



**Agreement By and Between**

**SHORELINE FIRE DEPARTMENT**

and

**SHORELINE FIREFIGHTERS LOCAL 1760**

**INTERNATIONAL ASSOCIATION OF FIREFIGHTERS**

**AFL-CIO**



**NON-UNIFORMED Positions**

**Shop Supervisor, Mechanic, Facilities Technician, Facilities/Vehicle  
Technician, Social Worker, and Clinical Coordinator**

**Collective Bargaining Agreement**

**January 1, 2022 through December 31, 2024**

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**ARTICLE 1: Recognition**

Section A The Department recognizes the Union as the exclusive bargaining representative for all non-uniformed personnel as listed in Article 20, the wage scale matrix.

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**ARTICLE 2: Successors and Assigns**

Section A This Agreement shall be binding on the successors and assigns of the parties hereto, and no provisions, terms, or obligations contained herein shall be affected, modified, altered, or changed in any respect whatsoever by the consolidation, merger, annexation, incorporation, transfer, or assignment of either party hereto, or by any change geographically or otherwise in the location or place of business of either party hereto.

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**ARTICLE 3: Savings Clause**

Section A If any provisions of this Agreement, or the application of such provision, should be rendered or 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.

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**ARTICLE 4: Union Membership and Security**

Section A Union Membership

All full-time employees covered by this agreement shall become members of the Union within thirty-one (31) days of employment with the Department, or, thirty-one (31) days after the signing of this Agreement, whichever is first. Thereafter, each employee shall tender dues and initiation fees uniformly required as a condition of membership.

Section B Non-Association

Such employees, who through the right of non-association based on bona fide religious tenants or teachings of a church or religious body of which such employee is a member, shall comply with RCW 41.56.110, new Section 2, Paragraph 1.

Section C Duration

All employees shall remain members of the Union for the term of this Agreement.

Section D Hold Harmless

The Union agrees to hold the Department harmless from any claims filed by employees against the Department arising out of the Department's activities to enforce the provisions of this Article, except those caused by negligence by the Department.

**ARTICLE 5: Collection and Payment of Union Dues**

Section A Payroll Deduction

Upon receipt of the written and signed form from the employee authorizing payroll deduction, the Department will deduct Union dues and assessments on a monthly basis from the employee's wages in the manner prescribed by law. The total amount so deducted as Union dues and assessments shall be collected and given to the Union at the end of each payroll accounting month.

Section B Hold Harmless

The Union agrees to hold the Department harmless from any claims filed by employees against the Department arising out of the Department's activities to enforce the provisions of this Article, except those caused by negligence by the Department.

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**ARTICLE 6: Non-Discrimination Clause**

Section A Department

The Department agrees not to discriminate against any employee for activity on behalf of, or membership in, the Union.

Section B Department and Union

The Department and Union agree not to discriminate unlawfully against any person or employee because of color, sex, sexual orientation, gender identity, race, religion, national origin, age, marital status, or the presence of physical, mental, or sensory handicap, unless there is a bona fide occupational qualification disability.

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**ARTICLE 7: Union Communication**

- Section A The Department agrees to maintain a suitable bulletin board, provided by the Union, in a convenient place in all staffed stations, to be used exclusively by the Union. The Union shall limit its physical posting of notices and bulletins to such bulletin boards.
- Section B The Department agrees to allow Union members the ability to access the Union website from Department computers. The Department agrees not to access the Union website directly or indirectly.
- Section C The Department agrees to allow the Union to communicate via Department email regarding Union matters with the understanding that those emails are subject to public disclosure.
- Section D The Department agrees to allow a minimum amount of printing on Department printers for Union activity.
- Section E The Department agrees to allow the Union to use a mutually agreed to office not used by an assigned officer and/or a storage room at an occupied station.

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**ARTICLE 8: Union Business**

Section A Union Business

The Union agrees to conduct its business off the job as much as possible. The Union shall be allowed to hold its meetings in a Department facility provided there is no interference with the routine or effectiveness of the Department. Official Union representatives, having business with on-duty Union employees, may confer during breaks and employee's meal periods.

Non-uniformed employees selected by the Union President shall be granted time off to perform Union functions, including attendance at conferences, conventions, and seminars. Per Administrative Policy 108, if one of the available time-off slots is available for that day, the selected employee may use that vacation slot. If no time-off slots are available at the time of scheduling, the selected employee shall be allowed time-off outside of Administrative Policy 108 guidelines.

Time-off with pay shall not exceed five (5) day shift work days per calendar year collectively.

Section B Union Negotiations

The Union will provide the Department with a list of up to six (6) employees who will be designated as negotiators and/or observers and who will be eligible to participate in negotiations.

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**ARTICLE 9: Management Rights**

Section A Management recognizes the Union as the exclusive bargaining representative for employees of the Department in the position of Shop Supervisor, Mechanic, Facilities Technician, Facilities/Vehicle Technician, Social Worker, and Clinical Coordinator.

Section B Subject to the terms of this Agreement or applicable law, Management shall retain the right and authority to operate and direct the affairs of the Department. Management's rights and responsibilities shall include, but not be limited to:

- a. Determining the mission, budget, and organizational structure of the Department;
- b. Managing and directing personnel, facilities, and equipment.
- c. Hiring, promoting, retaining, and laying off employees due to lack of work or other legitimate reasons;
- d. Suspending, demoting, disciplining or discharging for just cause;
- e. Contracting for goods and services not presently performed by bargaining unit members;
- f. Determining whether goods or services should be purchased;
- g. Maintaining the efficiency of the operation of the Department by making and enforcing reasonable rules and regulations, provided that such rules and regulations are not in conflict with this Agreement;
- h. Changing or eliminating existing equipment, facilities, or levels of service;
- i. Determining the utilization of technology for new, improved or automated methods and equipment. Any changes to wages, hours, or working conditions of represented employees due to technology changes shall be subject to bargaining;
- j. Performing all other functions not expressly limited by this Agreement or law.

Section C Management agrees that a continuing duty to bargain exists as to changes in wages, hours, and working conditions as may be required by RCW Chapter 41.56.

Section D Management further reserves the right to take whatever actions are necessary to carry out the mission of the Department in responding to natural and man-made disasters such as a mass disaster, significant civil disturbance, earthquake, epidemic disease, terrorism or other event having an equivalent impact on service delivery which may necessitate a temporary change in operational procedures.

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## ARTICLE 10: Maintaining a Drug-Free Workplace

### Section A Purpose

The Shoreline Fire Department (Department) and Shoreline Firefighters, IAFF Local 1760 (Union) recognize that inappropriate drug and/or alcohol use by employees threatens public welfare and the safety of Department personnel. It is the goal of the Department and Union to eliminate or absolve illegal drug use, the abuse of legal drugs and alcohol abuse through education and rehabilitation of the affected employee. The possession, use or being under the influence of alcoholic beverages or unauthorized drugs shall not be permitted in the Department's stations, work sites or while an employee is on duty or representing the Department in an official capacity.

