

AGREEMENT

By and Between

CITY OF ANACORTES, WASHINGTON

and

**INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
LOCAL NO. 1537**

January 1, 2018 through December 31, 2020

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ARTICLE 1- AGREEMENT

This Agreement is entered into by the City of Anacortes, hereinafter referred to as the "City", and Local No. 1537, International Association of Fire Fighters, hereinafter referred to as the "Union", governing wages, hours and working conditions of employment of the members of the Anacortes Fire Department.

ARTICLE 2 - PURPOSE

The purpose of this Agreement is to increase the general efficiency of the Fire Department and its personnel, to promote morale and protect the rights, well-being and the security of the Fire Department's permanent employees. To accomplish the foregoing, the parties hereto agree to the following Articles within this Agreement.

ARTICLE 3 - RECOGNITION

The City recognizes the Union as the sole, exclusive bargaining agent for the purpose of establishing salaries, hours and working conditions for all members of the Anacortes Fire Department who are scheduled for shift work. The following positions will be exempt from the bargaining unit: the Fire Chief, the Assistant Fire Chiefs, Division Chiefs, Secretary/Administrative Assistant, and Volunteer Fire Fighters.

ARTICLE 4 - MANAGEMENT RIGHTS

(a) The Union recognizes the prerogatives of the City to operate and manage its affairs in all respects in accordance with its responsibilities and powers of authority subject to the provisions of this Agreement, and applicable law.

(b) The City has the right to schedule overtime work as required in a manner most advantageous to the Department and consistent with requirements of municipal employment and public safety.

(c) The parties understand and agree that the statements in employee's job descriptions are not an all-inclusive listing of their work requirements. Individuals may perform other duties as assigned including work in functional areas to cover absence or relief, to equalize peak work periods or otherwise to balance the workload in the Fire Department.

(d) The City reserves the right to lay off personnel for lack of funds; or for the occurrence of conditions beyond control of the City. In the case of personnel reduction, the employee with the least seniority shall be laid off first. The City shall have the right to determine reasonable schedules of work and to establish methods or processes by which such work is performed in accordance with Article 22 of this Agreement.

ARTICLE 5 - DUES CHECK OFF

The Employer will deduct from each employee's paycheck once each pay period the uniform, regular monthly Union dues for each employee in the bargaining unit who has filed with the Employer a voluntary effective check-off authorization. Such dues shall be forwarded to the Union at an address designated by the Union.

A Union member desiring to revoke the dues check-off may do so by written notice to the Employer at any time during the ten (10) day period prior to the annual anniversary date of the Agreement, in each year during the life of the Agreement.

The actual dues amount deducted, as determined by the Union, shall be uniform in nature for each employee in order to ease the Employer's burden of administering this provision. The Union shall provide the City signed authorization by the employee to deduct union dues from the employee's paycheck.

If the employee has no earnings due for that period, the Union shall be responsible for collection of dues. The Union agrees to refund to the employee any amounts paid to the Union in error on account of this dues deduction provision. The Union may change the fixed uniform dollar amount, which will be considered the regular monthly fees once each year during the life of this Agreement. The Union will give the Employer thirty (30) days written notice of any such change in the amount of uniform dues to be deducted.

ARTICLE 6 - UNION MEMBERSHIP

(a) It shall be a condition of employment that all employees of the City covered by this Agreement who are members of the Union in good standing on the effective date of this Agreement shall remain members in good standing and those who are not members on the effective date of this Agreement shall, on or before the thirtieth (30th) day following the effective date of this Agreement, become and remain members in good standing in the Union.

(b) It shall also be a condition of employment that all new employees covered by this Agreement and hired on or after its effective date shall, on the thirtieth (30th) day following the beginning of such employment, become and remain members in good standing in the Union. Provided, objections to joining the Union which are based on bona fide religious tenets or teachings of a church or religious body of which such employee is a member will be observed. Such employee shall pay an amount of money equivalent to regular Union dues and initiation fee to a non-religious charity or to another charitable organization mutually agreed upon by the employee affected and the bargaining representative to which such employee would otherwise pay the dues and initiation fee. The employee shall furnish written proof that such payment has been made. If the employee and the bargaining representatives do not reach agreement on such matter, the Public Employment Relations Commission shall designate the charitable organization.

(c) The Union shall indemnify and save the Employer harmless against any claims arising by reason of action taken to comply with this article.

ARTICLE 7 - NON-DISCRIMINATION

Neither the Employer or the Union shall discriminate against any employee because of race, sex, age (over 40), religion, creed, color, national origin, pregnancy, marital status, sexual orientation, physical or mental disability, gender identification, status as an honorably discharged veteran, Union membership, Union activity, or any other characteristic protected by law. Claims brought pursuant to this article shall be processed through the appropriate federal or state agency.

ARTICLE 8 - BARGAINING RIGHTS

(a) There shall be no unilateral changes in wages, hours, or working conditions.

(b) Any changes in the aforementioned shall be made pursuant to the collective bargaining laws of the State of Washington as administered by the Public Employment Relations Commission.

(c) This article includes provisions of policies or standard operating procedures which affect wages, hours, and/or working conditions not otherwise addressed in this agreement.

ARTICLE 9 - UNION BULLETIN BOARDS

(a) The City agrees to post a bulletin board for Union notices in a conspicuous place at each fire station.

(b) The Union agrees to cooperate with the Employer to ensure materials posted are not of an offensive nature.

ARTICLE 10 - CIVIL SERVICE STATUTES

(a) Nothing contained in this Agreement shall prevent the City from proceeding in accordance with applicable Civil Service statutes, rules and regulations. All bargaining unit employees shall be subject to such statutes, rules and regulations.

(b) Any changes in the Employers or the Civil Service Rules and Regulations affecting Mandatory Subjects of Bargaining shall be made in accordance with RCW 41.56 or other applicable statutes.

ARTICLE 11 - GRIEVANCE

Any disputes arising under this Agreement shall be settled in this Article provided that no employee shall avail himself or herself of this Article if appealing a dispute to the Civil Service Commission. Any bargaining unit member who is the subject of disciplinary action may complain to the Union and may elect to pursue a grievance regarding disciplinary action through the grievance procedure of this Article or through the Civil Service Commission, but not both.

Grievance Defined: A grievance is defined as a dispute or claim of wrongful action involving the interpretation or application of terms of this Agreement raised by a grievant against the employer.

