

CITY OF SPARKS, NEVADA
and the
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL NO 1265
MEMORANDUM OF UNDERSTANDING

February 6, 2017

This Memorandum of Understanding is between the City of Sparks, Nevada, a municipal corporation ("City"), and the International Association of Firefighters Local No. 1265 ("IAFF").

1. WHEREAS the City and IAFF entered into a multi-year collective bargaining agreement for the period beginning July 1, 2015 through June 30, 2017, which agreement was approved by the Sparks City Council on July 27, 2015 (the "Agreement");
2. WHEREAS the City is preparing to implement paramedic services through the fire department on a limited scale and the Agreement needs to be updated to allow the Fire Chief to launch the paramedic program during the term of the Agreement;
3. WHEREAS the City has a need to add a job title of Firefighter/Paramedic and the corresponding salary range to the IAFF Agreement and the parties met and have reached an interpretive understanding that requires changes to Section 1- Administration, Section 2 Pay Article, and the "Appendix A - Job Classifications and Salary Wage Ranges;
4. WHEREAS the City has a need to add a special pay for paramedic duties for the positions of fire apparatus operator and fire captain, and the parties have met and reached an understanding as to a language change;
5. WHEREAS the addition of the job title requires changes in the Agreement to include this title throughout to clarify terms of the Agreement that are specific to this new title, and the parties have met and reached an understanding as to a language change;
6. WHEREAS the City recognizes that the role of Emergency Medical Technician – Advanced has become an essential function of the jobs of Firefighter, Fire Apparatus Operator, and Fire Captain, and that these job titles should receive compensation for the certification. Therefore, Firefighters, Fire Apparatus Operators, and Fire Captains shall maintain the Emergency Medical Technician - Advanced certification and be required to provide emergency medical care as an essential job function. Employees shall be compensated for this job function in their base pay instead of a special pay. The parties have met and reached an understanding as to a language change; and

NOW THEREFORE, for and in consideration of the covenants and agreements herein contained and for other valuable consideration, the receipt of which is hereby specifically acknowledged, the parties agree as follows:

1. Amend Section 1- ADMINISTRATION Article N - PERSONNEL REDUCTION

Add the paragraph below:

For purposes of this Article, firefighters and firefighter/paramedics are an equivalent level in the "career ladder" as defined in City of Sparks Civil Service Regulations (currently listed as Chapter VIII Lay-Off Procedure). This clause shall be in effect as long as any employee occupies the position of Firefighter.

2. Amend Section 2 – PAY Article B – PAY INCREASES

Add language as noted below:

All Firefighters employed by the City shall be paid according to this Agreement effective July 1, 2015 through June 30, 2017. The step advancement system shall be based on objective testing standards. Firefighters shall be paid and be confirmed by the City in the following manner:

- a. At the completion of a twelve (12) month probationary period, an employee in the job classification of Firefighter, ***Firefighter/Paramedic***, or Fire Prevention Inspector I whose service has been certified as satisfactory by the employee's immediate supervisor, shift supervisor and Fire Chief or designee shall be deemed a classified employee, however, the probationary period may be extended as per Civil Service Rules. A Firefighter,

Firefighter/Paramedic, or Fire Prevention Inspector I hired at range minimum shall receive a step increase to Step 2, but the employee shall have successfully completed the objective examination as administered by the Fire Department.

b. The City shall from time to time establish, with the approval of the Sparks Civil Service Commission, job descriptions for the Firefighter, **Firefighter/Paramedic**, and Fire Prevention Inspector I/II job classifications and provide each employee with a copy of the job description for the employee's position. The job description shall state the principal assignments and responsibilities of an employee and shall be used as the basis for evaluating the employee's job performance along with the other factors utilized in the City's evaluation process.

c. An entry-level probationary employee shall be given a work performance evaluation at the end of the 3rd, 6th, 9th, and 12th months of the employee's probationary year.

d. When a work performance evaluation during the probationary year, rates a Firefighter, **Firefighter/Paramedic**, or Fire Prevention Inspector I's performance substandard, the Fire Chief or designee shall discuss the report with the employee and set forth a written plan specifying the area(s) of deficiency, steps to be implemented to correct the area(s) of deficiency, and the scheduling of monthly or other periodic follow-up evaluations to monitor the employee's work performance.

e. At the completion of the Firefighter or **Firefighter/Paramedic's** second year of employment, said employee shall receive a step salary increase to Step 3, but the employee shall have successfully completed the objective examination as administered by the Fire Department.

At the completion of the Fire Prevention Inspector I's second year of employment, an employee who has successfully completed the objective examination as administered by the Fire Department will be assigned as Fire Prevention Inspector II and shall receive a salary increase to Step 3 of the Fire Prevention Inspector II salary range.

f. At the completion of the Firefighters, **Firefighter/Paramedic**, or Fire Prevention Inspector's third year of employment, said employee shall receive a step salary increase to Step 4, but the employee shall have successfully completed the objective examination as administered by the Fire Department.