The Department and Union agree to negotiate a Policy that assures compliance with the Federal Drug Free Workplace Act of 1988 (PL. 100-690). The Department and Union agree to a Policy and Procedure that are responsive to the unique working conditions of a fire department and the potentially dangerous and responsible work that is performed by its members.

### Section B Informing Employees about Drug and/or Alcohol Testing

All employees shall be fully trained and informed of the Department's drug and alcohol policy and testing procedures. Employees shall be provided with information concerning the impact of drug and/or alcohol use on job performance. In addition, the Department shall inform employees on how the test/s are conducted, what the test/s can determine and the implications of testing positive for drugs and/or alcohol. All new employees will be provided with this information on their initial date of hire. No employee shall be tested before this information is provided to them.

**NOTE:** Prior to any testing, the employee will be required to sign a consent and release form.

Employees who voluntarily come forward prior to initiation of an investigation and ask for assistance to deal with a drug and/or alcohol problem shall not be disciplined by the Department.

### Section C Union Held Harmless

The Department assumes sole responsibility for the administration of this Article and the Department's Policy and Procedure and shall be solely liable for any legal obligations and costs arising out of the provisions of the Policy and/or Procedure and/or application of this Collective Bargaining Agreement related to drug and/or alcohol testing. The Union shall be held harmless for the violation of any worker rights arising from the administration of the drug and alcohol testing program.

Section D Changes in Testing Procedures

The Union and the Department recognize that there may be improvements in the technology of testing procedures, legislative changes or other circumstances that may warrant opening this Article or associated Policy and/or Procedure. In that event, both parties agree to bargain in good faith whether to amend the Policy and/or Procedure to include such improvements.

Section E Conflict with Other Laws

This Article is in no way intended to supersede or waive any constitutional or other rights that the employee may be entitled to under Federal, State or local statutes.

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**ARTICLE 11: Off-Shift Participation**

Section A The Union agrees that its employees, if available, shall respond to emergencies during normal off-shift hours when advised to do so by any of the normal methods of alerting, including telephone and text message.

Section B If an employee is advised to report for duty for an emergency and is not available, the employee will provide an estimated soonest time that they will be able to report, if requested.

Section C The Department agrees to notify off-shift employees of overtime opportunities, call-out situations, and other important notifications using text to phone, automated phone, or verbal by phone means.

Section D The Union agrees that all personnel, to the best of their ability, shall provide the Department with a reliable off-duty text number, mobile phone number, and/or a residence phone number.

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**ARTICLE 12: Disciplinary Procedure**

Section A The Department and the Union agree that the primary emphasis of disciplinary action is to ensure correct employee behavior and performance. Disciplinary actions should reinforce expected performance standards and correct and/or rehabilitate misconduct or substandard performance. The goal of discipline is to improve employee performance.

Section B The Department and the Union agree that a progressive approach to resolving an employee's inappropriate behavior will be utilized unless the infraction is of such a serious and/or immediate nature that it warrants skipping the steps outlined in the mutually agreed to Disciplinary Procedure.

Section C The Department will take no action against an employee of this bargaining unit without just cause.

Just cause shall be determined by answering the following questions. The answers to questions one through seven (7) should be "Yes" to establish just cause:

1. Did the employee have prior notice of the possible/probable consequences of their conduct?
2. Is the Department's rule, order or policy reasonable?
3. Was there a fair and objective investigation?
4. Is there substantial evidence to prove the Department's allegations?
5. Has the Department applied these rules and penalties evenly to all employees?
6. Was the degree of discipline that is recommended reasonably related to the seriousness of the offense?
7. Are there mitigating factors, such as the employee's work record, discipline history, minimal harm, lack of intent to cause harm, etc. that can be offered?

Section D The Department and the Union will abide by a mutually agreed on Disciplinary Procedure, as published by the Department.

Section E The Department and Union agree that maintaining proper discipline is the duty of every supervisor in the organization.

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## ARTICLE 13: Grievance Procedure

### Section A Purpose

For the purpose of this Article, a grievance is defined as *any dispute which may arise between the Union and the Department regarding the interpretation, application, or alleged violation of any Article of this Agreement.*

### Section B Grievance Procedure

It is the purpose of this procedure to provide an orderly and expeditious method of resolving grievances. It is the intent of the parties to resolve grievances at the lowest step if possible.

Grievances shall be submitted with the following information:

- a. A general statement explaining the conditions or actions under which the alleged grievance occurred.
- b. The specific Article(s) and Section(s) of the Agreement alleged to have been improperly administered or violated.
- c. The remedial action requested.

The process for submittal and resolution is as follows (grievance only moves forward if it remains unresolved):

#### Step 1:

Submit grievance to the Union grievance committee, Human Resources and the Fire Chief or their designee within thirty (30) calendar days from the Union Executive Board becoming aware of the event giving rise to the potential grievance.

#### Step 2:

The Union grievance committee shall investigate the grievance and provide a written response to the grievant, Human Resources and the Fire Chief as to their findings and recommendation within fourteen (14) calendar days of their receiving the grievance. The written response shall include a statement from the supervisor or person as to why the action occurred, if applicable.

#### Step 3:

The Union and the Department shall meet and confer within ten (10) calendar days from the notification to Human Resources and the Fire Chief to resolve the grievance.

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Step 4:

After thirty (30) calendar days from the meet and confer date, if the grievance remains unresolved, the grievance shall be submitted to binding arbitration utilizing the following process:

- a. A list of nine (9) names shall be jointly requested from the Federal Mediation and Conciliation Services (FMCS). The Department and the Union shall alternately strike one name from the list until only one name remains. The order of striking shall be determined by a coin toss. The one remaining shall be the Arbitrator. One working day may be allowed for the striking of each name.
- b. The Arbitrator shall hold a hearing at which the parties may submit their cases concerning the grievance. The hearing shall be kept private, and shall include only such parties in interest and/or designated representatives.
- c. The Arbitrator shall have no power to render a decision that will add to, subtract from, or alter, change, or modify the terms of this Agreement. The Arbitrator's power shall be limited to the interpretation or application of the expressed terms of this Agreement. All other matters shall be excluded from arbitration. The Arbitrator shall not substitute their judgment on a matter or condition for that of the Department where the Department has not negotiated and limited its authority on the matter or condition.
- d. The decision of the Arbitrator shall be final, conclusive, and binding upon the Department, the Union, and the employees involved.
- e. The cost of the Arbitrator shall be borne equally by the Department and the Union, and each party shall bear the cost of representing its own case.
- f. The Arbitrator's decision shall be made in writing and shall be issued to the parties within thirty (30) calendar days after the hearing is closed.
- g. Arbitration or grievance settlements shall not be made retroactive beyond the date of the occurrence or nonoccurrence upon which the grievance is based, that date being ten (10) or less calendar days prior to the initial filing of the grievance.
- h. It is specifically and expressly understood and agreed that taking a grievance appeal to arbitration constitutes an election of remedies and a waiver of any and all rights by the appealing employee, the Union, and all persons it represents to litigate or otherwise contest the appealed subject matter in any court or other available forum shall constitute an election of remedies and a waiver of the right to arbitrate the matter.