Grievant Defined: A grievant may be an employee, group of employees or the Union who shall under the terms of this Agreement put forth, in writing, to the Employer a grievance.

Union Defined: For the purposes of this Article, Union shall mean Union Representative, President, and/or Shop Steward.

Business Day Defined: A calendar day exclusive of Saturday, Sunday, or official holiday.

General Provision: Grievances being heard through this procedure must have been submitted at step #2 within fifteen (15) business days of the grievant becoming aware of the act or omission giving rise to the grievance, or within 15 days of the date the grievant reasonably should have been aware of the act or omission.

Failure of either party to adhere to time limits shall result in the grievance being moved to the next step in the procedure. Time limits may be extended by mutual written agreement

Step 1

The grievant may attempt to settle the dispute or disagreement informally, orally or in writing at the lowest level possible. The grievant may request the presence of a Union representative.

Step 2

If the grievance is not settled in Step #1, the grievant shall submit the grievance in writing to the Fire Chief. Such written grievance shall clearly indicate the act or omission giving rise to the grievance, provisions, if any, of the Collective Bargaining Agreement violated, statements of fact, and remedy requested. The Fire Chief shall within ten (10) business days make written response. If the response is to deny the claim, it should contain justification including any disagreements with the Union's statements of fact.

Step 3

If the grievance is not settled in Step 2, the grievant may submit the grievance within ten (10) business days to the Mayor who shall within ten (10) business days render a decision.

Step 4

If the grievance is not settled at this point, by mutual agreement the Parties may request the services of a mediator prior to implementing Step 5. Timelines in the Step procedures shall be modified to allow the mediation process.

Step 5

If the grievance is not settled in Step 3 or 4, the grievant may submit the grievance to arbitration. The union shall within fifteen (15) business days of receipt of the Mayor's decision notify the employer in writing of intent to arbitrate.

Arbitration:

Within ten (10) business days of notification of intent to arbitrate the Union president or designee and the Mayor or designee shall meet and choose an arbiter to hear the grievance.

If the parties cannot agree upon an arbiter within the said ten (10) days, a list of nine (9) arbiters shall be requested from the American Arbitration Association. Upon receipt of the list of requested arbiters, the parties shall meet within 20-business days to alternately strike names from the provided list. The parties shall flip a coin to determine who will strike the first name. Should the Employer refuse to strike within the 20-day period, the Union may choose the arbiter from a list provided. Should the Union refuse to strike within the 20-day period, the grievance shall be deemed to have been abandoned.

The fees and expenses of the arbiter shall be divided equally between the Employer and Union. Each party shall compensate its own representative and witnesses.

The arbiter shall have no authority to amend, modify or change in any way this Agreement.

The decision of the arbiter shall be final and binding upon all parties.

**ARTICLE 12 – EMPLOYEE CLASSIFICATIONS, PROMOTIONS, FIRE OFFICER
TRAINING & VACANCIES**

a) Employee Classifications

- a. Firefighter/EMT
- b. Firefighter/Paramedic
- c. Lieutenant

b) Promotions

- a. All promotions within the bargaining unit shall be by competitive examination, shall be impartial and shall relate to those matters which test the candidate's ability to perform the tasks listed in the job description for the position.
- b. The following procedures shall govern all promotions within the bargaining unit:
 - i. Three years of full time regular employment with the Anacortes Fire Department is required prior to the eligibility list being certified to test for lieutenant.
 - 1. Prior experience in a full time position delivering fire protection and emergency medical services can substitute 6 months credit for every year of employment provided that Anacortes probationary requirements are satisfied; OR
 - 2. Prior experience as an Anacortes Fire Department volunteer delivering fire protection and emergency medical services may substitute 3 months credit for every year of volunteer service provided that Anacortes probationary requirements are satisfied.
 - ii. IFSAC Fire Officer I, Fire Instructor I, ICC Fire Inspector I, and currently adopted ICS certifications are required prior to successful completion of the lieutenant probation.
 - iii. The promotional list for Lieutenant shall be maintained for twenty-four (24) months. Should all candidates on the promotional list be promoted, the Employer shall establish a new list.
- c. In preparation for the creation of each examination, the City shall inform the Union of any meetings relating to the promotional process. A Union representative may, at their option, attend and participate in the meeting or meetings, to discuss exam content, date, place and time of exam; and details regarding how the exam(s) will be scored. Such representatives shall not participate in the examination. Announcements for promotional examinations and resource materials for the examinations shall be posted at each Fire Station sixty (60) days prior to the closing date for application. Applications received after the closing date will not be considered. Prior to administration of any exam, either party may request the exam be reviewed by an outside agency to ensure the exam is consistent with the position for which is being tested. The outside agency shall be the City of Mt. Vernon Fire Department. The parties may elect to use another agency

by mutual agreement. This review shall consist of an administrative officer and a union representative.

All applicants will be notified of their final score and relative standing on the promotional list the next business day following an official Civil Service Commission meeting. An unofficial test score of each candidate shall be presented no later than thirty (30) days after testing. Promotions shall be made according to the employee's relative standing on the promotional list, with the employees at the top of the list being given first opportunity to accept the promotion.

- d. Upon promotion, an employee shall be subject to a one (1) year probation period. During this period said employees shall receive at least quarterly evaluations by the employee's immediate supervisor. In the event that said employee fails to pass their probationary period, said employee shall return to their previous position without loss of seniority and with the wages and benefits of that previous position.

c) Vacancies

- a. When the City determines a temporary vacancy exists in a promotional position; said vacancy shall be filled within a reasonable amount of time. Temporary appointments will first be offered to those employees on a current eligibility list. The appointment will be offered in relation to their standing on the list. In the event there is not a current eligibility list, the vacancy shall be temporarily appointed by the Chief.

d) Fire Officer Training

- a. Existing Officers and those on a current promotional eligibility list may attend fire officer development training in an overtime status while off duty. This may include core curriculums for Fire Officers as described by NFPA and/or IFSAC, as well as other workshops, presentations, courses, or classes approved by the department.

ARTICLE 13 - WORKING OUT OF CLASSIFICATION

When an employee is assigned as an upgrade lieutenant, the employee shall be paid the equivalent of the first step annual lieutenant rate divided by the annual scheduled hours of work. This is to account for the difference in annual scheduled hours of work between 12 hour and 24 hour shift employees.

