

**SIDE LETTER
BETWEEN
THE CONTRA COSTA COUNTY
FIRE PROTECTION DISTRICT
AND IAFF, LOCAL 1230**

This Side Letter is by and between the International Association of Firefighters (IAFF), Local 1230 ("Local 1230" or "Association") and the Contra Costa County Fire Protection District ("District"). Following approval by the Board of Directors for the Contra Costa County Fire Protection District, this Side Letter will take effect on the same day as the effective date of the transfer of the Hazardous Materials Program from the Contra Costa County Health Services Department to the District.

Upon the effective date of the transfer of the Hazardous Materials Program to the District, as determined by the Board of Directors for the District, the Hazardous Materials Program employees will become District employees. Hazardous Materials Program employees entering positions represented by Local 1230 will be subject to the rules of the District that establish the terms and conditions of employment that are applicable to employees represented by the Association. These District rules include the Memorandum of Understanding ("MOU") between Local 1230 and the District (July 1, 2023 – June 30, 2027), the Personnel Management Regulations (PMR), and any other written rule, regulation, or law that would impact the wages, hours, and terms and conditions of employment for employees represented by the Association.

This Side Letter memorializes the understanding between the District and Local 1230 regarding the Hazardous Materials Program employees identified in Attachments A and B, incorporated herein by reference, and their transition into District employment and representation by Local 1230. Local 1230 agrees to the establishment of the new District classifications of Hazardous Materials Inspector and Hazardous Materials Captain identified in Attachments A and B into which the employees will transition.

A. Salary

Employees will be placed into the District classifications listed in Attachments A and B and will be placed at the salary step of the salary range of the District positions listed in Attachments A and B upon the effective date of the transfer of the Hazardous Materials Program to the District.

B. Hire Date and Seniority

The District will recognize the hire dates and merit step anniversary dates in accordance with Attachments A and B for the employees upon their transition into District employment. For purposes of layoff and seniority credit in promotional examinations, the employees listed in Attachments A and B will be considered to have commenced work under the District's merit system on the date they achieved

status in the County comparable to permanent status in the District’s merit system. Time served in volunteer positions shall not be considered when calculating the employees’ hire dates or seniority.

C. Probationary Periods/Status

The employees listed in Attachments A and B will not be required to serve a probationary period for their designated District classification. If any of the employees listed in Attachments A and B are actively serving a probationary period at the time of the transfer, the District will recognize any probationary time already served but will require that any outstanding probationary time be served in the new District classification.

D. Vacation Accrual Rates

Section 10 (Vacation Leave) of the current MOU between the District and Local 1230 will apply to the employees listed in Attachments A and B. Section 10 provides the following vacation accrual rates and thresholds based on the corresponding length of service. Time served in volunteer positions shall not be considered when calculating the employees’ length of service.

40 Hour Shift Employees

<u>Length of Service</u>	<u>Monthly Accrual</u> <u>Hours</u>	<u>Maximum</u> <u>Cumulative</u> <u>Hours</u>
Under 11 years of completed service	10	240
Beg. with 11 – 15 yrs completed service	12-2/3	304
Beg. with 16 – 20 yrs completed service	13-1/3	320
Beg. with 21 – 25 yrs completed service	16-2/3	400
Beg. with 26 – 30 yrs completed service	20	480
Beginning with 31 yrs service	23-1/3	560

All existing vacation balances will be transferred to the District, up to the maximum cumulative hours listed in Section 10 of the MOU between the District and Local 1230.

E. Sick Leave Accruals

Pursuant to the District’s Administrative Bulletin No. 411 (Sick Leave Policy), any existing sick leave accruals for the employees listed in Attachments A and B will transfer in their entirety upon their transition to District employment. The District does not impose a maximum cumulative hours for sick leave accruals as unused sick leave credits carry over from year to year.

F. Other Accruals

Any compensatory time accrued by the employees listed in Attachment A while employed by the Health Services Department may be exhausted prior to the effective date of the transfer. Any unexhausted compensatory accruals will be cashed upon the effective date of the transfer.