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- i. In the event the Arbitrator finds that he/she has no authority or power to rule in the case, the matter shall be referred back to the parties without decision or recommendation on the merits of the case.

Section C

Time Limits

Any time limits stipulated in this Article shall be extended by seven (7) calendar days by notification to Human Resources and/or the Union grievance committee by email or other written method prior to the timeline expiring. Any further modification to the timelines will be made only by agreement in writing by the Department and the Union. The parties may also, by mutual written agreement, waive any steps of the Grievance Procedure to advance said grievance to expedite a resolution. If at any step in the Grievance Procedure the Department's answer is deemed unsatisfactory, the Union's and/or the aggrieved employee's reasons for non-acceptance must be presented in writing. Failure by an employee and/or the Union to comply with any time limitation of the procedure in this Article shall constitute withdrawal of the grievance. Failure of the Department to respond within the time limitations of the procedure in this Article shall default the grievance to Arbitration as per the procedure described in Step 4a-4i of this Article.

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**ARTICLE 14: Reduction in Force and Reduction in Classification**

Section A In the event it becomes necessary for the Department to reduce employees, the Department will utilize the seniority list and reduce employees by classification as it pertains to the source of revenue loss necessitating the reduction. Revenue is defined as *King County EMS Levy and/or Shoreline Fire Department General Fund income*. A reduction in force may result in a *Reduction in Classification (RIC)* and/or a *Reduction in Force (RIF)*. Due to the limited number of positions represented in this contract a RIC may not be possible due to the requirements for a lower position.

Section B Reduction in Classification  
A *Reduction in Classification* is a reduction of a position to a lower level one in responsibility and/or pay.

A *Reduction in Classification* may result in a reduction of force.

**EXAMPLE:**

If the Shop Supervisor were to be reduced, that employee, could be reduced to the Mechanic position. This *Reduction in Classification* may result in the Mechanic position reducing to a Facilities Vehicle Technician position and then a *Reduction in Force* with the Facilities Vehicle Technician being laid off.

Section C Reduction in Force  
A *Reduction in Force* occurs when the total number of employees is reduced. The employee having the least seniority in a classification is subject to reduction and shall have bumping rights over a less senior employee in a lower or lateral classification.

Section D "Seniority" as used in this Article shall be defined as *the length of continuous full-time service with the Shoreline Fire Department beginning with the last date of hire with not more than one break in service of thirty-one (31) calendar days*.

Section E Employees subject to a *Reduction in Classification* or a *Reduction in Force* shall be recalled by the Department in the inverse order provided that those recalled have the ability to meet the qualifications to serve in the classifications in which the opening exists.

Section F The Union shall cooperate with the Department to maintain a list of employee contact information of all employees who have been laid off. Notice(s) of recall shall be sent by the Department to the employee(s) at their last known address by certified mail with return receipt requested with a copy to the Union. If any employee fails to report to work within twenty-one (21) calendar days from the date of mailing of the notice of recall, that employee shall be considered to have terminated employment with the Department, shall cease to have seniority, and the employee's name will be removed from the recall list.

Section G Recall right for any employee shall expire twenty-four (24) months from the date of layoff. A written notice of expiration or loss of recall rights shall be sent to the employee's last known address by certified mail with return receipt requested with a copy to the Union.

Section H Benefits and seniority shall not accrue during the layoff period.

Section I The Department shall provide the Union with a current seniority list in January of each year. Employees having the same date of full-time hire and/or length of continuous service shall be placed on the seniority list in accordance with the Fire Chief interview ranking in order of the highest ranking first.

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**ARTICLE 15: Wellness-Fitness Participation**

- Section A The Department and the Union mutually recognize the vital importance of an employee's physical and mental health and its relationship in fulfilling the mission of the Department. The Department and the Union also agree that physical fitness is an essential job requirement and it is in the best interest of the individual employee to fully participate in the Wellness/Fitness Program.
  
- Section B The Wellness Fitness program shall be coordinated by a Labor/Management committee as detailed in Safety & Health Policy 517.
  
- Section C All employees shall participate in the Wellness Fitness Program as detailed in Safety & Health Policy 517.

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**ARTICLE 16: Probationary Term of Employment**

Section A The probationary period for new employees shall begin from date of hire and consist of an accumulation of twelve (12) months of employment excluding time loss of more than thirty (30) days. Failure to successfully complete probation shall result in termination.

Section B A Department employee promoted to fill a vacant position within the bargaining unit shall be subject to a twelve (12) calendar month probationary period. In the event the employee does not successfully complete the probationary period, such employee shall be reassigned to their former job classification and pay.

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**ARTICLE 17: Conflict of Interest**

Section A Employees that fall into the category of relationship as defined in Section D shall be constrained in their work schedule with each other subject to the following conditions identified in Sections B and C. Employees that have entered into these defined relationships shall notify Human Resources as soon as practical.

Section B Peer/Peer employees may be assigned to the same shift but shall not be assigned to the same station on a regular basis. Every effort shall be made to assign affected employees to different emergency apparatus.

Section C Supervisory or Administrative employees shall not be assigned to the same shift or division where they will be in a supervisory or administrative role with the person defined in Section D.

If during the course of any investigation or personnel matter it is determined that the investigator is in a relationship with the person of interest, the investigator must immediately notify their supervisor and recuse them from any further involvement in the process. Under no circumstances shall any individuals who are defined in Section D be included in any disciplinary or investigative actions.

Section D Defined Relationships:

**Relative:** This includes the following relationships: spouse, children, step-children, parent, step-parent, grandparent, grandchild, brother, sister, half-brother, half-sister, aunt, uncle, cousins, niece, nephew, parent-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, domestic partner and/or anyone with whom the employee shares a house, apartment or other living arrangement.

**Close Personal Relationship:** This includes a romantic, dating, cohabitating, sexual, or intimate relationship.

Section E Supervisory employees that enter into a relationship defined in Section D that choose to relinquish their supervisor position and enter a peer-to-peer relationship and assignment defined in Section D shall continue on the acting list as a workbook Acting Officer for that rank and position and shall have their wage frozen until their wage for the new position meets or exceeds their current wage.



**ARTICLE 18: Contractual Hours**

Section A Basic shift arrangements and hours of duty are defined as follows:

Day Shift

Employees assigned to day shift shall work a total of two thousand eighty (2,080) duty hours per typical calendar year and shall average 40 hours per week within a 7-day FLSA work period.

The day shift shall consist of one of the following schedules as determined at the discretion of the Fire Chief or designee. The day shift typically begins between 0600 – 0800 hours but may be adjusted with the approval of the Fire Chief or designee.