Employees will be assigned in the following order:

1. Highest ranking employee from the current promotional list.
2. Employees by seniority who have successfully achieved the Department's upgrade requirements, successful completion of probationary period, and two years full time experience with Anacortes fire. Prior experience may be substituted per the promotional standards.
3. Employees deemed otherwise qualified by the Fire Chief.

ARTICLE 14 - VACATION

All bargaining unit employees shall be granted vacation after years of employment as follows:

Service Period	Vacation Accrual
First Calendar Year through 4	12 hours per month
Calendar Years 5 through 9	18 hours per month
Calendar Years 10 and over	25 hours per month

Employees on leave without pay status will not accrue vacation.

The maximum allowable accumulation of vacation shall not exceed 300 hours. Any vacation earned and not taken in excess of the maximum shall be forfeited. The City shall grant vacation based on seniority of employment provided vacation requests are submitted prior to December 15th of each year for vacations scheduled to occur January 1st through December 31st of the following year. Requests submitted after December 15th of each year will be allocated on a first-come, first-served basis. Vacation requests shall be approved by the Fire Chief based upon the efficient operation of the Anacortes Fire Department. The City shall waive the maximum carry-over restrictions if the employee is required to cancel scheduled vacation due to requirements of the City.

The City shall grant vacation and Kelly days based on seniority of employment provided vacation and Kelly Day requests are submitted prior to December 15th of the previous year.

Each employee shall be allowed a maximum of 72 hours per year where an overtime impact may be created by taking vacation while another employee is on military leave, vacation, or Kelly day.

If any members of the bargaining unit are military reservists or members of the National Guard, vacation and Kelly day picks shall be conducted in accordance with Article 19 instead of this article.

Vacation Buyout Employees may elect to have their accrued vacation balance that exceeds 200 hours cashed out and deposited into a deferred compensation account. Maximum deferral is 80 hours per year. The employee must notify payroll in writing by November 20th of each year for distribution on the December 5th payday.

ARTICLE 15 - BEREAVEMENT LEAVE

Bereavement leave is paid time away from work taken to attend the funeral and matters associated with the death and funeral of a close relative. A close relative shall be defined as an employee's spouse, son, daughter, father, mother, sister, brother, grandparent, or grandchild. The employee's spouse's mother, father, sister, brother, grandparent, or grandchildren are also included.

24 Hour Shift Employees: In the event of the death of a close relative of a bargaining unit employee, such employee shall be granted, without loss of pay, forty-eight (48) hours off. If the employee will travel from the employee's home to the funeral or memorial service and if the travel exceeds two hundred (200) miles each way, the employee shall be granted seventy-two (72) hours off without loss of pay.

12 Hour Shift Employees: In the event of the death of a close relative of a bargaining unit employee, such employee shall be granted, without loss of pay, thirty-six (36) hours off. If the employee will travel from the employee's home to the funeral or memorial service and if the travel exceeds two hundred (200) miles each way, the employee shall be granted forty-eight (48) hours off without loss of pay.

ARTICLE 16 - SICK LEAVE

(a) Regular full-time bargaining unit employees shall accrue sick leave at their regular straight-time rate of pay at the rate of 12 hours of leave for each calendar month of continuous service to a maximum of one thousand four hundred forty (1,440) hours accumulation.

(b) Sick Leave Buyout: Upon retirement, each bargaining unit employee shall receive 25% of their accrued sick leave balance.

(c) With the exception of the above, sick leave is intended for actual illness or injury to an employee or dependent child or for care for a spouse, parent, parent-in-law, or grandparent who has a serious health condition or emergency condition. If there is reasonable suspicion of an employee abusing sick leave benefits, the City may require verification of an illness/injury from the employee's physician. The Union does not condone abuse of sick leave. Should a concern over perceived sick leave abuse arise, the Union and the Employer agree to meet and confer on the problem and solution.

ARTICLE 17 – VOLUNTARY PHYSICAL FITNESS PROGRAM & SICK LEAVE BUY BACK

The City and the Union recognize that a physically fit workforce can reduce illness and injuries requiring the use of sick leave. A sick leave buyback provides incentive to reduce the use of sick leave.

The City and Union agree to utilize the US Navy’s physical readiness test (<http://navy-prt.com/>) as the basis for determining standards and criteria for the physical fitness incentive. It is understood that the military’s physical fitness standards may change over time and that the most current standards will be the basis of the evaluation. Employees are encouraged, but not required, to participate in the physical fitness assessment conducted by the department and shall be given two opportunities each year (once in the Spring and once in the Fall) to perform the test on their assigned shift. Employees will be provided a 60 day advance notice of the testing dates.

The Physical Readiness Testing (PRT) events are two minutes of push-ups, two minutes of sit-ups, and either a timed 1.5-mile run, or a 12 minute max calorie burn on a stationary bicycle. The results from each event are assigned a point value based on the employee’s age, gender and the amount of repetitions or time elapsed (converted from calories burned for the bicycle) for each event. A minimum score of 50 points is required in each of the three events in order to qualify for the physical fitness incentive.

Those employees who meet the standard in a given year shall receive a percentage of their accrued sick leave bought out at retirement. Each year that employees participate successfully in the program they earn an additional percentage of sick leave buyout. For example, an employee who earns 220 points on the test every year for 10 years would have the ability to have 20% of the accrued sick leave bought out (10 years @ 2% benefit level). This benefit is in addition to the sick leave buyout provision upon retirement (Article 16). Note: Sick leave buyout shall not exceed 100% when combining the sick leave buyback provision and the physical fitness incentive.

Physical Fitness Score

Cumulative Score	Test Score by Percent	Sick Leave Percentage Buyback at Retirement
180	60	1
210	70	2
240	80	3

ARTICLE 18 - LIGHT DUTY

- (a) Light duty shall be made available to Employees who are sick, injured or disabled and who have been released by their physician to work light duty if there is work available and suitable. Management retains the ability to require employees who are sick, injured, or disabled and who have been released by their physician to work light duty. Priority will be given to employees who are injured on the job. Employees on light duty are scheduled to work forty (40) hours per week during administrative hours and their wage will be determined by their annual base salary divided by 2080.
- (b) Employees working light duty shall perform work, as assigned by the Chief, which is non-combat work consistent with the type normally performed by the bargaining unit. Non-combat work shall be considered that which the attending physician has not restricted the Employee from performing.
- (c) During the light duty schedule, Employees shall continue to accrue leave according to their regular shift.
- (d) The position of light duty will be authorized in 30 day increments provided that there are sufficient and compatible non-combat duties to be performed. A light duty position may not exceed 6 months. If the employee cannot return to their normal duties after this six (6) month period, the employee must use accumulated sick leave prior to going on leave without pay.

