

Pacific County Fire Protection District 1
Special Commissioner's Meeting
June 12th, 2023 – 9:00 A.M.
Station 21-1, 26109 Ridge Ave., Ocean Park



AGENDA

Establish Quorum/Call Meeting To Order/Approval of Agenda

New Business:

1. Single Role Paramedic MOU
2. Other District Business

Executive Session

Adjourn Meeting by Chairman

Memorandum of Understanding

Pacific County Fire District #1 and IAFF Local #3999

Re: Single Role Paramedics

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into by and between the Pacific County Fire District No. 1 ("District") and the International Association of Fire Fighters Local Union No. 3999 ("Union"), collectively as the "parties".

A. Purpose

The parties have entered into a 2023-2024 Collective Bargaining Agreement ("Agreement"). This MOU addresses the wages and working conditions of the new Single Role Paramedic positions employed by the District.

Through pro-active collaboration, the parties wish to address the increasing emergency medical services needs of the community and related staffing impacts. The addition of Single Role Paramedics is intended to augment existing regular, full-time firefighters.

The parties prefer to staff operations with full-time, dual-role Firefighter-Paramedics and Firefighter-EMTs. Therefore, the District's intent is not to replace dual role Firefighter positions with Single Role Paramedics. However, Single Role Paramedics are appropriate to augment District staffing and its medical responses and services. Thus, Single-Role Paramedics will provide peak demand coverage, improve interfacility transfer capabilities, and increase opportunities for shift firefighters.

B. Agreement

IN CONSIDERATION FOR the mutual promises and covenants contained herein, the parties agree as follows:

1. The Single Role Paramedic position is covered in the Agreement. Unless otherwise provided for or agreed to in this MOU, the Agreement's terms apply to the Single Role Paramedic position.
2. Work Schedule for Single Role Paramedics
 - a. The normal work week for assigned shift employees shall be forty-four (44) hours per week.
 - b. Shifts will be scheduled, by the District, four (4) eleven (11) hour shifts per week.
 - c. One shift will be an eleven (11) hour period, with working hours of 0900 – 2000 hours.

- d. The Single Role Paramedic compensation will follow the schedule set out below, however the Single Role Paramedic schedule is subject to modification per Article 5 of the Agreement. If the Single Role Paramedic Work Schedule is changed, this MOU and the Wage Scale below may need to be modified based on the schedule and/or overtime hours actually worked.

3. Wages

- a. Single Role Paramedics do not qualify under the FLSA Section 207(k) exemption. Therefore, four (4) hours of pay during the 44-hour work week will be calculated at the overtime rate of 1.5 times the employee's regular pay rate. The Single Role Paramedic actual Hourly wage is listed in the chart below, with four (4) hours per week of overtime pay accounted for in the Monthly Wage column.
- b. New hires shall be placed in the annual wage step table as determined by the Employer. See below for the wage schedule.

WAGE SCALE				
2023 - Single Role Paramedics		Hourly	Monthly	Increase
0-12 MONTHS	PROBATIONARY	\$ 23.05	\$4,594.23	
13-24 MONTHS	5TH CLASS	\$ 24.20	\$4,823.95	5%
25-36 MONTHS	4TH CLASS	\$ 25.41	\$5,065.14	5%
37-48 MONTHS	3RD CLASS	\$ 26.68	\$5,318.40	5%
49-60 MONTHS	2ND CLASS	\$ 28.01	\$5,584.32	5%
61+ MONTHS	1ST CLASS	\$ 29.42	\$5,863.54	5%
2024 - Single Role Paramedics		Hourly	Monthly	Increase
0-12 MONTHS	PROBATIONARY	\$ 24.20	\$4,823.95	
13-24 MONTHS	5TH CLASS	\$ 25.41	\$5,065.14	5%
25-36 MONTHS	4TH CLASS	\$ 26.68	\$5,318.40	5%
37-48 MONTHS	3RD CLASS	\$ 28.01	\$5,584.32	5%
49-60 MONTHS	2ND CLASS	\$ 29.42	\$5,863.54	5%
61+ MONTHS	1ST CLASS	\$ 30.89	\$6,156.71	5%

Note: The District agrees to a 5% wage increase for 2024.