- a. Monday through Friday, eight (8) hours per day, with a one (1) hour or one-half (1/2) hour lunch break.
- b. Monday through Thursday, and every other Friday, nine (9) hours per day Monday through Thursday, eight (8) hours on alternating Fridays, with a one (1) hour or one-half (1/2) hour lunch break. (This schedule may also be used to alternate Monday off instead of Friday.)
- c. Monday through Thursday or Tuesday through Friday, ten (10) hours per day, with a one (1) hour or one-half (1/2) hour lunch break.

Disaster Operations Shift

In the event of a major incident(s) requiring around the clock operations, the Fire Chief or their designee may formally declare a Department Disaster requiring disaster operations. In the event of a Department Disaster, an alternative work schedule may be created for the following seventy-two (72) hours with notification to the Union. If the alternative schedule is other than a twenty-four (24) shift, the employees shall be compensated with the day shift premium.

If disaster operations are necessary beyond the initial seventy-two (72) hours, the Department and Union shall meet and confer to determine future schedule needs.

Section B By prior mutual agreement of affected parties, scheduling exceptions may be made to allow day shift employees to vary their schedules in order to meet the needs of their position.

Section C The Department shall provide employees affected by schedule changes with a minimum fifteen (15) days' notice prior to the date the change will take effect. Day shift changes may be made on shorter notice provided that the Department and the affected employee mutually agree.

**ARTICLE 19: Salary Calculations and Pay Periods**

Section A Employees covered by this Agreement shall be compensated in accordance with the wage scale matrix as prescribed in Article 20.

Section B An employee's monthly salary includes the position pay, longevity pay and applicable specialty pay and premiums as indicated per the contractual wage scale matrix.

The annual salary is determined by multiplying the monthly salary by twelve (12).

The hourly rate of pay is determined by multiplying the base monthly salary by 12 months and dividing the annual salary by two thousand eighty (2,080) hours in a year.

Section C Payroll will be processed twice per month under the following schedule.

Full payroll will be processed the Monday prior to the second regularly scheduled Commissioners meeting each month. This processing will include all overtime hours accounted for on the certified daily log up to the processing day noted above, plus the monthly salaries. Payroll for this processing will be released the second to the last working day of the month.

An "overtime only" payroll will be processed the second to last working day of the month. This processing will include only overtime hours accounted for on the certified daily logs by this date. Payroll for this processing period will be paid on the 15<sup>th</sup> of each month. If the 15<sup>th</sup> falls on a Saturday, payment will be made on the preceding Friday. If the 15<sup>th</sup> falls on a Sunday, payment will be made on the following Monday.

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**ARTICLE 20: Wage Scale Matrix**

Section A The Shop Supervisor, Mechanic, Facilities/Vehicle Technician, and Facilities Technician positions covered under this Agreement shall be compensated according to the wage scale matrix below. The percentages in the matrix refer to the calculation using the Mechanic 1, after 24 months, position salary (100%). Refer to Wage Scale Matrix, for the current monthly salaries.

<b>Fleet/Facilities Wage Scale Matrix</b>		
Facilities Vehicle Tech: 0-6 Months	65.0%	
Facilities Vehicle Tech: 7-12 Months	70.0%	
Facilities Vehicle Tech: 13-24 Months	75.0%	
Facilities Vehicle Tech: After 24 Months	80.0%	
Mechanic 1 (EVT Level 1 and T8): 0-6 Months	70.0%	*ASE-T4 & T5. EVT-F1 & F2
Mechanic 1 (EVT Level 1 and T8): 7-12 Months	80.0%	
Mechanic 1 (EVT Level 1 and T8): 13-24 Months	90.0%	
Mechanic 1 (EVT Level 1 and T8): 24+ Months	100.0%	
Mechanic 2 (EVT Level 2): 0-6 Months	80.0%	*ASE-T2, T3 & T6. EVT-F3 & F4
Mechanic 2 (EVT Level 2): 7-12 Months	85.0%	
Mechanic 2 (EVT Level 2): 13-24 Months	95.0%	
Mechanic 2 (EVT Level 2): 24+ Months	105.0%	
Mechanic 3 (EVT Master Level 3): 0-6 Months	85.0%	*ASE-T1, T7 & T8. EVT-F5 & F6
Mechanic 3 (EVT Master Level 3): 7-12 Months	90.0%	
Mechanic 3 (EVT Master Level 3): 13-24 Months	100.0%	
Mechanic 3 (EVT Master Level 3): 24+ Months	110.0%	
<b>Certification and Premium Pay Incentive - BASED OFF OF MECHANIC POSITION:</b>		
Level III EVT Ambulance certification	1.5%	ASE-A4, A5, A9, T1 thru T5. EVT-E0 thru E4.
Designation as "Lead"	7.0%	One Lead FVT, and one Lead Mechanic.
<b>Premiums and Special Pay - BASED OFF OF POSITION SALARY:</b>		
Education Incentive - Associate's Degree	1.5%	
Education Incentive - Bachelor's Degree	2.0%	
Education Incentive - Master's Degree	2.5%	
<i>* Each level builds off of previous ones, so identified certifications are in addition to the levels already achieved.</i>		
<i>** FVT Carter shall not be required to achieve Mechanic 1 or 2 level certifications as part of the job description.</i>		

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The following wage scale matrix shall apply to the Mobile Integrated Healthcare (MIH) unit positions. The percentages are in reference to the wages as identified in, the Wage Scale Matrix.

<b>Mobile Integrated Health</b>	
<b>Clinical Coordinator: 0-24 Months</b>	108.0%
<b>Clinical Coordinator: 25-36 Months</b>	110.0%
<b>Clinical Coordinator: 37-48 Months</b>	112.0%
<b>Clinical Coordinator: 48+ Months</b>	115.0%
<b>Social Worker: 0-24 Months</b>	106.0%
<b>Social Worker: 25-36 Months</b>	108.0%
<b>Social Worker: 37-48 Months</b>	110.0%
<b>Social Worker: 48+ Months</b>	113.0%
<b>Premiums and Special Pay - BASED OFF OF POSITION SALARY:</b>	
<b>Education Incentive - Associate's Degree</b>	1.5%
<b>Education Incentive - Bachelor's Degree</b>	2.0%
<b>Education Incentive - Master's Degree</b>	2.5%
<b>Longevity Premiums - BASED OFF OF POSITION SALARY:</b>	
<b>5 Years</b>	2.0%
<b>10 Years</b>	4.0%
<b>15 Years</b>	6.0%
<b>20 Years</b>	8.0%
<b>25 Years</b>	10.0%
<b>30 Years</b>	12.0%
<b>35 Years</b>	14.0%

Section B Effective January 1, 2022, the Fleet/Facilities and Mobile Integrated Health employee's salaries shall increase by five point five percent (5.5%).

Mechanic 1 salary, after 24 months, shall be \$7,983.06 and the Social Worker salary, after 48 months, shall be \$10,625.92 per month.

Note: The 2022 MIH salaries are derived from a 5.5% increase of 2021 Top Step Firefighter.

