

**COLLECTIVE BARGAINING AGREEMENT  
BETWEEN  
MIAMI-DADE COUNTY,  
THE MIAMI-DADE FIRE-RESCUE DEPARTMENT,  
AND THE  
METRO DADE FIREFIGHTERS IAFF LOCAL 1403  
OCTOBER 1, 2020 - SEPTEMBER 30, 2023**

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**ARTICLE 1        PREFACE**

1.1 This Agreement is made and entered into this first day of October 2020, by and between Miami-Dade County, Florida, herein after referred to as the County and Metro Dade Firefighters Local 1403 of the International Association of Firefighters, herein after referred to as the Union.

1.2 It is the intention of this Agreement to provide, where not otherwise mandated by statute or ordinance in effect at the signing of this Agreement, for the salary structure, fringe benefits, and working conditions of employment of the employees covered by this Agreement, to prevent interruption of work and interference with the efficient operation of the County and to provide an orderly and prompt method for the handling and processing of grievances.

1.3 Firefighting personnel shall be defined as employees designated by the Florida Retirement System as Special Risk in bargaining unit classifications that require certification under the provisions of Chapter 633 of the Florida Statutes.

**ARTICLE 2        RECOGNITION**

2.1 The County hereby recognizes the Union as the sole and exclusive bargaining agent for all employees within the following job classifications:

- Firefighter
- Fire Lieutenant
- Fire Captain
- Chief Fire Officer
- Fire Department Helicopter Co-Pilot
- Fire Department Helicopter Pilot
- Fire Department Helicopter Chief Pilot
- Fire Rescue Dispatcher
- Fire Rescue Dispatch Supervisor

In accordance with certification #86-180 as amended and issued by the Florida Public Employees Relations Commission (PERC).

2.2 ENTRANCE PAY RATES (Firefighter) – For all employees hired into the County Service on or after October 1, 2021, the entrance pay rate for the bargaining unit classification of Firefighter shall be:

- A. A firefighter Trainee will be paid at a rate of 4.5% less than pay step 1 while in the training academy. Upon satisfactory completion of the training academy, the employee will be placed at step 5 of the Firefighter pay range with a new anniversary date.
- B. After graduation from the training academy, progression to the maximum step in the pay range shall be at one (1) year (26 pay periods) intervals thereafter based upon satisfactory or above satisfactory job performance.

2.3 ENTRANCE PAY RATES (Fire Rescue Dispatcher) - For all employees hired into the County Service on or after April 1, 1992, the entrance pay rate for the bargaining unit classifications of Fire Rescue Dispatcher shall be pay step 1 of the appropriate pay range provided in the Miami-Dade County Pay Plan. Progression from the entrance pay level of step 1 to step 2 shall be six (6) months (13 pay periods) based upon satisfactory or above satisfactory job performance. Progression from step 2 to the maximum step in the pay range shall be at one (1) year (26 pay periods) intervals thereafter based upon satisfactory or above satisfactory job performance.

2.4 Probationary employees are persons who have completed Fire College training but who have not yet achieved permanent status as Firefighters.

2.5 Nothing in this Agreement shall be construed to change, alter or affect County wage and salary practices pertaining to employees whose pay is "red-circled" unless such changes are specifically stated in this Agreement with reference to such employees.

2.6 Personnel who have achieved permanent status as a Firefighter, or Fire Rescue Dispatcher who are probationary in a promotional job classification shall be entitled to all rights and privileges under this Agreement except that they shall have no right to appeal their demotion from the probationary promotional position to the permanent job classification held immediately prior to promotion.

2.7 The employee's rate of pay will be calculated in the following order: Base pay, plus supplements (steps, and percentages) and then plus flat rates.

2.8 Emergency Medical Technician and Paramedic certification pay shall be in accordance with Article 6 of this agreement.

### **ARTICLE 3 MANAGEMENT RIGHTS AND SCOPE OF THE AGREEMENT**

3.1 The Union recognizes that the County possesses the sole right to operate and manage the Miami-Dade Fire Rescue Department and direct the work force and that the rights, powers, authority, and discretion which the County and the Department deem necessary to carry out its responsibilities and missions shall be limited only to the specific and express terms of this Agreement and not by implied obligations.

3.2 These rights and powers include, but are not limited to, the authority to:

- A. Determine the missions and objectives of the Department;
- B. Set standards of service to be offered to the public;
- C. Determine the methods, means, and number of Personnel necessary to carry out Department responsibilities;
- D. Exercise control and discretion over its organization and operations;
- E. Take such actions as may be necessary to carry out services during emergencies declared by the Mayor,
- F. Discipline or discharge employees for just cause;
- G. Schedule operations and shifts. The parties agree that it is their intention to treat the existing twenty-four (24) hour tour of duty shift as a job benefit under Article 27 and in accordance with Article 30.
- H. Introduce new or improved methods, operations, or facilities;
- I. Hire, promote, transfer, or assign employees;
- J. Lay off employees in accordance with Article 51 of the CBA, or reduce hours of work in lieu of layoff if agreed to with the bargaining unit;
- K. Schedule overtime work as required.

The parties acknowledge that during the negotiations which preceded this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. This Agreement, including its supplements and exhibits attached hereto, concludes all collective bargaining between the parties during the term hereof, and constitutes the sole, entire and existing Agreement between the parties hereto, and supersedes all prior agreements and undertakings, oral and written, express or implied, or practices, between the County and the Union or its employees, and expresses all obligations and restrictions imposed on each of the respective parties during its term.