3. Amend Section 2 - Pay Article E-SPECIAL DUTIES PAY

Delete the following section:

~~2. EMT Intermediate Pay: Fire suppression personnel who obtain, possess, and/or maintain an ILS/Emergency Medical Technician (Intermediate) Certification from the State of Nevada including any ongoing education and training requirements imposed by the Sparks Fire Department will receive special duty pay equal to three and one half percent (3.5%) of the top step Firefighter base pay paid biweekly so long as the City continues to operate and fund the ILS program. Employees in the position of Firefighter, Fire Apparatus Operator and Fire Captain and excluding all other classifications represented under this Agreement are eligible for this benefit. As of January 1, 2016, all employees earning this incentive shall have transitioned to Advanced EMT level or above.~~

Replace deleted language with the following language:

2. *Emergency Medical Technician* – The City has determined that Nevada Advanced Emergency Medical Technician (EMT-A) certification is an essential function of the jobs of Firefighter, Fire Apparatus Operator, and Fire Captain. Effective the first full pay period after this memorandum of understanding (MOU) is approved by the Sparks City Council, any Fire Captains, Fire Apparatus Operators or Firefighters who, at the time of approval of the MOU, are EMT-A certified must maintain this certification as a job requirement and condition of continued employment. Those individuals who have a current EMT-A shall and are on 112 hours schedule -receive \$.82 per hour increase in their base pay (see Appendix A). For those employees, who have a current EMT-A and are on an 80 hour schedule receive a \$1.28 per hour in their base pay (see Appendix A). The only exception from both the requirement to maintain the EMT-A and the \$.82 per hour increase are Fire Apparatus Operator Barr and Fire Captain Macaulay until such time as they have received an EMT-A certification or retire/resign from the City of Sparks. The City agrees to pay for the cost of renewal of EMT-A certificate.

Add a new section 3 to Special Duties pay for Paramedic/Firefighter Pay:

- a. *Paramedic Pay-Firefighter/Paramedics. Effective the first full pay period after the Fire Chief deems the Fire Department ready to provide paramedic service to the City of Sparks (with a target date of April 3, 2017), Firefighters who wish to transfer to the position of Firefighter/Paramedic and who have the proper Paramedic certification and Nevada License may do so by making the election to Human Resources. This assignment will require a three year commitment from the firefighter during which time the Nevada paramedic certification must be maintained. After three years, those individuals who have elected to take the position of Firefighter/Paramedic may elect to subsequently renew such commitment every three years or return to the position of Firefighter. Such election to return to firefighter shall result in the applicable decrease in pay as set forth in Appendix A. Firefighters must maintain the EMT-A certification in accordance with section 2, paragraph 2.*
- b. *New hires after January 1, 2017, who are hired in or assigned to the position of Paramedic/Firefighter must possess and maintain their Nevada Paramedic certification while in the position of Paramedic/Firefighter. The pay rates for Firefighter Paramedic are set forth in Appendix A.*
- c. *Paramedic Pay - Effective the first full pay period after the Fire Chief deems the Fire Department ready to provide paramedic service to the City of Sparks (with a target date of April 3, 2017), consistent with other special duty pay practices, all current Fire Captains and Fire Apparatus Operators who possess a Nevada Paramedic certification and choose to perform the duties associated with Paramedic special duties will be required to sign an initial three-year commitment letter to maintain said Nevada Paramedic certification, with subsequent renewals for a period of three years.*
- d. *Fire Captains and Fire Apparatus Operators who possess and maintain a Paramedic certification and a Nevada License and comply with the licensing requirements of paramedic certification, including any ongoing education and training requirements imposed by the Sparks Fire Department, and choose to sign the three year commitment letter shall receive the following additional special pay at the following schedule:*

<i>Title</i>	<i>Percent of employee's base pay (excluding all other special pays)</i>
<i>Fire Apparatus Operators</i>	<i>3.0%</i>
<i>Fire Captain</i>	<i>3.0%</i>

The City agrees to pay for all associated costs of renewal of Nevada Paramedic certificate for Firefighter/Paramedics, and those Fire Apparatus Operators and Fire Captains who maintain their paramedic license

4. Section 2-Pay Article F ACTING TEMPORARY PAY subsection 2

Add the following sentence to subsection 2:

At no time will the acting pay exceed the pay of the top step of the higher classification.

5. Section 3 - Term

The term of this MOU expires on the termination of the current collective bargaining agreement, on June 30, 2017 unless otherwise agreed to by the parties.