- c. Lateral transfers will be considered, at the discretion of the District, to fill full-time positions. Lateral transfers must: (i) have successfully completed a probationary period as a full-time paramedic; and (ii) must have two years of continuous full-time service as a career paramedic in a transporting agency.

- d. Article 10.4 of the Agreement shall be used to determine the starting wage for lateral transfers, internal transfers from EMT to Paramedic, and from Single Role Paramedic to dual role Firefighter-Paramedic.
- e. Article 10.5 of the Agreement shall determine longevity pay, if applicable, for Single Role Paramedics.
- f. Article 10.6 of the Agreement does not apply to Single Role Paramedics, except for the recruitment/referral bonus for full-time positions.
- g. Article 10.7 shall apply to Single Role Paramedics.

4. Vacation Leave

The 40-hour work week schedule for Vacation accrual under Article 18 shall apply to Single Role paramedics.

5. Sick Leave

The 40-hour work week schedule for Sick Leave Accrual under Article 16 shall apply to Single Role Paramedics.

6. Holidays

If the Single Role Paramedic works on one of the recognized holidays (as outlined in Article 17.1), they shall receive overtime pay of one-and-one-half times (1.5x) the regular rate of pay for the holiday hours worked. Single Role Paramedics will not qualify for the holiday payout as outlined in Section 17.2

7. This MOU is effective upon full execution.

IN WITNESS WHEREOF, the parties have executed this Agreement as their free and voluntary act on the dates set forth below.

PACIFIC COUNTY FIRE DIST. NO. 1

INT'L ASS'N OF FIRE FIGHTERS
LOCAL UNION NO. 3999

Jacob Brundage
Fire Chief

[NAME]
Local Union President

Date

Date

PACIFIC COUNTY FIRE DIST. NO. 1

Fred Hill
Chairperson, Board of Commissioners

Date

DRAFT

PACIFIC COUNTY FIRE DISTRICT 1

JOB DESCRIPTION

TITLE: Single Role Paramedic

REPORTS TO: Assistant Chief of EMS & Safety

GENERAL FUNCTIONS:

Protects life and property through illness and injury prevention programs; performs basic and advanced medical aid activities to reduce morbidity in cases of accidents, acute illness, or injury; responds to rescue/emergency medical aid calls and responds to provide EMS support on fire incidents on an assigned shift; maintains medical apparatus, equipment, records and reports, quarters and grounds. Completes documents for patient care encounters. Provides emergent and non-emergent medical transportation of patients to and from hospitals.

SUPERVISORS:

Direct supervision is from the Assistant Chief of EMS & Safety and is performed in accordance with established procedures, although individuals may exercise independent judgment in emergency situations. On Duty Chief Officers and Shift Officers may be responsible for directing responses/resource management. Paramedic treatment of patients may be under the direct or indirect supervision of a physician. Community Risk Reduction program activities will be directed by the Public Education Coordinator.

Supervision is not normally a function of this classification, although incumbents may supervise emergency medical technicians at an emergency scene.

PRIMARY DUTIES:

Paramedic Duties

Drives, operates and maintains emergency medical apparatus and equipment.

Responds to alarms as a member of the medic unit team within the incident command system and performs rescue or patient extrication as necessary, performs other medical duties per established department guidelines and protocols of the Medical Program Director.

Responds to fire incidents to provide EMS support including firefighter rehabilitation to the public and firefighters on fire scenes.

Operates under written standing orders from a physician, initiates basic and/or advanced life support for all requests for EMS service.

Consults via telephone or radio with the physician in emergency medical situations when the medical situation is beyond the scope of the standing orders.

Responds to alarms; provides patient care and transportation to appropriate facility for both emergency and non-emergency requests. Performs interfacility transfers as directed.

Performs Community Risk Reduction visits to private residences. Evaluates and recommends safety strategies using department checklists and assists patients with implementation of safety strategies.

Provides follow up contact and care with District#1 residents after recent transport for injury or illness under the direction of Community Risk Reduction Program administrator.

Completes accurate patient reports for use by the hospital emergency department staff, presents patients to the hospital staff and may assist with or continue patient care when emergency department staff is exceeded by patient load.