### **ARTICLE 4 GRIEVANCE PROCEDURE**

4.1 In a mutual effort to provide harmonious working relations between the parties to this Agreement, it is agreed to and understood by both parties that there shall be a procedure for the resolution of grievances or misunderstandings between the parties involving the application or interpretation of this Agreement.

4.2 A "Grievance" shall be defined as any dispute involving the interpretation or application of the terms of this Agreement. Disciplinary actions shall not be subject to the grievance procedure. A class grievance shall be defined as any dispute which concerns two or more employees within the bargaining unit. Class grievances must name all employees in the class covered except if the class is composed of an identifiable, homogeneous unit such as all Lieutenants. Days mean calendar days. Steps 2 and 3 exclude Saturday, Sunday and County holidays except Floating Holiday and Employee's Birthday.

4.3 Each grievance when filed shall state with particularity the violation of the contract claimed, the facts of such violation, the Article of the contract violated and the remedy sought by the Union. Employees shall at all times have the right to the presence of a Union representative in any step of the grievance procedure. In the case of a class grievance, no more than three employees plus up to four Union representatives, only one of who may be in pay status may meet with the Division or Department Head in Steps 2 and 3 below.

4.4 Grievances shall be processed in accordance with the following grievance procedure:

Step 1 The aggrieved employee shall discuss the grievance with his/her Battalion Chief or Bureau OIC within ten (10) days of the incident or knowledge of the incident which gave rise to the grievance. The Battalion Chief/Bureau OIC shall discuss the grievance with the Division Chief in the employee's (grievant) direct chain of command. The Division Chief, in the grievant's direct chain of command, shall respond to the employee and the Union, in writing on the standard form provided by the County for this purpose within ten (10) days.

Step 2 If the grievance has not been satisfactorily resolved at Step 1 or if it is a class grievance, the grievance shall be reduced to writing by the Union on the standard e-form provided by the County for this purpose and presented to the Division of Professional Standards Division Chief within ten (10) days from the time the response was due in Step 1. The Division Chief shall meet with the Union representative and the employee(s) within fifteen (15) days. The Division Chief shall notify the employee seventy-two hours prior to the meeting and advise him/her of the time and place the meeting will be held. The Division of Professional Standards Division Chief shall respond in writing within ten (10) days from the date of the meeting.

Step 3 If the grievance has not been satisfactorily resolved in Step 2, the Union may appeal to the Fire Chief within ten (10) days of receipt of the response in Step 2. The Fire Chief, or his/her designee, shall meet with the Union representative and the employee within fifteen (15) days. The Fire Chief, or his/her designee, shall notify the employee seventy-two hours prior to the meeting and advise him/her of the time and place the meeting will be held. The Fire Chief, or his/her designee, shall respond in writing within ten (10) days from the date of the meeting. This response shall contain copies of all material reviewed and relied upon in making a determination. In the event the Union requests arbitration of a grievance that was heard by the designee, then the Fire Chief will meet with the Union prior to the scheduled arbitration hearing date.

4.5 Either party may be granted one (1) extension of time at Steps 1, 2, or 3 at the parties' mutual agreement, not to exceed time provided above for each step. The other party must, however, be notified of the extension prior to the expiration of the time limit for the step.

4.6 If the grievance is not processed by either party within the time limits provided for in Steps 2 or 3 the grievance shall automatically proceed to the next step.

4.7 Nothing shall prevent the parties from agreeing to submit initial grievances to any step deemed appropriate in order to expedite a determination, provided that at least one grievance step shall always precede arbitration.

4.8 The Union may, on behalf of a permanent status bargaining unit employee, appeal the disciplinary actions of dismissal, demotion and suspension by utilizing the arbitration procedure contained in Article 5 of

this Agreement. The Union shall notify the Director of the Human Resources Department, in writing no later than thirty (30) calendar days from the employee's and the Union's receipt of the final disciplinary action.

## **ARTICLE 5      ARBITRATION**

5.1 If a grievance, as defined in Article 4, has not been satisfactorily resolved through the grievance procedure, the Union may request arbitration by writing to the County's Director of Labor Relations no later than thirty (30) calendar days after the Fire Chief's response is due in Step 3 of the grievance procedure, or, if the parties mutually agree to an extension of time for the Fire Chief to respond, no later than thirty (30) calendar days after the Fire Chief's response is submitted to the Union. The County's Director of Labor Relations shall begin implementation of the arbitration process within seven (7) calendar days after receiving such request to arbitrate. Upon ratification of this Agreement, the parties to this Agreement will attempt to mutually agree upon a permanent panel of eight (8) independent arbitrators. The panel of arbitrators shall be established from a panel of at least thirty (30) arbitrators as forwarded by the American Arbitration Association. The panel of eight (8) arbitrators shall be placed in random order. An arbitrator, after selection, shall be placed in the eighth (8<sup>th</sup>) position on the list and the arbitrator originally listed second will become the next arbitrator assigned.

5.2 The arbitration shall be conducted under the rules of the American Arbitration Association except where those rules differ from the procedures in this Agreement, in which case, the Agreement shall prevail. Subject to the limitations herein, the arbitrator shall have jurisdiction and authority to decide a grievance as defined in Article 4. Arbitration hearings shall be held at a neutral location mutually agreed to by the County and the Union.