ARTICLE 19- OTHER LEAVES

- (a) **Military Leave** The City and the Union comply with all applicable Federal and State regulations pertaining to Military leave for public employees. These regulations include, but are not limited to, USSERA and RCW 40.060.
 - a. **Primary Picks** The seniority based vacation and Kelly day request deadline is September 15th. Accordingly, the period available for seniority based requests is October 1st through September 30th to coincide with the military calendar. Known military leave will be scheduled following the initial vacation and Kelly day choices. The City agrees to cover prescheduled military leave days with overtime as necessary.
 - b. **Secondary Picks** Following the September 15th deadline, additional military leave will be approved in a manner similar to secondary vacation requests. Military leave will take precedence over vacation requests that are not yet approved. Employees who request vacation over a military leave day would be subject to deduction from the 72 hour bank of overtime over Kelly or military leave days.

Military employees are to provide notification of scheduled drills, annual training, and activations as soon as is practical and are encouraged to consider utilizing shift trades, vacation, and Kelly day scheduling to minimize the impact of military absences.

- (b) **Jury/Witness Leave** If an employee serves on jury duty or is required to attend court as a witness while on duty, their regular salary will be continued for the length of actual court attendance. Any compensation, excluding travel or meal allowance, received by employees as a result of their jury duty shall be turned in to the City. An employee assigned to jury duty on their regular assigned shift, once relieved from actual jury duty, shall report back to work to complete the remainder of their regular shift.
- (c) **Shift Trades** Employees may initiate shift trades which must be pre-approved by the Fire Chief.

ARTICLE 20– UNION LEAVE

- (a) **Union Leave Accrual** For each employee, one hour of vacation will be transferred to their union leave bank each month until 14 hours have accrued. After 14 hours have accrued, the one hour will be redirected to the employee's vacation balance. When the union leave balance falls below 14 hours the union leave accrual resumes.

The Union Leave bank is visible on the pay stub and designated as Union Leave. The establishment of a Union Leave Bank was to ensure that all IAFF union members equally contribute time to a bank which is to be utilized to provide compensation for Union members who are conducting union business.

- (b) Union leave cannot be used before it is accrued.
- (c) Union leave requests shall be scheduled following the same protocol as vacation scheduling. Union leave will be submitted on the leave request form and approved by signature of the Chief and the Union president. The Union leave must be taken within 30 days of the union business conducted. The form will be attached to the employee's timesheet and the number of hours will be entered on the individual's timesheet under the line titled "Union Leave."
 - a. On receipt of the timesheet and leave request, payroll will calculate how much leave is needed from each IAFF member's bank to account for the union leave time. Members will contribute equal hours from their leave banks unless a member does not have enough hours in his bank.
- (d) Upon termination or retirement, Union members are eligible for pay out of their Union Leave balance, following the same guidelines as vacation is paid out. The maximum "buyout" of vacation and union leave will not exceed the maximum allowed for vacation per the personnel policies and/or the bargaining agreement. Employees are not able to access Union leave, except as approved by the Union President and the Fire Chief following the guidelines established here, or upon termination or retirement. For example, if an employee utilizes all of their accrued

vacation or sick leave, they would not be able to access their union leave balance.

ARTICLE 21 - HOLIDAY PAY

The City shall compensate each employee 160 hours of pay in lieu of holidays. The payment will be paid in the last pay period in October as compensation for the holidays that occur within that year. Holiday pay is paid at straight time.

Holiday pay will be prorated for employees who work a partial year. For example, an employee who works 50% of the year will receive 50% of the holiday pay.

ARTICLE 22- WORKWEEK

24 HOUR SHIFT EMPLOYEES

The FLSA cycle begins on December 29, 2017.

Section 1 The shift schedule for fire suppression personnel shall consist of eight (8) twenty-four (24) hour shifts in each twenty-four (24) day FLSA cycle.

Section 2 Administration of Kelly Days – Employees select Kelly Days by seniority based on date of hire with annual first-round vacation picks. There are 15 full FLSA cycles each year. Hours are reduced by employees selecting one of their 14 Kelly days (24 hours each) or a vacation day (24 hours) within each FLSA cycle. Only one (1) employee may schedule a Kelly Day on any given day.

The Chief shall approve Kelly days based on seniority.

Kelly Days may be traded between employees within the same FLSA cycle provided that the trade meets all applicable shift trade criteria and does not result in a monetary impact to the City.

Section 3 A 48/96 schedule requires fire fighters to work a standard work week that averages fifty-six (56) hours per week. A 24 day FLSA cycle is adopted with the implementation of a 48/96 schedule since each rotation takes 6 days to complete. There are 15.2 FLSA cycles each year. In each FLSA cycle, 193 work hours are scheduled which includes 4 fifteen minute shift briefings at shift change.

This results in 2935.2 annual scheduled work hours that are reduced by 336 Kelly Day hours (14 Kelly Days). On the FLSA cycle without a Kelly day a 24 hour vacation day must be selected so that each FLSA period contains a Kelly Day or a vacation day. The annual work hours scheduled are 2599.2 which does not account for the one 24 hour vacation requirement.

WORKWEEK REDUCTION CALCULATION

2935.2 Annual hours minus 14 Kelly Days @ 24 hours (336 Kelly Day hours) =
2,599.2 hours

The Kelly days shall be scheduled so as to minimize the department's overtime costs to the greatest extent possible. Kelly days shall not be re-scheduled because of sickness or injury.

The parties acknowledge that work schedule computations are complex and create fractions of shifts and inconsistencies with respect to actual hours worked and the amount of time off earned by each employee; therefore, fractions of shifts will be rounded to the nearest 24-hour shift in determining the work schedule which most clearly approximates the defined work week, averaged annually.

HOLIDAY SHIFT TRADE In the event that a shift is scheduled to work both December 24th and December 25th of the same year, the shift assigned to work on December 24th will trade days with the shift assigned to work on December 23rd. In the event that December 24th happens to be the start of a new FLSA cycle then the shift assigned to work on December 25th will trade days with the shift assigned to work on December 26th.

