

# MEMORANDUM OF UNDERSTANDING

## Uniform 26-01

### Quartermaster System

This **MEMORANDUM OF UNDERSTANDING (MOU)**, dated January 2, 2026 between IAFF Local 1760 and the Shoreline Fire Department (Department) is made to operationalize the program, modifications to **Article 29 Section A: Technical Staff Assignments** necessary through the annual December 1 reopener.

#### **BACKGROUND:**

The Shoreline Fire Department and IAFF Local 1760 have collaborated on the development of a Uniform Quartermaster Program intended to enhance consistency, accountability, and efficiency in uniform ordering, management, distribution, and replacement.

The Department and the Union agree that this work requires dedicated support and cannot be absorbed by Day-Shift Battalion Chiefs into their existing responsibilities.

#### **INTENT:**

1. Establish the Uniform Quartermaster Program, limited exclusively to uniform management.
2. Designate a Lieutenant as Program Lead responsible for oversight and supervision of two Technical Staff Assignment Firefighters serving as Uniform Quartermaster Coordinators.
3. Modify Article 29 Section A to add two Uniform Quartermaster Coordinator assignments and remove two existing premium-eligible assignments.
4. Ensure continuity of essential functions associated with eliminated premium assignments through a defined transition process.

#### **PROPOSAL:**

##### **1. Program Structure & Oversight:**

- The Lieutenant is designated as the Program Lead for the Uniform Quartermaster Program.
- The Lieutenant will supervise two Technical Staff Assignment Firefighters serving as Uniform Quartermaster Coordinators and oversee ordering, distribution, tracking, inventory, and vendor coordination related to uniforms.
- The Lieutenant shall also continue to manage PPE programmatic responsibilities, including oversight of PPE technical staff.
- A workload evaluation will take place six (6) months after implementation to assess combined PPE and Uniform Quartermaster responsibilities. If adjustments are

warranted, the Department and Union will meet to determine appropriate modifications.

- This supervisory designation does not alter Article 29 eligibility requirements and does not create an Officer premium.

**2. Technical Staff Assignments (Article 29 Section A):**

A. Changes to Premium-Eligible Assignments.

B. To implement the Uniform Quartermaster Program, the following changes are made to Article 29 Section A: Technical Staff Assignments:

- Removed from the Article 29 premium list:
  - Cell Phones – 1
  - Pagers / Active 911 – 1
- Added to the premium list:
  - Uniform Quartermaster Coordinator – 2

**3. Continuation of Essential Work:**

- Although the Cell Phones and Pagers/Active 911 assignments are removed from the premium-eligible list, these responsibilities remain essential to Department operations.
- The individuals currently assigned to these functions will be provided with the option to:
  - Continue performing the work without receiving Article 29 premium pay, or
    - Cell phones will receive the premium through February 28, 2026
    - Pages will receive the premium through January 31, 2026
  - Step away from the assignment.
- If an individual elects to step away, the Department will assign a replacement. A reasonable transition period will be implemented to ensure proper handoff of responsibilities.

**4. Updated Article 29 Section A – Technical Staff Assignment List (2025–2027)**

| Staff Assignment              | Number of Employees |
|-------------------------------|---------------------|
| Personal Protective Equipment | 3                   |
| Respiratory Protection        | 3                   |
| Radios                        | 2                   |
| BLS Supply Manager            | 1                   |
| Fitness Coordinator*          | 1                   |
| Uniform Quartermaster         | 2                   |

*\*Fitness Coordinator will not receive premium pay until the position is filled.*

All other Article 29 provisions remain unchanged, including eligibility requirements, the 1.5% premium, vacancy procedures, and duration of assignments.

**TERM OF AGREEMENT:**

This MOU becomes effective upon signature and will apply to the 2025–2027 Collective Bargaining Agreement, and applicable policies.

This MOU serves as the formal modification of Article 29 Section A for the December 1 reopener.

Signed and agreed by the following:



\_\_\_\_\_  
Matt Cowan  
Fire Chief  
Shoreline Fire Department

1 / 30 / 26



\_\_\_\_\_  
Doug Loeser  
President  
IAFF Local 1760

01 / 30 / 2026