5.3 The County and the Union shall attempt to agree to a written statement of the issue(s) to be arbitrated prior to the arbitration hearing. In the event of failure of the parties to agree on a statement of issues to be submitted, each party shall present a written statement of the grievance and issues to be decided to the arbitrator. Wherever possible, such statements shall be forwarded to the arbitrator and exchanged between the parties two (2) weeks prior to the arbitration hearing date. Rights of the parties shall not be prejudiced by the inability or failure to comply with this subsection.

5.4 At the hearing, the arbitrator shall confine himself/herself exclusively to the question which is presented to him/her, which question must be actual and existing.

5.5 The arbitrator shall have no authority to consider or rule upon any matter which is stated in this Agreement not to be subject to arbitration or which is not a grievance as defined in Article 4. Disciplinary matters are expressly excluded from arbitration, except as provided for under Article 4.8.

5.6 The arbitrator shall have no authority to change, amend, add to, subtract from, ignore, modify, or otherwise alter or supplement this Agreement or any part thereof or any amendment thereto. At the arbitration hearing either party may request a certified court reporter. The loser of the arbitration proceeding will pay the cost for both parties of filing for arbitration, and the cost of the arbitrator. Each party shall pay the expenses and fees of its own witnesses.

5.7 The arbitrator shall issue the award within thirty (30) days of the hearing. Such award shall be final and binding on both parties. The arbitrator shall furnish copies of the award to both parties.

## **ARTICLE 6      ASSIGNMENT CERTIFICATION PAY**

6.1 Firefighters who are duly certified by the Miami-Dade Fire Rescue Department and who are assigned full-time duties as "Driver Operators" on fire apparatus shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range shall receive 5% above their regular rate.



6.2 Firefighting personnel who are State Certified Emergency Medical Technicians or State Certified Paramedics who do not have Department Paramedic Protocol Certification shall be paid at a rate of 19% above their regular rate of pay. This Assignment Certification Pay will be applicable to those bargaining unit employees who are eligible for this Assignment Certification Pay and who are classified as "Special Risk" under the Florida Retirement System.

6.3 Firefighting personnel who are State Certified Paramedics and have passed Department Paramedic Protocol Certification shall be paid at a rate of 24% above their regular rate of pay. This Assignment Certification Pay will be applicable to those bargaining unit employees who are eligible for this Assignment Certification Pay and who are classified as "Special Risk" under the Florida Retirement System.

6.4 It is understood between the parties that the Assignment Certification Pay under Articles 6.2 and 6.3 shall be considered as a component of an employees' base pay for the purposes of the Florida Retirement System (FRS).

6.5 Firefighting personnel assigned full-time duties as a Bureau O.I.C. shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range shall receive 5% above their regular rate.

6.6 Firefighting personnel assigned full-time to the Training Division, shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range shall receive 5% above their regular rate. Personnel who are State Certified Instructors shall receive an additional 2.5% during their assignment to the Training Division; possess and maintain a State Certified Instructor certification as a condition of their bid; or during any department assigned training approved by the division.

6.7 Firefighting personnel who are assigned full-time to the Fire Prevention Division shall be paid in accordance with the provisions under **Appendix-A** in this Agreement.

6.8 Firefighting personnel who are Miami-Dade Fire Rescue Department Airport certified, and assigned to Airport units shall receive an additional 5% above their regular rate of pay.

6.9 Firefighting personnel assigned full-time duties to the Miami-Dade Fire Rescue Fire Chief's Office, the Division of Professional Standards, or the Operations Administrative Division shall receive 5% above their regular rate of pay.

6.10 Personnel assigned to special projects as defined and approved by the Miami-Dade Fire Rescue Fire Chief shall receive 5% above their regular rate of pay.

6.11 Firefighting personnel who are certified and assigned full time duties on "air truck" units shall be paid at a rate one step above their regular rate of pay except employees at the maximum step of the pay range shall receive 5% above their regular rate.

6.12 Firefighting personnel who are certified by the Department and assigned full time duties in the Hazardous Materials Bureau or on hazmat units shall be paid at one step above their regular rate of pay. Those bargaining unit personnel who are duly certified as Hazmat Specialist in accordance with rules, regulations and protocols established and maintained by the Miami-Dade Fire Rescue Department and assigned full time duties on a Hazardous Materials Specialty Unit (e.g. Hazmat 45) or to the Hazardous Materials Bureau, prior to ratification of this agreement by both parties, shall be paid at one step above their regular rate of pay in addition to the hazmat assignment pay supplement. Employees at the maximum step of the pay range shall receive 5% above their regular rate. All firefighting personnel who achieve Hazmat Specialist certification after ratification of this agreement by both parties, shall be paid 5% above their regular rate of pay for all hours worked on a Hazardous Material Specialty Unit (e.g. Hazmat 45) or if assigned full time duties in the Hazardous Materials Bureau.

6.13 Firefighting personnel who are assigned full time duties to the Logistical Services Division or the Facilities and Construction Division shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range shall receive 5% above their regular rate.

6.14 Firefighting personnel who are certified and assigned full time duties on "Air Rescue" units shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range shall receive 5% above their regular rate.

6.15 Firefighting personnel shall receive a hazardous duty pay supplement in the amount of \$125.00. Effective April 1, 2022, this pay supplement shall increase to \$150.00. Effective April 1, 2023, this pay supplement shall increase to \$175.00.

