplies- Tape, Masking 2 inch, per roll
145. Pig – Epoxy Stick, repair putty, per stick
146. Plug & Dike, per oz. (16 oz-32oz-64oz)
147. Sheeting – Clear Polyethylene – 12ft x 100ft, per roll
148. Tape, Fire Line, EA
149. Water Cooler, 3 Gallon, EA

150. WD-40, EA

151. Wescodyne – 1 Pt. (Scott Multiwash)