Attends classes and in-service training to maintain paramedic skills and certifications.

Maintains current AHA BLS Provider, ACLS, and PALS provider certification or equivalent as determined by the MPD.

Maintains, cleans and restocks ambulance and aid vehicle. Maintains, cleans and restock EMS equipment on other District #1 apparatus.

Instructs or assists in the instruction of classes for the general public and local schools on topics such as CPR, first aid and emergency medical treatment operations. Instructs or assists with emergency medical training within the department. Participates in public education activities as directed.

Participates in research, inventory, and acquisition of medical devices and techniques, supplies, and equipment.

Assists with preparing grant applications, Community Risk Reduction program materials and other detailed EMS reports.

Provide community education related to fire safety and injury prevention as part of a public education program.

Completes accurate detailed reports of all emergency incidents during assigned shift.

Participates in drills and classes on disaster response, emergency medicine, fire prevention, equipment operations, fire ground safety, emergency vehicle accident prevention (EVAP) and other topics necessary to maintain the skills of the job.

Completes other duties as assigned.

Participates in continuous quality improvement activities as directed

Job Responsibilities Related to Patient Privacy

Protects the privacy of all patient information in accordance with PCFD#1 privacy policies, procedures, and practices, as required by federal and state law, and in accordance with general principles of professionalism as a health care provider.

Access protected health information and other patient information only to the extent that is necessary to complete job duties. Shares such information with those who have a need-to-know specific patient information to complete their job responsibilities related to treatment, payment, or other department operations.

Reports any concerns regarding PCFD#1's policies and procedures on patient privacy and any observed practices in violation of such policies to the District's Privacy Officer.

Participates in District privacy training and is required to communicate privacy policy information to co-workers, students, patients, and others in accordance with District policies.

General Duties

Performs general maintenance work on fire district buildings, vehicles, grounds and equipment; including but not limited to washing walls, floors, windows and vehicles. Assists with projects related to building maintenance such as painting and minor repair. Performs equipment and facilities checks and duties to assure that facilities are presentable to the public and all equipment and apparatus are in a constant state of readiness.

Performs routine maintenance and cleaning of meeting rooms, hallways, restrooms and showers, truck bays and ramps, public restrooms, office areas, station grounds and other areas as needed.

Participates in assigned meetings, drills and training when on shift.

Maintain a level of physical fitness necessary to perform the duties of the job. While performing the duties of this job, the Single Role Paramedic is occasionally required to stand, walk, use hands to handle or operate objects, tools, or controls, and reach with hands and arms. The Single Role Paramedic is occasionally required to sit, climb, balance, stoop, kneel, crouch, crawl, talk, hear, taste, or smell. The employee may regularly lift and/or move up to 40 pounds and occasionally lift and/or move up to 150 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Minimum Qualifications

Minimum three (3) year Emergency Medical Transport experience with a paid EMS or Fire agency.

Must have graduated from high school or obtained equivalent G.E.D.

Must possess and maintain a valid Washington State driver's license.

Must possess and maintain current Washington State Emergency Vehicle Incident Prevention certification or Washington equivalent.

Must possess and maintain Washington State Paramedic certification and complete required OTEP monthly.

Must possess and maintain current American Heart Association Basic Life Support, Advanced Cardiac Life Support, and Pediatric Advanced Life Support certification or equivalent as determined by the MPD.

Must possess and maintain current trauma certification, NAEMT PHTLS or equivalent as determined by the MPD.

Must possess and maintain computer and keyboarding skills required to enter data and develop reports.

WORKING ENVIRONMENT:

The work schedule shall be in accordance with the current collective bargaining agreement between Pacific County Fire District #1 and International Association of Fire Fighters Local #3999.

The working conditions will consist of both indoor (office, meetings, training sessions) and outdoor environments. This individual may be subject to noise, hazardous chemicals, adverse weather conditions, communicable diseases, witnessing death and critical injuries and possible verbal and physical abuse from hostile or disoriented individuals.

When driving emergency response vehicles to EMS and fire incidents, must be able to navigate a variety of road and weather conditions at a steady speed, and react quickly to other driver's response to the emergency vehicle and siren.