6.16 Firefighting personnel assigned full time by the Department to the Emergency Medical Services (E.M.S) Division and/or the Health and Safety Division shall receive a 5% pay supplement above their regular rate of pay. In addition, E.M.S. Captains and the current Fire Lieutenants assigned to this Division who are State Certified Fire Service Instructors shall receive an additional 2.5% pay supplement above their regular rate of pay.

6.17 Firefighting personnel who are certified Department authorized divers in accordance with rules, regulations, and protocols established and maintained by the Miami-Dade Fire Rescue Department and are assigned to a 24-hour shift in Operations, Flight Medic Relief positions, Dive Rescue Training Bureau, and the Marine Services Bureau shall be paid at a rate one step above their regular rate of pay. The County Mayor and Fire Chief of the Miami-Dade Fire Rescue Department shall retain the authority and discretion to determine the number of employees who will receive this pay supplement. Employees in administrative, non-operations positions, will not be eligible to receive the dive pay supplement. Those eligible employees shall be required to possess and maintain a current advanced open water diver certification and meet all Department rules, regulations, and protocols in order to be qualified to receive this dive pay supplement.

6.18 Firefighting personnel who are assigned full-time staff (40-hour work week) to the Special Operations Division shall be paid at a rate one step above the regular rate of pay except employees at the maximum step of the pay range who shall receive 5% above their regular rate, in accordance with rules, regulations, and protocols established and maintained by the Department. The County Mayor and the Fire Chief of the Miami-Dade Fire Rescue Department shall retain the authority and discretion to determine the number of employees who will receive this pay supplement. This supplement does not apply to employees covered by Articles 6.6, 6.11, 6.12, 6.14, 6.19, and 6.20.

6.19 Firefighting personnel certified by the Department as Marine Firefighters and assigned full time duties on a marine firefighting unit shall be paid at a rate one step above the regular rate of pay except employees at the maximum step of the pay range who shall receive 5% above their regular rate, in accordance with rules, regulations, and protocols established and maintained by the Department. The County Mayor and the Fire Chief of the Miami-Dade Fire Rescue Department shall retain the authority and discretion to determine the number of employees who will receive this pay supplement. This supplement does not apply to employees covered by Article 6.18.

6.20 Firefighting personnel who are certified by the Department as Technical Rescue Technicians and assigned full time duties on a Technical Rescue Unit shall be paid at a rate one step above their regular rate of pay except employees at the maximum step of the pay range who shall receive 5% above their regular rate, in accordance with rules, regulations, and protocols established and maintained by the Department. This supplement does not apply to employees covered by Article 6.18. Upon ratification of this agreement by both parties, all firefighting personnel who are duly certified as Technical Rescue Specialist in accordance with rules, regulations and protocols established and maintained by the Fire Department, shall also be paid 5% above their regular rate of pay for all hours worked on a Technical Rescue Specialty Unit (e.g. Squad 69) or if assigned full time duties in the Technical Rescue Bureau (except only those bargaining unit employees currently assigned to the bureau prior to ratification shall be paid one step above their regular rate of pay).

6.21 Firefighter personnel shall be entitled to only those approved pay supplements that are applicable and consistent with their current authorized departmental assignment within the Miami-Dade Fire/Rescue Department. Employees voluntarily working out of their bid assignment shall be entitled to the pay associated with their requested assignment. Employees who are requested to work assignments by the Department will receive the higher of the two assignment's incentives, but not both.

6.22 Promotional Pay Calculations for Firefighting Personnel will be in accordance with the provisions of the Memorandum of Understanding under Appendix B of this Agreement. An employee being promoted, who is within three (3) pay periods of receiving a scheduled merit increase, shall receive the merit increase prior to calculating the promotional rate of pay provided the employee's performance is satisfactory. The performance evaluation must be submitted in order for the merit increase to be considered.

6.23 Firefighting personnel assigned full time duties in the Communications Division shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the pay range shall receive 5% above their regular rate.

6.24 All personnel working on a three (3) person Rescue Transport Unit or Air Rescue shall receive a 5% above their regular rate as part of their full time regular salary if they are bid or assigned by Electronic Personnel Action Transfer (ePAT) on a Rescue Transport Unit or Air Rescue Unit. Any other personnel not bid/assigned by ePAT as described above will only receive the incentive for the hours worked on a Rescue Transport Unit or Air Rescue, including personnel bid, not on Temporary Restricted Duty (TRD) on the date of ratification.

## **ARTICLE 7 OVERTIME**

7.1 All employees of the Miami-Dade Fire Rescue Department set forth in Article 2, shall have the right to request and be paid at the rate of one and one half times their normal rate of pay for all duty hours performed in excess of the normal work day or week. Normal work day shall mean twenty-four hours for all employees working twenty-four hour tours of duty.

7.2 The opportunity to work overtime shall be offered to all employees covered by this Article and hired by the current OT hiring practices. Any changes to the current OT hiring practices must be mutually agreed upon between the Department and the Local.

Overtime for Rescue Units, Air Units, Haz Mat, Marine Fire Units, Technical Rescue Trucks (TRT), Training, ARFF Personnel, and all driver/operator positions (including specialty units, i.e. pumper, aerial, ladder, tanker, platform) will be filled by those with Department certification when available. The rosters shall record the dates the employees are offered the opportunity to work overtime and their response.

7.3 Voluntary overtime shall not be refused whenever the need exists except for personal emergency or substantial inconvenience of the employee.