6. Appendix A

Replace the current Appendix-A dated 7/11/2016 with:

APPENDIX A – Job Class and Salary Wage Ranges*

Effective Dates: changes effective the beginning of the first full pay period after approved by City Council, except in the case of Firefighter Paramedic. This position will be effective with approval of City Council and the beginning of the first pay period after the Fire Chief determines that the Paramedic program is ready to begin (with a target date of 4/3/17)

Firefighter Paramedic		
Pay Step	Hourly Rate	Annual Rate
112- Step 1	\$21.75	\$63,336
112- Step 2	\$22.96	\$66,860
112- Step 3	\$24.23	\$70,558
112- Step 4	\$25.93	\$75,508
80-Step 1	\$33.87	\$70,450
80-Step 2	\$35.77	\$74,402
80-Step 3	\$37.75	\$78,520
80-Step 4	\$40.44	\$84,115

Firefighter - including EMT-A in base pay		
Pay Step	Hourly Rate	Annual Rate
112- Step 1	\$20.42	\$59,463
112- Step 2	\$21.56	\$62,783
112- Step 3	\$22.75	\$66,248
112- Step 4	\$24.35	\$70,907
80-Step 1	\$31.80	\$66,144
80-Step 2	\$33.59	\$69,867
80-Step 3	\$35.45	\$73,736
80-Step 4	\$37.97	\$78,978

Fire Apparatus Operator including EMT-A in base pay		
Pay Step	Hourly Rate	Annual Rate
112- Step 1	\$22.89	\$66,656
112- Step 2	\$24.82	\$72,276
112- Step 3	\$25.50	\$74,256
112- Step 4	\$26.68	\$77,692
80-Step 1	\$35.63	\$74,110
80-Step 2	\$37.65	\$78,312
80-Step 3	\$39.74	\$82,659
80-Step 4	\$41.60	\$86,528

Fire Apparatus Operator - Doug Barr Only (No EMT-A Pay)		
Pay Step	Hourly Rate	Annual Rate
112- Step 1	\$22.07	\$64,268
112- Step 2	\$24.00	\$69,888
112- Step 3	\$24.68	\$71,868
112- Step 4	\$25.86	\$75,304
80-Step 1	\$34.35	\$71,448
80-Step 2	\$36.37	\$75,650
80-Step 3	\$38.46	\$79,997
80-Step 4	\$40.32	\$83,866

Fire Captain - including EMT-A in base pay		
Pay Step	Hourly Rate	Annual Rate
112- Step 1	\$26.41	\$76,906
112- Step 2	\$27.96	\$81,420
112- Step 3	\$28.97	\$84,361
112- Step 4	\$30.30	\$88,234
80-Step 1	\$41.19	\$85,675
80-Step 2	\$43.61	\$90,709
80-Step 3	\$45.13	\$93,870
80-Step 4	\$47.27	\$98,322

Fire Captain - William Macaulay II Only (No EMT-A Pay)		
Pay Step	Rate	Annual Rate
112- Step 1	\$25.59	\$74,518
112- Step 2	\$27.14	\$79,032
112- Step 3	\$28.15	\$81,973
112- Step 4	\$29.48	\$85,846
80-Step 1	\$39.91	\$83,013
80-Step 2	\$42.33	\$88,046
80-Step 3	\$43.85	\$91,208
80-Step 4	\$45.99	\$95,659

Assistant Fire Marshal		
Pay Step	Hourly Rate	Annual Rate
Step 1	\$39.91	\$83,013
Step 2	\$42.33	\$88,046
Step 3	\$43.85	\$91,208
Step 4	\$45.99	\$95,659

Fire Plans Examiner/Inspector		
Range	Hourly Rate	Annual Rate
Minimum	\$30.52	\$63,482
Maximum	\$33.39	\$69,451

Fire Prevention Inspector I		
Pay Step	Hourly Rate	Annual Rate
Step 1	\$30.52	\$63,482
Step 2	\$32.31	\$67,205

Fire Prevention Inspector II		
Pay Step	Rate	Annual Rate
Step 3	\$34.18	\$71,095
Step 4	\$36.17	\$75,234

Fire Prevention Inspector III		
Pay Step	Hourly Rate	Annual Rate
Step 1	\$33.86	\$70,429
Step 2	\$35.84	\$74,547
Step 3	\$37.91	\$78,853
Step 4	\$39.73	\$82,638

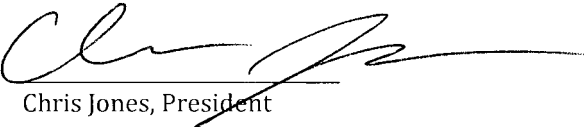
* Dollar Amounts are rounded. For exact wage amounts, refer to the City of Sparks' "Position Report by Title"

This Memorandum of Understanding shall take effect upon approval by the parties and be valid through and including June 30, 2017.

IN WITNESS WHEREOF, The City of Sparks and International Association of Firefighters Local No. 1265 have caused these present to be duly executed by their representatives this ____ day of _____, 2017.

International Association of Firefighters
Local No. 1265

City of Sparks

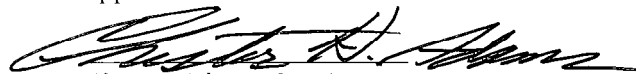

Chris Jones, President

Geno Martini, Mayor

Attest:

Approved as to Form:

Teresa Gardner, City Clerk


Chester Adams, City Attorney