It is preferred that the individual reside within a reasonable emergency response time to the District, in order to occasionally respond after normal hours to major EMS incidents.

Disclaimer: The information provided in this job description is designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications, and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.

NOTICE OF MEETING LOCATION CHANGE
(RCW 42.30)



**The Board of Commissioners of Pacific County Fire Protection District 1
will hold a Special Meeting at:**

26109 Ridge Avenue, Ocean Park
(Location of Meeting)

Monday, June 12th, 2023
(Date and Day of Week)

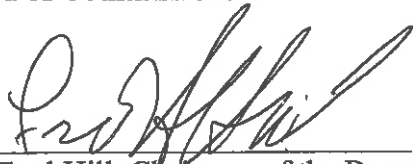
9:00 A.M.
(Time)

To discuss and/or take action on the following items of business:

1. Single Role Paramedic MOU
2. Other District Business

Dated this 8th day of June, 2023

Pacific County Fire Protection District 1
Board of Commissioners

By: 
Fred Hill, Chairman of the Board



Copy of Notice given to:

	Date/Time
Commissioner Hill	<u>6/8/23</u> / <u>1708 hrs</u>
Commissioner Long	<u>6/8/23</u> / <u>1708 hrs</u>

	Date/Time
Commissioner Downer	<u>6/8/23</u> / <u>1708 hrs</u>
Chinook Observer	<u>6/8/23</u> / <u>1710 hrs</u>

Notice posting places, dates and times:

	Date/Time
Station 21-1 Ocean Park	<u>6/8/23</u> / <u>1712 hrs</u>

	Date/Time
Station 21-2 Seaview	<u>6/9/23</u> / <u>8:11</u>

TX Result Report

P 1

06/09/2023 09:08

Serial No. A61F011001175

TC: 516911

Addressee	Start Time	Time	Prints	Result	Note
3606427300	06-09 09:07	00:00:57	000/001	No Ans	

Note

TMR:Timer TX, POL:Polling, ORG:Original Size Setting, FME:Frame Erase TX,
 DPG:Page Separation TX, MIX:Mixed Original TX, CALL:Manual TX, CSAC:CSAC,
 FWD:Forward, PC:PC-FAX, BND:Double-Sided Binding Direction, Sp:Special Original,
 FCODE:F-code, RTX:Re-TX, RLV:Relay, MBX:Confidential, BUL:Bulletin, SIP:SIP Fax,
 IPADR:IP Address Fax, I-FAX:Internet Fax

Result

OK: Communication OK, S-OK: Stop Communication, PW-OFF: Power Switch OFF,
 TEL: RX from TEL, NG: Other Error, Cont: Continue, No Ans: No Answer,
 Refuse: Receipt Refused, Busy: Busy, M-Full:Memory Full, LOVR:Receiving length Over,
 POVR:Receiving page Over, FIL:File Error, DC:Decode Error, MDN:MDN Response Error,
 DSN:DSN Response Error, PRINT:Compulsory Memory Document Print,
 DEL:Compulsory Memory Document Delete, SEND:Compulsory Memory Document Send.

Emailed and Posted

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By: *Fred Hill*
 Fred Hill, Chairman of the Board



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Commissioner Hill 6/8/23 11:08 hrs Date/Time
 Commissioner Long 6/8/23 11:08 hrs

Commissioner Downer 6/8/23 11:08 hrs Date/Time
 Chinook Observer 6/8/23 11:10 hrs

Notice posting places, dates and times:

Station 21-1 Ocean Park 6/8/23 11:12 hrs Date/Time

Station 21-2 Seaview 6/8/23 8:11 Date/Time

test St 2

TX Result Report

P 1

06/08/2023 17:59

Serial No. A61F011001175

TC: 516908

Addressee	Start Time	Time	Prints	Result	Note
Station 2	06-08 17:58	00:00:57	000/001	No Ans	

Note

TMR:Timer TX, POL:Polling, ORG:Original Size Setting, FME:Frame Erase TX,
 DPS:Page Separation TX, MIX:Nixed Original TX, CALL:Manual TX, CSRC:CSRC,
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