MAXIMUM CONSECUTIVE HOURS WORKED Staff are limited to working no more than 72 consecutive hours as a result of overtime, force hire, schedule, or trades; however, management retains the ability to exceed this limit in emergent situations.

12 HOUR SHIFT EMPLOYEES

As of 2018, the 12 hour shift is not in use. If the 12 hour shift schedule is reinstated, 24 hour shift employees will not be assigned.

Section 1 The shift schedule for 12 hour shift employees shall consist of sixteen (16) twelve (12) hour shifts in each twenty-eight (28) day FLSA cycle beginning April 23, 2007.

Section 2 . This schedule requires 12 hour shift employees to work an average of forty-eight (48) hours per week. This is computed as follows:

365 Days a Year / by 28 day FLSA cycle = 13.036 Cycles per Year
13.036 Cycles per year X 16 work shifts per cycle = 208.58 shifts per Year
208.58 shifts per year x 12 hours per shift = 2502.96 hours per year
2502.96 Hours per year / 52.14 Weeks per Year = 48 Hours per Week

The shift rotation for D shift is Sunday thru Wednesday. The D shift schedule will include a rotation where the employee will work every third Saturday, and be off every

fourth Sunday. The shift rotation for E shift is Wednesday thru Saturday. The E shift schedule will include a rotation where the employee will work every third Sunday, and be off every fourth Saturday. Every Wednesday both D and E shift will be scheduled to work. Attached are sample schedules.

November 2007							December 2007						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

ARTICLE 23 - CALLBACK

- (a) Callback worked in responding to any emergency situation shall be paid at callback rate. This is calculated by taking the annual base salary and dividing it by 2,080 hours and multiplying by 1.5.
- (b) When an employee is called back to work for an emergency situation, the employee shall be paid two (2) hours or the actual time worked rounded to the next hour if greater than two hours at the callback rate except as provided for in section d.
- (c) An emergency situation shall be defined as response to alarms or an operational need resulting in less than one hour notice. This provision does not apply to staffing needs, such as backfill for employees on sick leave. If an employee is held over from their assigned shift in a crucial situation, the employee shall be paid one hour or the actual time worked rounded to the next hour if greater than one hour at the callback rate.
- (d) If an employee is released from the callback or emergency situation, and then accepts another callback within two (2) hours from the initial dispatch time of the first call, the employee shall be paid a minimum of one (1) hour.
- (e) Bargaining unit members may voluntarily be available for callback if they are within 10 minute drive time to the Main Fire Station. When the responding unit requests the number of callbacks, the dispatcher shall conduct a batch page. Those members available and qualified may call the dispatcher and notify the dispatcher that they are available. The dispatcher will compare the callback order list with the respondents and select the number of callbacks needed who rank highest on the list. A batch page will designate those individuals for callback.

ARTICLE 24 - OVERTIME, EXTRA SHIFT AND COURT APPEARANCES

- (a) 24 Hour Shift Overtime. All overtime assigned shall be paid in 30 minute increments. The overtime rate shall be established by taking the annual hours

(2599.2) and dividing it into the annual base salary and multiplying the rate by 1.5.

- (b) 12 Hour Shift Overtime. All overtime assigned shall be paid in 30 minute increments. The overtime rate shall be established by taking the annual hours (2503) and dividing it into the annual base salary and multiplying the rate by 1.5.
- (c) Force Hire. If a vacancy exists in the upcoming 48 hours, off going employees are assigned by a shift lieutenant to slot one (first 24 hours) and slot two (second 24 hours) respectively, according to force hire list, to fulfill classification qualifications for each position. The force hire list automatically moves the person who was last force hired to the bottom of the list.

Station One	Minimum of one Lieutenant
Station Two	Minimum of one Upgrade Lieutenant
Station Three	Minimum of one Upgrade Lieutenant
Qualifications	Each station will have two IAFF members. One employee must be a paramedic.

- (d) Extra Shift. Employees who are required to work extra shifts due to vacations, sickness, or other types of leave granted by the City, shall be paid at the overtime rate as defined in this article.
- (e) Court Appearances. Any bargaining unit employee who, as a result of their fire department duties, is required to appear before a court or other judicial body as a witness, shall be allowed an authorized leave with pay. Reimbursement from the court for services provided (other than mileage reimbursement) are to be remitted to the City. If the employee is off duty when serving as a witness, the employee shall be paid the applicable overtime rate.

ARTICLE 25 - UNION ACTIVITIES

SECTION 1 The City agrees that during working hours, on the City's premises, and without loss of pay, Union officials and elected representatives shall be allowed reasonable time to attend negotiating sessions with the City and to transmit communications as authorized by the Union to the City and other Union members.

SECTION 2 The City agrees to allow time off with pay for employees who are elected Union representatives and who are conducting business vital to the Union members, provided prior approval from the Fire Chief or the Chief's designee has been given and minimum staffing levels are maintained, so as not to incur a vacancy requiring overtime staffing. The maximum allowable leave under this section shall be a total of 144 hours per year for all union officers.

SECTION 3 For the purpose of this Article, the Union agrees to forward to the City a list of the elected Union representatives and their term.

ARTICLE 26- LONGEVITY

Each bargaining unit employee shall be paid at the rate of two dollars (\$2.00) per year of service per month. Longevity is to be added to the base pay regardless of rank or position in the Fire Department. Longevity is to start after five (5) years of service and shall run through the twentieth (20th) year. An employee who exceeds twenty (20) years of employment shall receive longevity based upon twenty (20) years.

ARTICLE 27 - UNIFORMS AND PROTECTIVE CLOTHING

As a condition of employment, the City agrees to provide protective clothing as required and to provide any other uniform or clothing required by the City to be worn while on duty and to replace any part of the required clothing as the need arises. The City acknowledges the provisions of WAC 296-305 pertaining to uniforms and protective clothing. The City will provide uniform cleaning service for all bargaining unit members for uniform needs.

ARTICLE 28 – DEFERRED COMPENSATION

The City agrees to match each participating member's deferred compensation contribution up to 3.0% of step 5 firefighter wages per pay period.

The City will make the contribution directly into the employee's deferred compensation account.

For an employee to receive the maximum annual City contribution, the employee must contribute at least the amount referenced above in each pay period.