Section C Effective January 1, 2023, Fleet/Facilities and Mobile Integrated Health employee's salaries shall be increased by CPI-U June 2021 to June 2022 - All Users Seattle / Tacoma / Bellevue.

Section D Effective January 1, 2024, Fleet/Facilities and Mobile Integrated Health employee's salaries shall be increased by CPI-U June 2022 to June 2023 - All Users Seattle / Tacoma / Bellevue.

**ARTICLE 21: Longevity Pay**

Section A Longevity pay shall be applied to the employee's monthly salary after completing continuous years of full-time service with Shoreline Fire Department as follows:

<u>Years of Service</u>	<u>Longevity Pay</u>
0 Years	0% of the employee's position salary
5 Years	2% of the employee's position salary
10 Years	4 % of the employee's position salary
15 Years	6% of the employee's position salary
20 Years	8% of the employee's position salary
25 Years	10% of the employee's position salary
30 Years	12% of the employee's position salary
35 Years	14% of the employee's position salary

The MIH positions will receive credit years from working at another public agency in a previous LEOFF or PERS position.

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## ARTICLE 22: Overtime Compensation

Section A Employees working in classifications covered in this Agreement are non-exempt employees and are entitled to additional compensation for hours worked outside of their regularly scheduled work week. Unless otherwise noted, all overtime hours shall be compensated at one and one-half times the employee's regular hourly rate of pay.

### Section B Overtime

An employee shall be entitled to overtime pay under the following conditions:

1. When the employee is required to work beyond, either before the start of or beyond the end of, the employee's regular shift they will be compensated for a minimum of thirty (30) minutes of overtime pay. Further compensation will be in increments of fifteen (15) minutes.
2. When the employee is off-duty and is toned-out or otherwise required to report back to work *in response to an emergency or service call*, the employee will be compensated for:
  - a. A minimum of two (2) hours of regular overtime pay when responding Monday - Friday on non-holidays.
  - b. A minimum of two (2) hours of *double time* pay when responding on Saturday, Sunday, or a recognized Department holiday.
  - c. Employees will be compensated from the time they are contacted, and not to exceed thirty (30) minutes of travel time to the designated work location, unless otherwise approved by the Fire Chief or designee.
3. When the employee is off-duty and is required to report to work *to conduct non-emergent business*, he/she will be compensated for:
  - a. A minimum of one (1) hour of regular overtime pay.
  - b. In lieu of overtime compensation, the employee may elect to flex their time with the approval of the Fire Chief or designee.
4. Employees who select one of the following work week options will not be paid overtime for additional hours worked during the standard workweek until the employee exceeds forty (40) hours for that week.
  - a. Thirty (30) hours (10 hours per day) or
  - b. Thirty-two (32) hours (8 hours per day)

Section C

Compensatory Time

Any employee entitled to overtime pay under this Article may elect to receive compensatory time at the rate of time and one-half in lieu of monetary payment at the same rate. Compensatory time may be accrued up to a maximum of ninety-six (96) hours. Unscheduled compensatory time shall be allowed to be carried over from one year to the next. Upon termination or retirement, employees shall be compensated at their regular hourly rate of pay for all compensatory hours accrued.

Compensatory Time shall be taken off in accordance to Administration Policy 108.

When an employee cancels compensatory time, the time will be added back in to the employee's bank of compensatory time. In circumstances when the cancellation of compensatory time off results in a balance exceeding the maximum allowable hours, one of the following shall occur:

- The employee shall (at the same time of cancellation) request and receive approval for compensatory time off to reduce the compensatory bank to, or below, the maximum ninety-six (96) hours.

OR

- All excess hours will be automatically processed for payment to the employee within the next 45 days.

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**ARTICLE 23: Holiday Time Off**

Section A Department Holiday Schedule

The following dates are recognized as legal holidays and shall be observed by Department personnel working the day shift schedule:

New Year's Day	January 1
Martin Luther King Day	Third Monday in January
Presidents Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Native American Heritage Day	Fourth Friday in November
Christmas Day	December 25

Section B Holiday Time Off – Day Shift

Personnel working a day shift will be given one hundred twenty (120) hours of holiday leave each calendar year. Personnel will be charged holiday hours for these days, but may be modified by prior approval of the Fire Chief.

In circumstances when an employee's regularly scheduled day off falls on a Department holiday, another day(s) shall be scheduled as the employee's holiday time off within the calendar year and vacation scheduling parameters. Requests to reschedule holiday time off must be approved in advance by the employee's supervisor or designee using the appropriate form. Any remaining hours not used for holidays shall also be scheduled in accordance with vacation scheduling parameters within the current calendar year.

Employees hired during the calendar year shall receive credit for the whole month they start and shall have their holiday hours pro-rated at ten (10) hours per month for auditing and scheduling purposes. Regardless of vacation hours available they shall have Department recognized holidays off for the month in which they start employment.

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**ARTICLE 24: Sick Leave**

Section A Sick Leave Accrual

Employees will accumulate sick leave as follows:

- a. Employees shall accumulate paid sick leave at the rate of fourteen and one half (14.5) hours for each full month of service up to a maximum of 1,488 hours. A maximum of 1,272 hours of accumulated sick leave may be carried over each succeeding year.
- b. Sick leave shall be pro-rated based on actual hours worked.
- c. Sick leave shall not accrue during layoff, or unpaid leave of absence.

Section B New employees will be granted one hundred seventy-four (174) hours of sick leave at their time of hire, but will not accrue further sick leave consistent with Section A until they have completed their twelfth (12<sup>th</sup>) month of employment.

Section C Temporary Duty Disability (TDD) – Wellness Exam Participants

When an employee completes the *full* wellness exam (physical and hearing test) in a given calendar year and he/she experiences TDDs in the subsequent year, he/she will be covered for a period of time not to exceed a total of six (6) months (182 days) at their current rate of pay. This shall be accomplished through a combination of Labor and Industries time loss payments with the balance supplemented by the Department to make the employee whole. Such supplement shall not be charged against the employee's sick leave. During the Labor and Industries' approved time loss, the employee shall continue to receive benefits. The same claim that carries over to the following year may get additional time depending on the wellness exam status for that year. However, an employee cannot exceed 182 days for any single claim, even if it carries over into another year where they have more days available. However, the employee can have multiple claims in a year and receive up to a total of 182 days. When an employee completes the *annual* wellness physical off duty, they shall be paid three (3) hours of overtime.

When an employee completes the *modified* wellness exam (physical and hearing test) in a given calendar year and he/she experiences TDDs in the subsequent year, he/she will be covered for a period of time not to exceed a total of three (3) months (91 days) at their current rate of pay. This shall be accomplished through a combination of Labor and Industries time loss payments with the balance supplemented by the Department to make the employee whole. Such supplement shall not be charged against the employee's sick leave. During the Labor and Industries' approved time loss, the employee shall continue to receive benefits. The same claim that carries over to the following year may get additional time depending on the wellness exam status for that year. However, an employee cannot exceed 91 days for any single claim, even if it carries over into another year where they have more days available. However, the employee can have multiple claims in a year and receive up to a total of 91 days. When an employee completes the *modified* annual wellness physical off duty, they shall be paid one and one half (1.5) hours of overtime.