7.4 Overtime will always be hired by rank except when sufficient on-duty personnel are available including personnel working out of class as defined in Article 13, Section 13.7 and 13.8. In the OIC Position (i.e. Lieutenants and Captains) when the OT hiring list has been exhausted at a specific rank the other rank can be hired. For oncoming overtime after 1800 hrs. when the oncoming officer in the position is of a different rank (Lieutenant or Captain), that specific oncoming officer shall be hired. If the oncoming officer is unavailable, the appropriate rank of the vacancy will be hired.

7.5 For employees regularly assigned to forty (40) hours, on either four (4) or five (5) day weekly schedules, overtime shall be paid for time worked in excess of forty (40) hours of work per work week and for daily overtime. Annual, Sick, Military and Disability Leave shall be included in the calculation of the forty (40) hour work week and for the purpose of computation of overtime; however, the payment of these benefits, as otherwise provided herein, shall not be diminished or changed. Non-Job basis bargaining unit employees eligible for overtime compensation as specified in Article 7.1 who are regularly assigned to forty (40) hour

work schedules shall be eligible to be paid at the overtime rate when working in operations, notwithstanding the fact that they may not have worked 40 hours in the week due to using annual, sick, military or disability leave.

7.6 Employees regularly scheduled for forty (40) hours who work an extra shift in addition to the forty (40) hour work week shall not be considered to be working on a call back.

7.7 Compensatory time can be earned in lieu of overtime and may be accrued up to a maximum of 400 hours. Employees eligible for overtime pay can request compensatory time in lieu of overtime payment.

7.8 Overtime - The Fire Chief may authorize the payment of overtime compensation at the rate of one and one-half times the employees' normal rate of pay for Chief Fire Officers who are assigned to emergency response efforts when extraordinary circumstances warrant.

7.9 Chief Fire Officers (CFO's) will be eligible to receive overtime compensation at the rate of time and one-half of their normal rate of pay when filling in for an Operations battalion CFO assigned to a 24 hour shift (tour of duty). Additionally, such Operations CFO's shall receive up to a maximum of one-half (1/2) hour of overtime compensation per operational shift change working as a Battalion Chief when they report to an Operations duty station.

7.10 Captains working in Operations shall receive up to a maximum of fifteen (15) minutes of overtime compensation before and fifteen (15) minutes of overtime compensation after each operational shift when they report to an Operations duty station.

7.11 Personnel hired for overtime will not be paid for travel time. However, bargaining unit members shall be entitled to all disability benefits provided in this agreement and under Section 2.56 of the Code of Miami-Dade County while traveling from one duty station to another duty station.

7.12 EMTs assigned on a Rescue Unit will be allowed to take emergency off-going overtime or emergency on-coming overtime in the position they were assigned. This overtime will not exceed 12 hours and there must be two additional paramedics assigned and working on the Rescue Unit as per Article 13.2.

7.13 Anticipated overtime cancelled within 30 minutes of the assigned start time will be paid a minimum of four hours of overtime.

## **ARTICLE 8 WORK IN OTHER CLASSIFICATION**

8.1 The County agrees to take necessary action to minimize the utilization of employees working out of their classification by making every reasonable effort to have sufficient relief personnel of each rank.

8.2 When it is necessary that an employee work in a higher classification, the employee shall be paid at a rate equal to the minimum salary for the higher classification with at least a one pay step increase.

8.3 The promotional eligibility list shall be considered when temporarily filling vacancies in a higher classification without resulting in a transfer from shift to shift or to another division.

8.4 Personnel who work in a higher classification; or as a driver-operator; or on a Technical Rescue unit, Marine Firefighting unit, Hazardous Materials unit, Airport unit, Air Rescue unit, Air Truck unit, or rescue assignment shall be compensated as provided above for all hours worked in that classification or assignment.

## **ARTICLE 9 CALL BACK, COURT TIME, AND JURY DUTY**

9.1 When it is necessary to require employees to return to work from off-duty, the County agrees to compensate the employee at the overtime rate, with a minimum of four (4) hours compensation at the overtime rate.

9.2 Any employee covered by this Agreement who is required by the Department or by subpoena to appear in Court during off-duty hours on any matter arising out of his/her employment, shall be compensated at the overtime rate, with a minimum of four (4) hours compensation at the overtime rate.

9.3 For the purposes of this Article, call back and court appearances qualifying for payments as described above, will be those occurrences separated from the employee's normal duty shift by a period of more than sixty (60) minutes.

9.4 When an employee is required to report for Jury Duty on a day following his/her regular shift, the employee will be relieved of duty with pay at approximately 7:00 P.M. the night before. If the employee is excused from Jury Duty after 3:00 p.m. on his/her regular duty day and is not required to report for Jury Duty again the following morning, he/she shall return to duty that day. If an employee is excused from Jury Duty before 3:00 P.M. on his/her regular duty day they shall return to duty for the remainder of the shift, or until 7:00 P.M, if required to report for Jury Duty again the following day. If the employee is excused from Jury Duty after 3:00 P.M. on his/her regular duty day and is required to report for Jury Duty again the following morning, they shall be relieved of duty for the entire shift. Employees must secure a certificate of jury duty attendance with the time released noted to qualify for time off with pay.

**ARTICLE 10 LEAVE**

10.1 The Miami-Dade County Leave Manual shall be applied to all employees within this bargaining unit and shall be administered in accordance with present practice except as specifically modified herein.

