SIDE LETTER TO
MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF MONTEREY
AND
MONTEREY FIRE FIGHTERS ASSOCIATION IAFF LOCAL 3707

July 24, 2018

The City of Monterey (CITY) and Monterey Fire Fighters Local 3707 (MFFA) agree to the following:

The implementation of a Paramedic Program (PROGRAM) within the Monterey Fire Department is beneficial and in the best interest of both MFFA and the CITY. In order to facilitate a smooth start to the PROGRAM, the following initial terms and conditions will guide the PROGRAM:

1. Paramedic Program Implementation and Duration
   a. The PROGRAM will begin as soon as is feasible after final approvals have been received from the Monterey County EMS Agency.
   b. Continuation of the PROGRAM will be at the discretion of the Monterey City Council.
   c. The PROGRAM will be implemented one company at a time beginning with E11.
   d. Additional companies will be upgraded over time allowing for an adequate number of paramedics and after evaluating operational impacts and making needed program changes.
   e. The sequence of companies will be determined as implementation is done.
   f. Unless/until the cities of Pacific Grove and Carmel indicate their desire to have ALS engine companies, E14 and E15 will not be upgraded to ALS status.

2. Participation in the Paramedic Program
   a. Personnel who have a current State of California Paramedic License may participate in the PROGRAM. Participation will be limited to the following ranks (in order of preference):
      i. Firefighter
      ii. Engineer
      iii. Captain.
   b. Personnel participating in the PROGRAM must maintain their State of California Paramedic License as well as any other certifications required by the Monterey County EMS Agency for the entire duration of their participation.
   c. The CITY will support a minimum/maximum number of licensed and accredited paramedics based on the number of companies placed in ALS status as detailed in the table below. The paramedics will be distributed equally across the three shifts.
<table>
<thead>
<tr>
<th>Number of ALS Companies</th>
<th>Minimum Paramedics</th>
<th>Maximum Paramedics</th>
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<tbody>
<tr>
<td>1</td>
<td>6</td>
<td>9</td>
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<tr>
<td>2</td>
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<td>12</td>
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<td>4</td>
<td>15</td>
<td>21</td>
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i. The maximum number of participating paramedics may be exceeded at the sole discretion of the Fire Chief or designee.

3. **Ongoing Training / Continuing Education (CE) for Paramedics**
   
   a. All required training will be done on duty to the extent possible. Any required training that cannot be done on duty may be done on overtime with approval in advance by the Fire Chief or designee.
   
   b. All reasonable costs associated with required training (registration, certification fees, books, materials, travel, etc.) will be borne by the CITY.
   
   c. The CITY will pay the cost of the license renewal for paramedics in the PROGRAM.
   
   d. The CITY, at its sole discretion, may pay training and licensure costs for paramedics not in the PROGRAM.

4. **Initial Training for Paramedics**
   
   a. The CITY will endeavor to provide training for existing personnel that wish to obtain a paramedic license when funding may be available.
   
   b. Selection for participation will be prioritized by rank as follows (in order of preference):
      
      i. Firefighters
      
      ii. Engineers
      
      iii. Captains
   
   c. Personnel wishing to participate in a paramedic training program will be selected using a screening process that will be determined by the CITY when training is available. Such a screening process may include components as required by the potential educational institution providing the training.

5. **Program Commitment**
   
   a. Personnel who are hired after the start of the PROGRAM by virtue of them having a paramedic license will be required to commit to the PROGRAM for a minimum of 4 years.
   
   b. Personnel who are sponsored by the CITY to attend a paramedic training PROGRAM will be required to commit to the PROGRAM for a minimum of 5 years.
   
   c. In no case will a required commitment to the PROGRAM be used to prevent personnel from promoting.
d. The start date of the commitment will be based on the latter of the PROGRAM start date or the date the employee is accredited to work as a paramedic in Monterey County.

6. Withdrawal from the Paramedic Program
   a. Personnel wishing to withdraw from the PROGRAM may do so if all of the following conditions are met:
      i. They have completed their minimum commitment based on Section E above.
      ii. They have submitted the request to withdraw, in writing, to the Fire Chief at least ninety (90) days prior to their requested withdrawal date.
      iii. There is another licensed paramedic that can be accredited in time to fill the PROGRAM vacancy created by their withdrawal to maintain the minimum paramedic availability as identified in Section B.2 above and that will not adversely impact other Department operational needs. If there is no available paramedic to fill the position then the resignation will not go in effect until an eligible paramedic is in place.
   b. If two (or more) personnel request withdrawal from the PROGRAM at the same time, departmental seniority will determine the order in which the withdrawals are authorized.

7. Assignment to ALS Companies
   a. The paramedic position on ALS companies must be filled on a 24/7/365 basis. Personnel in the ranks of Firefighter, Engineer, and Captain may fill the position as long as they are currently licensed and accredited.
   b. Bid process
      i. Biannual bidding will require a paramedic to bid all ALS companies.
      ii. Preference in the bid process will be given to having the Firefighter position be the paramedic.
      iii. If no Firefighter is available to bid the ALS company, the Engineer position will be the paramedic.
   c. Vacancies due to leave use
      i. Normal procedures will be used in filling paramedic vacancies on ALS companies.
      ii. Preference in filling of the paramedic vacancy on an ALS company will be with a Firefighter.
      iii. If no Firefighter is available to fill the vacancy, it will be filled with an Engineer.
      iv. If no Firefighter or Engineer is available to fill the vacancy, it may be filled by a Captain.
      v. If a Captain is working as the paramedic on an ALS company, they will fill the firefighter position on the company and any resulting Captain’s vacancy will be filled with the normal process.
8. Scope of Practice
   a. Personnel participating in the PROGRAM will provide care based on the ALS scope of
      practice as defined by the Monterey County EMS Agency. This scope may be modified
      from time to time by the County. It is the obligation of PROGRAM participants to keep
      current on Monterey County EMS Agency policies, procedures, and protocols.
   b. Any employee who possesses the qualifications as an EMT-P, but expressly chooses not
      to participate in the Department's paramedic program will be limited in their scope-of-
      practice to provide patient care at the level of an EMT.

Monterey Fire Fighters Association
IAFF Local 3707
Representatives

Patrick Moore
Past President

Hans Usler
City Manager

Neal Hurd
President

Gaudenz Panholzer
Fire Chief

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Human Resources Director

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Employee Relations Manager

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