ARTICLE 29 - HEALTH AND WELFARE INSURANCE

1) Medical Insurance Plans

(a) 2018-2019-2020 For the 2018-2020 calendar years, the City will provide employees with the following plans: Regence Healthfirst High Deductible Health Plan, Kaiser Permanente High Deductible Health Plan, Regence Healthfirst \$250 plan, or Kaiser Permanente Access PPO, all as offered through the Association of Washington Cities Benefit Trust.

2) Premiums

i) For employees choosing the HealthFirst \$250 deductible plan, the City will pay 100% of the premiums for the employee and 90% of the premiums for dependents.

(1) For employees choosing the Kaiser Permanente PPO \$250 deductible plan, the City will pay 100% of the premiums for the employee and 90% of the premiums for dependents. The City will share fifty percent (50%) of the premium cost savings difference between the Kaiser Permanente PPO \$250 plan and the Healthfirst \$250 plan to be paid on each pay period.

ii) The City will pay 100% of the premium costs of medical insurance for employees and their dependents who select a High Deductible Health Plan.

- (1) For employees enrolled on a High Deductible Health Plan, the City will contribute fifty percent (50%) of the premium cost savings between the High Deductible Plan and the Healthfirst \$250 plan to be contributed into the employee's HSA on each pay period.
- (2) An employee may elect to have up to \$1000 (employee only) or \$2000 (family) cashed out from accrued vacation and transferred into the HSA on the January 5 payday so long as the employee's vacation balance does not fall below 40 hours. The IRS determines the inflation adjusted HSA contribution maximum.
- iii) For employees enrolled on Dual Insurance, the employee will receive an incentive equivalent to 50% of the lowest cost \$250 deductible premiums that the City would otherwise contribute to health insure the dependents.
- 3) **Other insurance benefits.** For the term of this Agreement only, the Employer agrees to pay the premiums for Dental Plan A in 2018 and Dental Plan E beginning in 2019, Orthodontia Plan IV, and \$10 copay Vision plans offered by the Employer.
- 4) **Any changes required by the provider of insurance** coverage that are beyond control of the City **shall be implemented. These include, but are not limited to, changes in required co-pays, deductibles and plan administration procedures.** The City shall give the Union notice of the proposed changes at least 60 days before the effective date, or as much time as is reasonably practicable, and an opportunity for input before the changes are finalized and to bargain any impact.
- 5) **Medical Expense Reimbursement Plan**
 The City shall make monthly deductions of \$200.00 on a pre-tax basis from the base salary of each IAFF 1537 employee to the Washington State Council of Firefighters Employee Benefit Trust. Through payroll deduction the funds will directly transfer to the Benefit Trust at no cost to the City of Anacortes or the IAFF. The trust is an established Medical Expense Reimbursement Plan following IRS guidelines. The Trust shall remain separate and apart from any City health insurance funding program unless changed by mutual agreement of the parties to this agreement. The monthly contribution rate of \$200.00 per employee shall be split in half and deducted from each employee's paycheck on a pre-tax basis. The union shall have the option to adjust the contribution rate on January 1st of each year and shall notify the City of Anacortes of the change 30 days prior to the change.

ARTICLE 30 - WORK CONTINUATION

The City and the Union agree that the public interest requires efficient and uninterrupted performance of all City services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective. Specifically, the Union shall not cause or condone any work stoppage, including any strike, slow-down, refusal to perform any customarily assigned duties, sick leave absence which is not bona fide, or other interference with City functions by employees under this Agreement and should same occur, the Union agrees to take appropriate steps to end such interference. Any concerted action by any employee in any bargaining unit shall be deemed a work stoppage if any of the above activities have occurred. Notwithstanding the provisions of

RCW 41.56.450, et.seq., bargaining unit employees shall have access to binding interest arbitration.

ARTICLE 31 - CONTRACTING OUT

The City agrees to abide by the rules established by the Public Employment Relations Commission if a decision is made to consider the contracting out of services presently provided by members of the Bargaining Unit who are represented by the International Association of Fire Fighters Local 1537 and covered by the Collective Bargaining Agreement with the City of Anacortes

ARTICLE 32 - SAVING CLAUSE

If any provisions of this Agreement or the application of such provisions should be declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect.

ARTICLE 33 - SALARY ADVANCEMENT

SECTION 1 Progression through the Proficiency Levels of a salary range will be based upon the employee's performance in conjunction with time in a job classification. Each employee will receive a performance appraisal prior to advancing to the next proficiency level:

Proficiency Levels

Classification	Step 1	Step 2	Step 3	Step 4	Step 5
Firefighter	Hiring rate	After 12 months	After 2 years service	After 3 years service	After 4 years service
Lieutenant	Probationary Wage (6% above top step firefighter)	After 12 months	After 2 years service		
Paramedic Premium (10%)					

SECTION 2 Wage Increases

2018	2.0% cost of living increase
2019	2.0% cost of living increase
2020	2.0% cost of living increase

SECTION 3 All sections of this Article shall be incorporated into Addendum A Wage Grid.

ARTICLE 34 - TOBACCO USE

The City of Anacortes complies with all applicable federal, state, and local regulations regarding smoking in the workplace and provides a work environment that promotes productivity and the wellbeing of its employees. The use of tobacco in the workplace is now in violation of the law in the State of Washington. Accordingly, the use of smoking and smokeless tobacco products are restricted in all of its facilities.

Smoking is prohibited inside all City of Anacortes facilities, including City-owned buildings, vehicles, and offices or other facilities rented or leased by the City, including individual employee offices. The smoking policy applies to employees during working time and anytime in uniform. Smoking is only allowed in designated outside areas that are at least 25 feet from building entrances and exits, windows that open, and ventilation intakes. Employees are expected to exercise common courtesy and to respect the needs and sensitivities of coworkers with regard to the smoking policy. Smokers have a special obligation to keep smoking areas litter-free and not to abuse break and work rules. Employees who violate the policy may be subject to disciplinary action.

ARTICLE 35 - LABOR MANAGEMENT COMMITTEE

There shall be a Fire Department Labor - Management Committee consisting of three Union representatives appointed by the Union and three Management representatives appointed by the Employer. The committee shall meet on request of either party to discuss all matters of mutual concern. Matters considered to be Mandatory Subjects of Bargaining may only be amended or modified through the appropriate Collective Bargaining Process.