Any personal holiday credits accrued by employees listed in Attachments A and B will be transferred from the County to the District, up to the maximum cumulative hours for personal holiday credit listed in Section 9.1.C. of the MOU between the District and Local 1230. For the employees listed in Attachments A and B, any unexhausted accruals other than vacation leave accruals, sick leave accruals, and personal holiday credits will be forfeited when the employees listed in Attachments A and B transfer into the District.

For the employees listed in Attachment B, any Administrative Leave accruals shall be forfeited when the employees in Attachment B transfer into the District.

G. Minimum Qualifications for District Classifications

- A. For all the employees identified in Attachment A of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:
 - Hazardous Materials Inspector – Job Code V4VA

- B. For the employees identified in Attachment B of this Side Letter, the District will recognize the employees' prior full-time work experience with the Health Services Department for purposes of satisfying the minimum qualifications for the following District classifications:
 - Hazardous Materials Captain – Job Code VLHC

- C. All employees identified in this Side Letter shall be expected to meet the minimum qualifications and certification requirements for their classification within the timeframes specified in their respective job specifications.

H. CUPA Differential

The District and the Association agree to establish a five-percent (5%) California Certified Unified Program Agency ("CUPA") differential. Eligible employees in the CUPA program will receive a differential of five percent (5%) of the employee's monthly base rate of pay.

The District and Association agree to add the following language to a newly created Subsection of Section 5 – Salaries of the MOU between the Parties as follows:

5.20 California Certified Unified Program Agency Differential. Hazardous Materials Inspectors (V4VA) in the California Certified Unified Program Agency ("CUPA") program will receive a differential of five percent (5%) of the employee's monthly base rate of pay. To be eligible for this differential, employees must complete all minimum trainings, assignments, and certifications required by the District to qualify for assignment to the CUPA

Program.

- I. **Training and Prevention Differential.** The District and the Association agree that those employees listed in Attachment B who will be placed in the District's Hazardous Materials Captain (Job Code – VLHC) classification who are allocated to the Contra Costa County Fire Protection District Hazardous Materials Division shall be eligible for the Training and Prevention Differential listed in Subsection 5.17 – Training and Prevention Differential of the MOU between the parties. Eligible employees shall receive a monthly pay differential of fifteen percent (15%) of base pay. The District and the Association agree to add the classification of Hazardous Materials (Job Code – VLHC) to Subsection 5.17 of the MOU between the Parties as follows:

5.17 Training and Prevention Differential. Employees in the classifications of Fire Training Captain (RPTE), Fire Prevention Captain (RPTD), Fire Captain-Paramedic/40 Hour (RPTF), Fire Training Captain – Paramedic (RFTG), ~~and~~ Fire Captain – 40 Hour (RPTC), and Hazardous Materials Captain (VLHC), who are permanently allocated to the Contra Costa County Fire Protection District Training Division, Fire Prevention Bureau, Hazardous Materials Division, or the EMS Division, shall receive a monthly pay differential of fifteen percent (15%) of base pay.

- J. **Off Duty Standby Differential.** The District and Association agree to the following modifications to Section 5.12 of the MOU between the parties.

5.12 Off Duty Standby Differential. Represented members assigned to participate in the Fire Investigation Off-Duty Standby Team and/or as Public Information Officers, or Hazardous Materials Standby will receive a monthly pay differential of 5% of their base pay. Employees in the Fire Investigation Off-Duty Standby Team and/or Public Information Officer, or Hazardous Materials Standby roles will only receive a single differential of 5% regardless of whether they are serving in one or ~~both~~ multiple roles.

To be eligible for this differential, the employee must be on-call to the Fire Investigation Off-Duty Standby Team and/or as a Public Information Officer, or Hazardous Materials Standby at least ten (10) days per month and must have their schedule approved by the ir Assistant Fire Chief ~~Fire Marshal~~, or ~~his~~ their designee.

- K. **District Benefits & Open Enrollment**

The employees identified in this Side Letter will receive the same health/retirement benefits applicable to their new employment in the District as other similarly situated District employees and will not retain any health benefits, retirement benefits, or retiree health benefits provided by the Health Services Department that are different from or not offered by the District. The employees will also be afforded a special open enrollment period for District health benefits

after they enter District employment. Prior to the effective date of the program transition, Human Resources will convene an informational meeting to discuss the District's health benefits.