10.2 Holidays:

The following shall be considered Holidays and shall be administered and paid for pursuant to present practice:

- |                       |  |
|-----------------------|--|
| New Year's Day        | Labor Day                                  |
| M. L. King's Birthday | Columbus Day                               |
| Presidents Day        | Veteran's Day                              |
| Memorial Day          | Thanksgiving Day                           |
| Juneteenth*           | Friday after Thanksgiving                  |
| Independence Day      | Christmas Day                              |
| Employee's Birthday   | 3 Floating Holidays (of employee's choice) |

\*Regarding the Juneteenth Holiday, it is recognized and designated as a paid County holiday to be observed on June 19; however, in the event June 19 is on a Saturday or Sunday in any given year, the paid County holiday shall be observed on the following business day. Should the Board of County Commissioners (BCC) change the holiday's observance day it shall automatically be changed in this agreement to conform to the BCC's decision to change the day of observance.

10.3 Firefighting personnel shall be permitted to accrue without limit all earned Holiday Leave. Upon request, employees shall be paid for each holiday as it occurs, or select one of the following three Options to be paid for unpaid Holiday Leave. Employees are required to submit their request on the department approved form when requesting any of the three options.

**Option 1** allows the employee to be paid for all unpaid Holiday Leave earned during the current fiscal year on the first pay period of the following fiscal year (October). Any Holiday Leave used or paid during that current fiscal year will be subtracted from the total amount of hours earned for the year. An employee requesting Option 1 must submit the request in writing by July 1 of the current fiscal year.

**Option 2** allows employees one opportunity per fiscal year, to be paid for all or any part of their accrued Holiday Leave excluding Holiday Leave earned during the current fiscal year by submitting a written request between October 1 and October 30 of each year. If the total aggregate requests by employees exceeds \$300,000.00, each employee shall receive payment in pro-rata, equal shares or if the employee is requesting less than the pro-rata share.

**Option 3** allows employees with twenty or more years of service, on a one-time basis only, to receive up to 500 hours of accrued Holiday Leave, paid upon request over 26 pay periods of the following fiscal year. An employee requesting Option 3 must submit the request in writing by July 1 of the current fiscal year.

10.4 Annual Leave:

The Annual Leave (vacation) scheduling procedure shall be as follows:

- A. Vacation request forms shall be distributed to employees by August 15<sup>th</sup>.
- B. Vacation request forms shall be returned by employees by September 15<sup>th</sup>. Employees whose forms are not returned by September 15<sup>th</sup> will be placed at the bottom of the applicable seniority list for that year.
- C. The vacation schedules shall be published and posted by October 15<sup>th</sup>.
- D. The year will be divided into twenty-six (26) two (2) week vacation periods. Employees may request any two vacation periods. Employees who earn two (2) weeks of vacation shall use at least two (2) weeks of annual leave. Employees annual days off may apply toward their minimum two (2) week vacation period. Personnel who have used less than two (2) weeks, 96/80 hours of annual leave during the Department's annual vacation period (January through December), will be required to use the balance during a scheduled vacation period.
- E. Personnel will be given an opportunity to indicate their preferences for vacation. Vacation will be granted based upon seniority in the Department. Separate vacation rosters for vacation preference selection will be issued by Division as follows:
  - 1) Operations Division
    - 1. Rank
    - 2. Shift

Operations Vacation Selection Preference Rosters

SHIFTS

A	B	C
CHIEF FIRE OFFICER FIRE CAPTAIN FIRE LIEUTENANT FIREFIGHTER	CHIEF FIRE OFFICER FIRE CAPTAIN FIRE LIEUTENANT FIREFIGHTER	CHIEF FIRE OFFICER FIRE CAPTAIN FIRE LIEUTENANT FIREFIGHTER

- 2) Airport Division
  - 1. Rank
  - 2. Shift
- 3) All other divisions--existing practice by Rank and Shift.

- 4) The scheduling of vacation leave for the term of this contract shall continue to be a management prerogative, except where abridged or limited by the terms of this article.

- F. Annual leave may be accrued to 750 hours and will be paid upon separation. However, only a statutory maximum of 500 hours shall be reported as covered wages to the Florida Retirement System (FRS) with the required contributions. If an employee is being paid annual leave as a result of entering the Deferred Retirement Option Program (DROP), the maximum payout of annual leave shall not exceed the statutory maximum of 500 hours. Any employee having a balance in excess of the maximum accrual of 750 hours at the end of their leave year will forfeit and lose such excess annual leave accrual. Employees already in DROP upon ratification of this agreement may receive a payout of up to 750 hours of annual leave at the separation of their employment reduced by any annual leave payout received prior to entering DROP. The employee must take the necessary steps to insure that excessive accumulations are used before the forfeit date. The application with this provision will be in accordance with the current Miami-Dade County policies and procedures.

#### 10.5 Bereavement Leave:

Sixty (60) hours for 24 hour shift personnel or 40 hours for 40 hour personnel of bereavement leave with pay shall be granted in the event of a death in the immediate family to include mother-in-law, father-in-law and other family members in accordance with the Leave Manual. Should an employee require additional time other than provided herein, he/she may request that bereavement leave be extended an additional three work days and the time shall be charged against accrued compensatory time, annual leave or holiday leave. Such request, if made as part of the original leave request, shall not be denied. An emergency request for such extension, arising during the bereavement leave, shall be granted by the Department whenever possible.