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Using DRS Method 1, the Department shall report full monthly salary and service credit for all PERS employees receiving wellness program supplement during periods of TDD. The required member contributions shall be deducted from the employee's monthly paycheck upon receipt of notice of the time loss payment. In circumstances where the employee receives combined time loss payments for periods in excess of one month, the contributions shall be deducted over several consecutive months. The contribution shall be processed as a post-tax deduction. *Reference: DRS Employer Notice: 17-007*

If the TDD exceeds the wellness supplement period, then the Department shall provide additional supplement in accordance with RCW 41.04.500 using the approved Form. DRS Method 1 will not be applied and actual reportable hours and compensation shall be recorded with the Department of Retirement Systems. Prior to retirement, the employee shall have the option to contact the Department of Retirement Systems directly to purchase up to twenty-four (24) months of additional service credit, of which six (6 months) is interest free.

**SPECIAL NOTE:** Employer contributions to the disability leave supplement provision do not qualify as basic salary and are not reportable; however, accrued leave hours are reportable.

EXAMPLES: See below scenarios for examples of the benefit.

Example 1	
2019	Full Wellness exam completed
2020	182 Days available for 2020
2020	No wellness exam completed
2021	L&I Approved Claim – <b><i>no</i></b> days available for 2021

**Scenario:** Employee has an approved Labor and Industries claim for December 1 – 31, 2020. This is the first claim for the employee for 2020. The employee is made whole for 31 days since there are 182 days remaining for 2020. Since the employee did not complete a wellness exam in 2020 (even if they are still receiving time loss), they are not eligible for make whole in 2021. So, total days is 31.

Example 2	
2019	Full Wellness exam completed
2020	182 Days available for 2020
2020	Modified Wellness exam completed
2021	L&I Approved Claim – <b><i>91</i></b> days available for 2021

**Scenario:** Employee has an approved Labor and Industries claim for December 1 – April 30, 2021. This is the first claim for the employee for 2020. The employee is made whole for 31 days in 2020 (Dec 1-31) since

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there is still some of the 182 days remaining from 2020. While the claim is eligible for 182 days total, the employee is only eligible for an additional 91 days in 2021 since they took a modified in 2020. The total this claim will receive is 31 days (Dec 2020), 31 (Jan, 2021), 28 (Feb 2021), 31 (Mar 2021) and 1 (Apr 1) for a total of 122 hours. This represents 31 days in 2021 and 91 days in 2021, which is the maximum available for 2021. If the employee has another claim in 2021, they will not be eligible to be made whole since they only had a modified exam the previous year.

Section D Temporary Duty Disability (TDD) – No Wellness Exam

Employees not completing either wellness exam in a given calendar year who have a TDD in the subsequent year shall be supplemented by the Department in accordance with RCW 41.04.500 to make their gross monthly base pay check whole. However, the employee shall use accrued paid leave hours to supplement the time loss. Actual reportable hours and compensation shall be recorded with the Department of Retirement Systems. The employee shall have the option to contact the Department of Retirement Systems directly to purchase up to twenty-four (24) months of additional service credit, of which six (6 months) is interest free. During the Labor and Industries' approved time loss, the employee shall continue to receive benefits.

The *full* wellness exam, *modified* wellness exam, and time loss supplement forms may be updated and/or changed by mutual agreement of the Labor Management Committee.

A new employee will be covered during their first and second calendar year of employment as though he/she completed the *full* wellness exam. To be covered during the third year of employment, the new employee will need to complete either wellness exam.

Section E For an on-the-job injury it is the employee's responsibility to communicate any time loss with their claim manager and to follow up with their doctor. When on extended sick leave, employees may be re-assigned to day-shift schedule, for Telestaff purposes, depending on Department needs.

Section F Sick Leave Usage

Sick leave shall be granted for the following:

- a. Personal illness, injury, or incapacity of the employee, including any related emergency care.
- b. Enforced quarantine of the employee by a public health official.
- c. Care of a dependent child under the age of 18 or a disabled adult child with a health condition that requires treatment or supervision.

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- d. Emergency care or preventative care of a dependent child under the age of 18 or a disabled adult child.
- e. Care for a pregnant spouse or child who is incapacitated. This may include prenatal examinations.
- f. Scheduled doctor appointments which, due to circumstances, cannot be scheduled while off duty.
- g. Maternity leave for an expectant mother.
- h. Any other leave allowed by the Washington Family Care Act, Washington Family Leave Act, and/or FMLA.

Section G In circumstances when sick leave is not pre-approved, an employee must immediately notify their supervisor when taking or going out on sick leave. Failure to make prompt notification may result in denial of sick leave pay.

In the interest of employee and shift team safety, sick leave utilization by an employee that exceeds forty-eight (48) hours (24-hour shift employees) or forty (40) hours (day shift employees) for the preceding twelve (12) month period shall be subject to review.

The Fire Chief may also require an employee to obtain a written certification of the employee's condition and ability to perform the full-scope responsibilities of the employee from the Department's designated physician. Time spent obtaining physician verifications will be counted as sick leave time and not subject to overtime pay.

The Fire Chief or designee has full authority to require an employee, who shows signs and/or symptoms that they may be unfit for duty, to see a physician. An employee found to be unfit for duty will be placed on sick leave or disability. An employee found to be fit for duty will not be debited with any sick leave used to determine fitness for duty.

Section H An employee who gives birth shall be made financially equivalent to "whole" by the department for up to 3 consecutive months of sick leave immediately following birth. The Department will contribute the "top off" hours above PFML, if using PFML, or the same amount of hours if the employee is not using PFML. If the employee is not using PFML, then they will have to use their sick leave to top off, if wanting to be made whole.

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Section I Sick Leave Incentive

On January 1 of each year, employees with sick leave balances over the maximum allowable carry over amount of 1,272 shall have their sick leave balance reduced to the maximum allowable carry over amount. The amount of hours the employee's sick leave balance is reduced shall be paid at 50% of their hourly rate of pay into the 401(a) Plan by February 15. The hourly rate of pay will be the rate which the employee was paid on December 31 of the previous year.

Section J Retirement

Upon retirement (does not include termination for cause), employees shall have 50% of any unused sick leave hours remaining in their sick leave bank converted to a dollar value and contributed to either their WSCFF Health Care Trust MERP account or their HRA VEBA or equivalent health care trust account recognized by IRS code 501(c)(9). The conversion rate will be 50% of their actual sick leave hours at the time of retirement times their final base hourly rate of pay.

In the event of a line of duty death, employees shall have 100% of any unused sick leave hours remaining in their sick leave bank converted to a dollar amount based upon their hourly rate of pay. That amount shall be paid to their Department of Retirement Systems beneficiary(s).

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**ARTICLE 25: Vacation Leave**

Section A Vacation allowance shall be earned annually based upon the following schedule, and shall become available for use on January 1 the following year.