ARTICLE 36 –DISCIPLINE

- a) Employees may be disciplined or discharged with just cause. Discipline should be applied at progressive and escalating levels to allow the employee proper notice of misconduct and an opportunity to improve performance. The level or degree of discipline imposed shall be appropriately based on the employee’s prior record of service, length of service, severity of offense and prior record of discipline.
- b) Disciplinary action or measures may include the following:
 - a. verbal counseling
 - b. written reprimand
 - c. suspension
 - d. reduction in rank
 - e. discharge

Additional forms of discipline may be used if mutually agreeable to the Employer and the Union.

- c) Except as provided in (e) prior to the imposition of any discipline other than verbal counseling or written reprimand, the employee shall be provided a copy of the alleged violation and all relevant documents the Employer has in their possession. In addition, the Employer shall hold a pre-disciplinary hearing no sooner than ten (10) business days from the time the employee was notified of the alleged violation. At this hearing the employee will be given an opportunity to present their side of the issue.
- d) The employee shall be entitled to have union and/or legal representation present at any meeting held with the Employer to discuss potential disciplinary action against the employee.
- e) The employer may suspend an employee with pay pending a final decision as to the appropriate discipline resulting from the pre-disciplinary hearing.
- f) The employee shall have the right to inspect the full contents of their personnel file. Employees have the right to a union representative during interviews where they believe that discipline or termination may result. Reprimands will not be placed in an employee's personnel file without the employee having received a copy. When a record of disciplinary action is placed in an employee's personnel file, the union will be promptly notified of the employee involved and the disciplinary action taken. An employee who disagrees with the validity of any complaint added to the file shall have the opportunity to challenge said complaint under the grievance procedure herein. The employee shall be required to sign the written reprimand or other disciplinary action acknowledging that they have read the contents of the document.
- g) A written reprimand will be removed from an employee's personnel file after three (3) years from the date said action was finalized unless:
 - a. The Fire Chief, at his discretion, agrees to remove the written reprimand after two (2) years, upon being requested to do so by the employee; or
 - b. The employees receives another written reprimand (or more serious discipline) during the initial three (3) year period referred to above, in which case the earlier written reprimand will be retained in the personnel file for an additional 180 days from the date of the latest written reprimand or more serious discipline. (Meaning a written reprimand will remain in a personnel file for a maximum length of 3 years and 180 days.)

Reprimands that have been expunged pursuant to (g) may not be used in consideration of future discipline.

Records of demotion or suspension are permanently retained in an employee's personnel file unless the demotion occurred as a result of the employees' failure to meet initial probationary standards following promotion, rather than as a result of a serious and specific disciplinary action. If an employee is demoted for failure to meet probationary standards, records of that demotion shall be expunged pursuant to the same rules as for a written reprimand.

Reprimands or discipline resulting from serious infractions against members of the public or other City employees such as discrimination, sexual harassment, or moral turpitude shall be expunged, but may be retained in the City investigation files.

h) It is the Employer's sole determination as to whether or not an employee suspended without pay may be allowed to forfeit accrued vacation or compensatory time off in lieu of the suspension of pay.

ARTICLE 37 – FITNESS/WELLNESS

(a) Physical fitness in one of the department's priorities; however, operational readiness, training, fire inspection/prevention, hydrant inspection, and other activities assigned by the Chief take precedence. Physical fitness activities are allowed for a maximum of 1 hour per person, per shift which includes dress-down, workout, and clean-up activities. The shift officer is tasked with scheduling the physical fitness period in coordination with the department's activities and the other station officer's activities to ensure the most efficient operation of the department. To be eligible to work out during structured work time employees must be meeting the department's performance measures.

Structured work time occurs between 0800 and 1730.

(b) The City will pay up to \$50.00/month for the entire department to have access to floating memberships for union members who wish to attend Thrive Fitness.

ARTICLE 38 – FIRE INSPECTION CERTIFICATION

Employees who maintain ICC certification for fire inspections are eligible to receive a \$60.00 monthly premium. The assigned station 29-2 officer is responsible for ensuring that their shift completes fifteen monthly inspection activities. If the minimum is not achieved, payroll will be notified and the premium will not be issued to that shift for that period.

ARTICLE 39– RESPIRATORY STANDARDS MEDICAL PROCEDURES

The City will determine which Occupational Physician will perform the required examinations and pay for the full cost of the visits. The City agrees to accept input from the Union on the selection of the examiner.

In the case where the City-chosen examiner has determined that the employee is not fit for duty, the employee at their expense may seek a second opinion from their personal physician. In the case of two (2) conflicting opinions, the City and union will select a third (3rd) examiner for a final decision on the matter. The City shall bear the cost of the third examiner.

ARTICLE 40– EMERGENCY MOBILIZATION

Any employee working during an emergency mobilization for which the City will be reimbursed by the State or Federal Government or any other outside agency or

agencies shall be compensated per Article 24 for the time worked during the mobilization. Employees shall be paid from the time of departure from the Anacortes Fire Department up until the Employee(s) return from the mobilization and arrival back at the Anacortes Fire Department and are released from duty.

ARTICLE 41- DRUGS, ALCOHOL, & NARCOTICS

The City of Anacortes and IAFF 1537 are dedicated to providing safe and dependable services to our community. City of Anacortes employees are our most valuable resource and it is our goal to provide a healthy, satisfying work environment. It is agreed that the City's most current drug, alcohol, and narcotic policies will be the basis for any testing requirements.

ARTICLE 42- DURATION AND TERMINATION

This Agreement shall remain in full force and effect from January 1, 2018 through December 31, 2020. No provision of this Agreement shall waive the City's obligation to bargain over any subject or matter not referred to or covered in this Agreement which is a mandatory subject of bargaining.

THIS AGREEMENT is hereby approved and signed this _____ day of _____.

