


Memorandum of Understanding – OT by Hours

The Department of Fire-Rescue and IAFF, Local 587 agree to pursue modifying the current Overtime Hiring Procedures by changing selection criterion from the "Last Date Worked" to a system based upon "Overtime (OT) Hours Worked", as outlined below. It is agreed that the following changes shall be implemented to effectuate the change:

- 1) All Department overtime (OT) lists shall be merged into one main list; the most recent date worked from any list shall be entered in the appropriate field.
- 2) A new field shall be created for current types of OT assignments (i.e. – staffing, off duty events, FPB assignments, long term deployment, etc.).
- 3) A field will be added to the overtime database for a running total of OT hours worked.
- 4) All overtime worked by members will count towards their running total of OT hours worked.
- 5) The sort order shall be OT hours first, last date worked second, and Department seniority (Firefighters) / seniority within rank (Officers) third.
- 6) At the initial startup of the new list the order shall be listed by last OT date worked (those not working the longest at the top). Each member will receive a zero (0) in the "OT Hours" field.
- 7) On January 1st of every even year starting in 2004 (2006, 2008, 2010...) the OT hours worked field shall be reset to zero (0) for all members and the list will be sorted by last date worked.
- 8) At the time probationary firefighters attain permanent status, their names will be automatically added to the overtime list. These members will be credited with one hour more than the last member on the list and placed on the list in seniority order (if others become permanent at the same time).
- 9) Prior to being allowed to work overtime, new members will be required to contact their Battalion Chief and Special Events Coordinator using a city communication expeditor (or other department approved communication) indicating the following:
 - a) Their current assignment
 - b) What type of certification(s) they have (i.e. Diver, Paramedic, TRT, etc.) and
 - c) Which type(s) of overtime (i.e. staffing, Special Events, etc.) they are interested in working.
- 10) Members already on the overtime list are required to contact their Battalion Chief and Special Events Officer using a city communication expeditor (or other department approved communication) when there are any changes in the status of their certifications. Promotions and/or changes in assignment will be automatically updated by the city.



- 11) FCIO assigned personnel and swing Lieutenants trained to work at FCIO shall receive preference to work FCIO overtime assignments when there are no qualified FCIO employees on duty and overtime personnel are being hired.
- 12) All ALS assigned Captains shall be eligible to work any ALS Captain's position.
- 13) Those turning down assignments will be credited with 6 hours for an off duty event and 12 hours for staffing assignments.
- 14) Members scheduled for an assignment, who cancel or call in sick within 24 hours of the OT assignment shall be credited with the hours as designated in #13 on the first instance. If there is a second instance within six (6) months of the first instance, the member will be credited with 12 hours for an off duty event and 24 hours for a staffing assignment. If a third instance occurs within one (1) year of the first instance, the member shall be removed from the list for a period of one year.
- 15) Any member waiting for staffing OT who leaves prior to 0830 hours will receive 12 hours of OT credited on the first instance. If there is a second instance within six (6) months of the first instance, the member will be credited with 24 hours credit. If a third instance occurs within one (1) year of the first instance, the member shall be removed from the list for a period of one year.
- 16) For tracking purposes on the OT List, any fraction of hours worked over one half will be rounded to the next highest hour, anything one half hour or less will be rounded to the lower hour.
- 17) A viewable copy of the OT list(s) shall be posted on the Firenet prior to the implementation of the "OT by Hours" system.
- 18) When personnel are scheduled for off duty event work assignments the hours shall be credited to their "hours" field at the time of assignment and will be adjusted if the event is cancelled or the hours worked is different than when the event was originally scheduled.

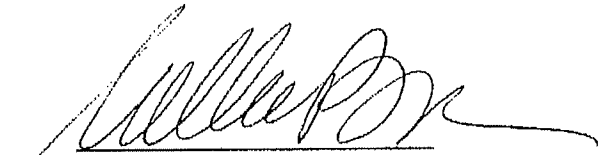
All other procedures shall remain the same. Any issue arising from the new process shall be dealt with through the Labor Management process prior to using other forums.

Agreed to on this date of 9/18/02



Ed Pidermann, President
Local 587

WWB/acp



William Bryson, Fire Chief
Department of Fire Rescue