<u>Years of Service</u>	<u>Monthly Accrual</u>	<u>Annual Accrual</u>
0	7 hours	84 hours
1	8 hours	96 hours
2	10 hours	120 hours
3	12 hours	144 hours
4	16 hours	192 hours
9	18 hours	216 hours
14	20 hours	240 hours
19	22 hours	264 hours
24	23 hours	276 hours
29	25 hours	300 hours

Section B Upon termination, separation, or retirement employees shall receive payment for unused and accrued vacation determined by the actual number of months worked, at their normal hourly rate of pay. If this occurs after ten (10) years with the Shoreline Fire Department, then the payment will be divided equally, 50/50, into their 401(a) Plan and as a cash payment. If less than ten (10) years, then it shall be paid in cash.

Section C Scheduling of vacations shall be based upon the needs of the Department and will be done in an equitable manner for the employees concerned within the mutually agreed upon Administrative Policy 108.

Section D Employees shall be allowed to carryover up to eighty (80) hours of vacation time to the following calendar year. By October 1<sup>st</sup> of each year, employees shall have all hours exceeding forty hours scheduled; otherwise, these hours will be scheduled by the Department.

Section E Employees that intend to retire before July 1 (or later if approved by the Fire Chief) of the following year may carryover vacation hours equivalent to one year of accrual provided that the employee submits notice to retire prior to September 1 of the current year.

**EXAMPLE: SAMPLE CALCULATIONS FOR A 10 YEAR EMPLOYEE**

Vacation accrued in 2022 for 2023	216
Maximum carryover from 2022 to 2023	80
<b>Total hours for 2023</b>	<b>296</b>

However, on 9/1/2022 employee submits for retirement effective 6/30/2023

Maximum carryover from 2022 to 2023	80
Vacation accrued in 2022 to use in 2023	216
Vacation accrued in 2023 from January 1 to June 30	108
<b>Total hours for cash out on 6/30/2023</b>	<b>404</b>
Hourly Rate	\$45.00
<b>Total cash out at retirement</b>	<b>\$18,180</b>

Section F

Employees will have the option to cash out up to 40 hours. The employee will need to submit their request for vacation cash out to payroll by October 1 of each year. The vacation hours will be cashed out at the employee's hourly rate of pay as of October 1 and contributed to their 401(a) by January 1 of the following year.

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**ARTICLE 26: Special Leaves**

**Section A Bereavement Leave**

All day shift employees shall be allowed up to forty (40) hours of Bereavement Leave from the date of occurrence, to be used within thirty (30) calendar days. Additional time off will be reviewed by the Fire Chief or designee and may be approved on a case-by-case basis.

*Bereavement Leave is defined as time off for a death in the employee's immediate family as defined below per RCW 42.17A.005.*

*Immediate Family is defined as an employee's spouse or domestic partner, child, stepchild, grandchild, parent, stepparent, grandparent, brother, half brother, sister, or half-sister of the employee and the spouse or the domestic partner of any such person. In addition, a child, stepchild, grandchild, parent, stepparent, grandparent, brother, half brother, sister, or half-sister of the employee's spouse or domestic partner and the spouse or the domestic partner of any such person.*

**Section B Home Emergency Leave**

Employees shall be allowed up to one (1) work shift occurrence of Home Emergency Leave annually. The intent of Home Emergency Leave is to allow the employee time off using vacation or compensatory time for emergencies as described below.

*Home Emergencies are defined as *an emergent home crisis, emergent or pending damage to the home, personal property and/or the inability for the employee to travel to work due to storm, fire, flooding, earthquake or other similar accidents or acts of nature where advanced planning could not have mitigated the employee's work obligation.**

It is expected that, if possible, the employee shall return to work after the emergent situation has been stabilized.

If the employee does not have accrued leave, then the hours will be deducted from the following calendar year's vacation bank. If the employee requires additional time to stabilize the home emergency, and cannot arrange for a trade, the employee will be granted the use of other optional time off by the Fire Chief or designee. Other situations not specifically covered in this article will be reviewed by the Fire Chief or designee and may be approved on a case-by-case basis.

**Section C Maternity/Paternity Leave**

All employees shall be allowed up to forty (40) hours of paid Maternity/Paternity Leave annually for the birth or adoption of their child. The Maternity/Paternity Leave shall be used no later than thirty (30) days after the birth or adoption of the employee's child.

Upon documentation to the Department of a pregnancy the employee will automatically be allowed the option to work on light duty for the length of their pregnancy.

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**ARTICLE 27: Jury Duty**

Section A The Department agrees to allow time off with full pay and benefits for any employee selected for jury duty regardless of the number of days involved. The employee must immediately return to finish their assigned shift upon completion of the required court hours.

Section B Any funds received for jury duty while on-shift, exclusive of mileage reimbursement, will be returned to the Department.

Section C The following documentation is required for jury duty and shall be submitted to Human Resources:

- Jury Summons (turned in prior to service)
- Compensation documentation
- Release from service documentation (provided from the court)

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**ARTICLE 28: Medical and Dental Insurance**

Section A Medical coverage shall be provided in accordance with the prevailing laws of the State of Washington.

Section B The Department shall pay 100% of the applicable premium costs per month for employee, spouse, domestic partner (as defined by LEOFF Health and Welfare Trust) and eligible dependents for the LEOFF Health & Welfare Trust (LEOFFT) Plan B, a high deductible medical insurance plan.

Employees shall receive a monthly contribution to their HRA VEBA account equal to \$166.67 if single and \$333.33 for employees with a spouse, domestic partner, and/or dependents. The Department shall make the HRA VEBA contributions on a monthly basis. If an employee leaves employment mid-year he/she will receive a prorated amount of the yearly contribution equal to the number of months he/she worked. Employees hired in the middle of a month will also receive prorated contributions.

Union and Management agree that a Labor/Management committee will provide continued oversight and evaluation of health care issues including health care savings vehicles, such as but not limited to HSA's, HRA's and FSA's that may be incorporated into medical coverage offered by the Department. Either party may open this Article. If there are any changes to be made, then the decision will be agreed to by November 15 of the current year. If no decision is reached by November 15, then this Article will remain status quo.

Section C The Department agrees to pay 100% of the applicable premium costs per month to the LEOFF Health & Welfare Trust Dental Plan 2 for all full-time employees, their spouse, domestic partner, and their dependents during the term of this Agreement.

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**ARTICLE 29: Long-Term Disability Insurance**

Section A The Department shall contribute \$500 per year per represented employee as wages for long-term disability insurance. A one-time payment shall be included in each employee's January paycheck. One hundred percent (100%) of the long-term disability policy premium chosen by the Union and the Department will be paid on a monthly basis by each employee utilizing payroll deduction.

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**ARTICLE 30: Health Care Trust: Medical Expense Reimbursement Plan (MERP)**

Section A The Department agrees to enroll all bargaining unit employees in the Washington State Council of Firefighters (WSCFF) Health Care Trust – Medical Expense Reimbursement Plan (MERP).