L. Entire Agreement

This Side Letter is fully integrated and constitutes the entire agreement and understanding between the Parties regarding the terms and conditions of District employment for the employees identified in this Side Letter. The terms and conditions of employment applicable to all District employees are applicable to the employees identified in this Side Letter unless specially changed by this Side Letter. There are no oral understandings, terms or conditions, and neither Party has relied on any representation, express or implied, not contained in this Side Letter. All prior understandings, terms or conditions are deemed merged into this Side Letter.

This Side Letter will remain in effect until terminated by the Parties. All other terms and conditions of the current MOU between the District and Local 1230 (July 1, 2023 – June 30, 2027) remain unchanged by this Side Letter.

Date: 5/27/2026

Contra Costa County Fire District:
(Signature / Printed Name)

DocuSigned by:		
	Aaron McAlister	Aaron McAlister
DocuSigned by:		
	Rebecca Cox	Rebecca Cox
	/	
	/	
	/	

IAFF, Local 1230:
(Signature / Printed Name)

Signed by:		
	Vince Wells	Vince Wells
Signed by:		
	Shane Kelly	Shane Kelly
	/	
	/	
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ATTACHMENT A

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire District Job Code	Fire District Step Placement
78305	Ackerman	Amanda	Hazardous Materials Spec II	V4VC	2/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
80762	Bryant	Xavier	Hazardous Materials Spec II	V4VC	9/29/2014	7/1/2026	Hazardous Materials Inspector	V4VA	7
81811	Dwight	Sara	Hazardous Materials Spec II	V4VC	6/15/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
47213	Friedman	Lacey	Hazardous Materials Spec II	V4VC	6/18/1990	7/1/2026	Hazardous Materials Inspector	V4VA	7
73129	Johnson	Trisha	Hazardous Materials Spec II	V4VC	2/19/2008	7/1/2026	Hazardous Materials Inspector	V4VA	7
91651	Kierstead	Glenda	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
80257	LeCount	David	Hazardous Materials Spec II	V4VC	4/20/2015	7/1/2026	Hazardous Materials Inspector	V4VA	7
91649	Menge	Nicklaus	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
91650	Ruane	Edward	Hazardous Materials Spec II	V4VC	2/14/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
69842	Umemoto	Nicholas	Hazardous Materials Spec II	V4VC	4/29/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
78488	Williams	Ian	Hazardous Materials Spec II	V4VC	8/1/2013	7/1/2026	Hazardous Materials Inspector	V4VA	7
82821	Zappelli	Fahlon	Hazardous Materials Spec II	V4VC	1/12/2016	7/1/2026	Hazardous Materials Inspector	V4VA	5
92056	Foley	Madison	Hazardous Materials Spec II	V4VC	6/20/2022	7/1/2026	Hazardous Materials Inspector	V4VA	4
92338	Huynh	Jeremy	Hazardous Materials Spec II	V4VC	8/23/2022	7/1/2026	Hazardous Materials Inspector	V4VA	7
94016	Rivera	Andre	Hazardous Materials Spec II	V4VC	9/1/2023	7/1/2026	Hazardous Materials Inspector	V4VA	4
93818	Young	Gregory	Hazardous Materials Spec II	V4VC	7/31/2023	7/1/2026	Hazardous Materials Inspector	V4VA	5
97595	Montes Lopez	Rozeli	Hazardous Materials Spec I	V4WG	1/20/2026	7/1/2026	Hazardous Materials Inspector	V4VA	3

ATTACHMENT B

Employee ID Number	Last	First Name	Health Services Classification	Job Code	County Hire Date	New Anniversary Date	Fire District Classification	Fire District Job Code	Fire District Step Placement
80039	Pham	Hung	Supervising Hazardous Materials Specialist	VLHB	4/28/2014	7/1/2026	Hazardous Materials Captain	VLHC	7
78346	Melik-Abramians	Karine	Supervising Hazardous Materials Specialist	VLHB	2/1/2013	7/1/2026	Hazardous Materials Captain	VLHC	7
73148	Lewis	Devra	Supervising Hazardous Materials Specialist	VLHB	2/9/2008	7/1/2026	Hazardous Materials Captain	VLHC	7