#### 10.6 Authorized Leave:

- A. Other than normal vacations, the Department will approve, in advance, up to forty-two (42) requests for leave (designated Battalion leave days) per day for 24-hour shift personnel. It is understood and agreed to between the parties that six (6) of these leave requests per day shall be reserved (first right of refusal) for employees to attend Paramedic Training classes. Upon the establishment of any new Operational Battalion, the Department agrees to increase the total number of Battalion leave days in the pool available to all operational personnel by three (3) additional days.
- B. Requests for leave must be submitted within 21 calendar days but no less than two (2) duty days (seven (7) calendar days) in advance of the requested day off. The two (2) day notice requirement may be waived by the Division Chief due to extenuating circumstances.
- C. The employee will receive a reply from administration within ninety-six (96) hours of request.
- C. The Department will normally approve requests on a first come, first serve basis; subject only to exceptional operational needs as determined by the Department in which case the employee will be given a written explanation for denial.

#### 10.7 Sick Leave Accumulation and Conversion:

- A. Present sick leave use, accrual and conversion rules to remain in effect.
  - 1) Sick leave earned at the rate of 124 hours per leave year.

- 2) Conversion of unused portion of first 62 hours of sick leave to annual leave; however, an employee may waive the conversion upon written request two (2) pay periods prior to the date of conversion.
  - 3) Employees with less than 20 years of service and a minimum balance of 200 hours in their sick leave bank who have not used ANY sick leave during the employee's leave year may receive payment. Written request within two (2) pay periods to the date of conversion **must** be submitted. (80 hour pay period will be paid 48 hours) (96 hour a pay period will be paid 62 hours). No retroactive Payroll Attendance Record (PAR) changes will be permitted for sick leave.
  - 4) At the end of each employee's leave year, the unused portion of the second 62 hours is placed in the Sick Leave Bank and may be accrued without limit for use during an extended illness.
- B. Firefighting personnel who retire or resign from County service will be eligible to receive payment for up a maximum of 1,000 hours of accrued unused sick leave at the employee's current rate of pay at time of separation, excluding any shift differential, prorated in accordance with the following schedule:

Less than 10 years	No Payment
10 years but less than 11 years	25% payment
11 years but less than 12 years	30% payment
12 years but less than 13 years	35% payment
13 years but less than 14 years	40% payment
14 years but less than 15 years	45% payment
15 years but less than 16 years	50% payment
16 years but less than 17 years	55% payment
17 years but less than 18 years	60% payment
18 years but less than 19 years	65% payment
19 years but less than 20 years	70% payment
20 years but less than 21 years	75% payment
21 years but less than 22 years	80% payment
22 years but less than 23 years	85% payment
23 years but less than 24 years	90% payment
24 years but less than 25 years	95% payment
25 years or more	100% payment

Special Risk employees who retire after 25 years of full-time County employment will be eligible to receive 100% payment of their full balance of accrued unused sick leave. Such payment will be made at the employee's current rate at the time of retirement excluding any shift differential, and will not be subject to any maximum number of hours.

C. Sick Leave Accumulation and Conversion for Non-Special Risk Employees:

1. Present sick leave use, accrual and conversion rules to remain in effect.
  - a) Sick leave earned at the rate of one (1) day per month (96 hours per year).
  - b) Conversion of unused portion of sick leave days 1 through 6 to Annual Leave.
  - c) At the end of each employee's leave year, the unused portion of sick days 7 through 12 are placed in the Sick Leave Bank and may be accrued without limit.



- d) Employees who retire or resign from County service will be eligible to receive payment for up to a maximum of 1,000 hours of accrued unused sick leave at the employees' current rate of pay at time of separation, excluding any shift differential, prorated in accordance with the following schedule:

Less than 10 years	No payment
10 years but less than 11 years	25% payment
11 years but less than 12 years	30% payment
12 years but less than 13 years	35% payment
13 years but less than 14 years	40% payment
14 years but less than 15 years	45% payment
15 years but less than 16 years	50% payment
16 years but less than 17 years	55% payment
17 years but less than 18 years	60% payment
18 years but less than 19 years	65% payment
19 years but less than 20 years	70% payment
20 years but less than 21 years	75% payment
21 years but less than 22 years	77.5% payment
22 years but less than 23 years	80% payment
23 years but less than 24 years	82.5% payment
24 years but less than 25 years	85% payment
25 years but less than 26 years	87.5% payment
26 years but less than 27 years	90% payment
27 years but less than 28 years	92.5% payment
28 years but less than 29 years	95% payment
29 years but less than 30 years	97.5% payment
30 years or more	100% payment

Non-Special Risk employees who retire after 30 years of full time County employment will be eligible to receive 100% payment of their full balance of accrued unused sick leave. Such payment will be made at the employee's current rate of pay at the time of retirement excluding any shift differential, and will not be subject to any maximum number of hours.

10.8 Firefighting personnel leave accumulation and conversion shall be consistent with the number of hours in the work week. Leave will be proportionately affected by a change in the work week.

10.9 Employees with 20 or more years of service are entitled to receive pay for the sick leave hours that qualify to be converted to annual leave each year. This payment must be requested in writing two (2) pay periods prior to the date of conversion and will be paid at a rate of no more than 24 hours per pay period.

10.10 Firefighting personnel killed in the line of duty or who are approved for in line of duty disability retirement by the Miami-Dade County Disability Panel and/or by the Florida Retirement System (FRS) shall receive 100% of their accrued sick leave paid at their current rate of pay at time of death or disability retirement.