Section B The monthly contribution shall be made for each employee by the Department in the amount of \$100.00.

Section C Participation, consistent with MERP plan rules, shall be mandatory for all bargaining unit employees.

Section D By January 1 of each year, Local 1760 may establish a supplemental contribution rate utilizing payroll deduction consistent with MERP policy.

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**ARTICLE 31: 457 Plan / Deferred Compensation Program**

Section A The Department shall provide the current Deferred Compensation Plan(s) during the term of this Agreement. Employee participation in the Deferred Compensation Program is mandatory.

Section B The employee shall contribute a minimum of 3% of their monthly salary to deferred compensation.

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**ARTICLE 32: Health Reimbursement Arrangement – Voluntary Employees’ Beneficiary Association (HRA VEBA)**

Section A All employees shall participate in a HRA VEBA or equivalent health care reimbursement trust account program recognized by IRS code 501(c)(9). Contributions to the HRA VEBA account shall be a set dollar amount based on Tier 1, Tier 2 or Tier 3 definitions.

On December 1 of each year, the Union shall notify the Administrative Director of the dollar amount to be applied to each tier for the following year, if changes need to be made.

The tiers are defined as follows:

Tier 1 Employees *without* dependents.

Tier 2 Employees *with* spouses and/or dependents.

Tier 3 Military Exclusion (no contribution)

Employees and/or spouses, through career military service, are and will be covered by the U.S. Government for all medical expenses.

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**ARTICLE 33: Life Insurance**

Section A The Department shall pay the premium for each employee on a group rate for the following life insurance benefits through the WSCFF's partner, DiMartino & Associates. The cost of this program to the Department shall not exceed \$450 annually. Any costs exceeding that amount will be covered by a payroll deduction for that employee. Employees will have the option to purchase additional coverage at their own expense:

- \$100,000 Employee Life
- \$1,000 Dependent Life
- \$100,000 Accidental Death & Disability
- \$100,000 Line of Duty Death Benefit

The provider of life insurance for the Department shall be reviewed on an annual basis and compared to other programs to ensure that it is the best option available to the employees. This review will be conducted by an established insurance review committee as established by the labor management committee.

**ARTICLE 34: Clothing Allowance and Equipment**

**Section A Annual Clothing Allowance**

Each employee shall receive a uniform clothing lump sum payment in the month of January, each year, based on their position. If an employee is not hired on January 1, then the following calendar year credit will be pro-rated appropriately. The annual credit will be increased annually commensurate with CPI-U starting in 2023.

a. New Employees

New employees shall receive an initial clothing allowance of four hundred, forty dollars (\$440.00) which shall be provided on their date of hire.

b. Current Employees

Employees working in Maintenance, Facilities and MIH positions shall receive four hundred, forty dollars (\$440.00) per year.

T-shirts shall be replaced on a quartermaster system, exchanged on an as-needed basis. The number of t-shirt replacements shall not exceed four per year unless specially authorized by a Deputy Chief or their designee. If an employee wants to maintain more than four t-shirts, they shall pay for them using a payroll deduction.

c. Mechanic, Maintenance and Facilities Positions

The Mechanic, Maintenance and Facilities employees shall be provided with coveralls and related cleaning services from a business selected by the Department. In addition, employees working in a Mechanic position shall receive three hundred dollars (\$300.00) per year for the purchase of shoes/boots.

SPECIAL NOTE FOR 2022: Personnel that have previously not opted for the cash dispersal shall have any credit balance remaining at the end of 2021 cashed out.

**Section B** All other protective clothing, equipment, and devices required for employees to perform their duties, shall be furnished to the employee by the Department.

All protective clothing and devices, either supplied by the Department or purchased by the employee for on-duty use, shall conform to Washington State Vertical Standards and the Department's Uniform Policy.

**Section C Maintenance**

Each employee shall be responsible to wear appropriate and well-maintained uniforms at all times. It shall be the employee's responsibility to provide for the cleaning, maintenance, and care of their uniforms.



Section D Department Property

All protective clothing, equipment, devices purchased by the Department shall remain the sole property of the Department. Employees are responsible for the reasonable care of all such Department clothing, equipment, and devices.

Section E Tool Allowance

As part of their salary and benefits package, the Shop Supervisor, Mechanic, and Facilities/Vehicle Technician will be issued a tool allowance of \$500 each year, in January for the purpose of replacing or purchasing new personal tools to be used at work. They will also provide an inventory list of all their personally owned work tools annually to the Deputy Chief of Support Services by the end of January.

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**ARTICLE 35: Education Incentive and Training**

Section A Tuition and books shall be paid by the Department upon approval of the curriculum by the Fire Chief or appointed designee. Failure to receive a passing grade of 2.5 will result in tuition being reimbursed to the Department through payroll deduction. Refer to Admin Policy 139 Establishing a College Education Program for specifics details.

Section B All non-uniform employees who earn degrees or certifications from a nationally accredited institution shall be granted incentive pay increases to their position salary as follows:

- Acquiring an Associate's Degree 1.5%
- Acquiring a Bachelor's Degree 2.0%
- Acquiring a Master's Degree 2.5%

Section C The following certification and corresponding incentive will be added onto the items identified in Section B and do not depend on achieving any of the educational levels as described in Section B. Any certifications below and those included in Article 20 (Wages) must be maintained to receive the associated incentive pay:

- EVT Management (specific only to the Shop Supervisor position) .25%

**ARTICLE 36: Term of Agreement**


The terms of this Agreement shall become effective January 1, 2022, unless otherwise specified herein, and shall remain in effect through December 31, 2024.

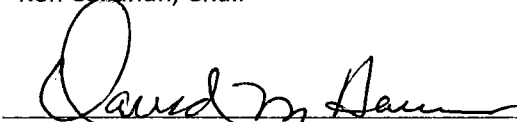
Executed this 9<sup>th</sup> day of June, 2022.

**Shoreline Fire Department**

**Local 1760, IAFF**

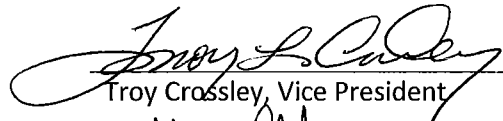
  
Ken Callahan, Chair

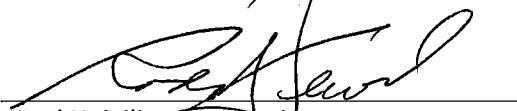
  
Doug Loeser, President

  
David Harris, Vice Chair

  
Brian Ford, Vice-President

  
Kimberly A. Fischer, Commissioner

  
Troy Crossley, Vice President

  
Rod Heivilin, Commissioner

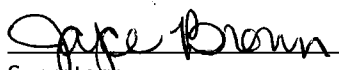
  
Alan Christou, Secretary

  
Barb Sullivan, Commissioner

  
Mark Merlino, Treasurer

  
Matt Cowan, Fire Chief

Attest:

  
Secretary