**INTERNATIONAL ASSOCIATION OF
FIRE FIGHTERS LOCAL NO. 1537**

CITY OF ANACORTES, WASHINGTON

By _____
Steven Monrad- President

By _____
Laurie M. Gere- Mayor

**Emily C. Schuh
Admin Services Director**

ATTEST:

By _____
Steve Hoglund- City Clerk

ADDENDUM A Wage Grids

2018 Wage Schedule 2% Wage Increase

Scheduled work hours changed from 2608 to 2599.2 in 2018 with implementation of 48/96 schedule

Firefighter	Grade 12F1	Step 1	Step 2	Step 3	Step 4	Step 5
12 hour shift	Monthly	6,129.52	6,313.41	6,502.81	6,697.89	6,898.83
	Hourly	29.39	30.27	31.18	32.11	33.07
	Call Back	53.04	54.64	56.27	57.96	59.70
	Overtime	44.08	45.40	46.76	48.17	49.61
	Annual	73,554.26	75,760.89	78,033.72	80,374.73	82,785.97

Firefighter	Grade 24F1	Step 1	Step 2	Step 3	Step 4	Step 5
24 hour shift	Monthly	6,129.52	6,313.41	6,502.81	6,697.89	6,898.83
	Hourly	28.30	29.15	30.02	30.92	31.85
	Call Back	53.04	54.64	56.27	57.96	59.70
	Overtime	42.45	43.72	45.03	46.38	47.78
	Annual	73,554.26	75,760.89	78,033.72	80,374.73	82,785.97

Lieutenant	Grade F2	Step 1	Step 2	Step 3
	Monthly	7,290.27	7,508.98	7,734.25
	Hourly	33.66	34.67	35.71
	Call Back	63.09	64.98	66.93
	Overtime	50.49	52.00	53.56
	Annual	87,483.23	90,107.72	92,810.96

2019 Wage Schedule 2% Wage Increase

Firefighter	Grade 12F1	Step 1	Step 2	Step 3	Step 4	Step 5
12 hour shift	Monthly	6,252.11	6,439.68	6,632.87	6,831.85	7,036.81
	Hourly	29.97	30.87	31.80	32.75	33.74
	Call Back	54.10	55.73	57.40	59.12	60.90
	Overtime	44.96	46.31	47.70	49.13	50.60
	Annual	75,025.35	77,276.11	79,594.39	81,982.23	84,441.69

Firefighter	Grade 24F1	Step 1	Step 2	Step 3	Step 4	Step 5
24 hour shift	Monthly	6,252.11	6,439.68	6,632.87	6,831.85	7,036.81
	Hourly	28.86	29.73	30.62	31.54	32.49
	Call Back	54.10	55.73	57.40	59.12	60.90
	Overtime	43.30	44.60	45.93	47.31	48.73
	Annual	75,025.35	77,276.11	79,594.39	81,982.23	84,441.69

Lieutenant	Grade F2	Step 1	Step 2	Step 3
	Monthly	7,436.07	7,659.16	7,888.93
	Hourly	34.33	35.36	36.42
	Call Back	64.35	66.28	68.27
	Overtime	51.50	53.04	54.63
	Annual	89,232.89	91,909.88	94,667.17

2020 Wage Schedule 2% Wage Increase

Firefighter	Grade 12F1	Step 1	Step 2	Step 3	Step 4	Step 5
12 hour shift	Monthly	6,377.15	6,568.47	6,765.52	6,968.49	7,177.54
	Hourly	30.57	31.49	32.44	33.41	34.41
	Call Back	55.19	56.84	58.55	60.30	62.11
	Overtime	45.86	47.24	48.65	50.11	51.62
	Annual	76,525.86	78,821.63	81,186.28	83,621.87	86,130.53

Firefighter	Grade 24F1	Step 1	Step 2	Step 3	Step 4	Step 5
24 hour shift	Monthly	6,377.15	6,568.47	6,765.52	6,968.49	7,177.54
	Hourly	29.44	30.33	31.24	32.17	33.14
	Call Back	55.19	56.84	58.55	60.30	62.11
	Overtime	44.16	45.49	46.85	48.26	49.71
	Annual	76,525.86	78,821.63	81,186.28	83,621.87	86,130.53

Lieutenant	Grade F2	Step 1	Step 2	Step 3
	Monthly	7,584.80	7,812.34	8,046.71
	Hourly	35.02	36.07	37.15
	Call Back	65.64	67.61	69.63
	Overtime	52.53	54.10	55.73
	Annual	91,017.55	93,748.08	96,560.52

Memorandum of Understanding 48/96 Schedule Trial

November 8, 2017

Memorandum of Understanding

This Memorandum of Understanding is between the City of Anacortes and the International Association of Fire Fighters Local 1537.

Re: 48/96 Schedule Trial

BACKGROUND: Anacortes Firefighters are proposing a change from the current Modified Detroit schedule to a 48/96 schedule. The alternate schedule will be implemented on a trial basis.

Section I: Implementation

1. Effective December 29, 2017 the Anacortes Fire Department will implement, on a trial basis, the 48/96 work schedule. The trial period will be in effect until December 24, 2018. The trial period will allow both the Fire Department and its employees to accurately evaluate the merits of the work schedule throughout a calendar year.
2. If during the trial period, the Management or Union believe that the schedule is having a negative impact that cannot be resolved through the LMC, the schedule will revert to the Modified Detroit schedule. Local #1537 will assist in the re-selection of vacations if the Department reverts to the Modified Detroit schedule.

Potential impacts include but are not limited to

- Excessive shift trades
- Sick leave usage increases
- Communication and project management coordination issues
- Force hires
- Fatigue

3. If both the Fire Department and Local #1537 wish to continue the schedule past December 24, 2018, a membership vote to adopt the schedule should be conducted prior to vacation selections in the fall of 2018 to minimize Fire Department administrative workload during vacation selections.

Section II: Work Period

1. The 48/96 shift schedule has each employee working two consecutive twenty-four hour shifts plus a 15 minute shift debriefing for a total of forty-eight hours and have

ninety-six consecutive hours off duty. A typical work schedule is as follows: X = work day, O = day off XXOOOOXXOOOO (repeats).

- 2. A "shift" will consist of a 24 hour period.
- 3. A fifteen minute shift briefing is scheduled at each shift change.
- 3. Employees assigned to the 40 hour work schedule will not be affected by this agreement.
- 4. Overtime will be in accordance with the current Collective Bargaining Agreement.

Section III: Fair Labor Standards Act (FLSA)

1. The FLSA work period shall be changed from a 27-day period to a 24-day period beginning December 29, 2017 on a twelve-month trial basis. Should the 48/96 schedule be discontinued, the 24-day FLSA period shall return to a 27-day FLSA period. Maximum hours of work for a 24-day FLSA period is 182.

Dated this ____ day of _____, 2017.

By _____
Steven Monrad, IAFF 1537 President

By _____
Laurie M. Gere, Mayor

By _____
Dan Lamp, IAFF 1537 Vice President

By _____
Emily C. Schuh, Admin Services Director

By _____
Richard Curtis, Chief

ATTEST:

By _____
Steve Hoglund, City Clerk