10.11 Military Leave - Time served by an employee on Military Leave will be credited toward merit increases, longevity annual leave, longevity bonus, layoff retention rights and seniority credit for promotional examinations. It is understood between the parties that bargaining unit employees will be covered by the provisions of County Resolution R-157-03 that authorizes the continuation of certain compensation to County employees on active military duty. Employees returning from active duty will be allowed to sit for any and all promotional exams they may have missed during the active duty period. These employees will be allowed the option to have a minimum of sixty days to study for any promotional exams after the active duty period.

10.12 Paid Parental Leave - Paid Parental Leave shall be authorized in accordance with Miami-Dade Ordinance No. 16-20 to care for a newborn, newly-adopted child, or newly-placed foster child or children. Eligible employees will be provided up to six (6) weeks of paid leave at 100 percent of base wages for the first two (2) weeks, 75 percent of base wages for the following two (2) weeks, and 50 percent of base wages for the remaining two (2) weeks. This provision is subject to any modifications or revocations by the Board of County Commissioners to Ordinance 16-20, in accordance with Article X of Chapter 11A of the Code of Miami-Dade County.

## **ARTICLE 11 CERTIFICATION OF FIREFIGHTING PERSONNEL**

11.1 All Driver Operators, Flight Medics, Protocol Paramedics, Air Truck Technicians, Hazardous Material Technicians, Technical Rescue Technicians, Marine Firefighters (MFF), Fire Boat personnel, Venom Response personnel, EMS Field Supervisors, and Aircraft Rescue and Firefighting (ARFF) personnel in bid positions shall be duly certified by the Miami-Dade Fire Rescue Department.

11.2 Certification may consist of skills, written and/or diagnostic test. Test or any classes necessary to obtain said certification will be announced via an All Stations and Offices Memorandum thirty (30) days prior to the administration of the test or class. If registration is necessary for the test or class, an additional seven (7) days will be given for notification purposes prior to the registration. All applicants meeting minimum qualifications will be given the opportunity to certify. Results may be appealed to the appropriate Division Chief. Applications for certification must be in writing.

11.3 Upon successful completion of the Driver Operator, Hazardous Materials, Technical Rescue Technician (TRT), Airport, Marine Firefighter (MFF), Flight Medic, Air Truck, and Protocol Paramedic certification test personnel will not be required to recertify during the term of this Agreement. Except for Protocol Paramedic, personnel may voluntarily surrender a certification through submission of the form agreed to by the department and the Union. Personnel who voluntarily surrender a certification and later wish to again obtain the certification must repeat the certification process. Test will be announced via an All Station and Offices Memorandum thirty (30) days prior to the administration of the test. All applicants meeting minimum qualifications will be given the opportunity to certify. Periodic re-evaluation of any certified employee's performance may be conducted when the Department has a reasonable basis for such re-evaluation. The employee will be notified in writing of the reason for re-evaluation.

11.4 Questions on written certification exams may be challenged using the same criteria used on promotional exams. Approval for make-up exams must use the same criteria as promotional exams.

11.5 The Paramedic Protocol certification test will be administered by the EMS Division and approved by the Medical Director. However, two (2) Protocol Paramedics, will be present during this test to monitor and offer assistance when needed. The Department Protocol Testing will be scheduled at least twice per fiscal year prior to the regular bid announcement.

11.6 The Department shall provide all necessary training for all State certified EMT's, Paramedics, and any department certified bid personnel to maintain their certification, or, to meet any minimum recertification requirements, on an in-service, on duty basis. If the Department cannot provide the minimum recertification requirements, the employee shall be paid the overtime rate for all hours spent obtaining these minimum requirements from another source. If after the Department has made a reasonable effort to provide such training by scheduling an employee two (2) times it then becomes the employee's responsibility to schedule and obtain the training.

11.7 The Department shall provide, at a minimum, one class of at least six (6) students annually for all Department certifications necessary as minimum requirements for bids except for Haz-Mat, TRT, and Flight Medic as per article 14.2. Each time a class is required for a qualified new bid, for Haz-Mat, TRT, and Flight Medic the class will be made up of a minimum of 6 students.

## **ARTICLE 12     JOB DUTIES**

12.1 It is understood by the parties that the duties enumerated in job descriptions are not always specifically described and are to be construed liberally. The County agrees that it will not require new tasks and duties to be performed that are not inherent in the nature of the work or do not fall within the skills and other factors common to the classification.

12.2 Whenever there is a proposed change in the job description of a class within this bargaining unit, the County shall discuss with the Union the proposed changes. If the Union is not satisfied with the proposed change, it may, in writing within five (5) days of the conclusion of the discussion stated above, request a hearing before the Human Resources Department's Director of Labor Relations. This hearing shall be held at a mutually agreeable time, within thirty (30) days. The decision of the Human Resources Department's Director of Labor Relations shall be final.

12.3 Personnel covered by this contract shall not be required to perform building repairs or maintenance other than normal housekeeping duties.

12.4 Personnel covered by this contract shall not be required to perform lawn maintenance.

## **ARTICLE 13     FIREFIGHTING PERSONNEL STAFFING OF APPARATUS**

13.1 The County agrees to provide minimum staffing for firefighting equipment in active service. In order to provide a minimum level of safety to personnel in the bargaining unit, apparatus in service shall be staffed with no less than:

### Operations Division

- a. 4 persons per aerial-type unit
- b. 4 persons per pumper unit
- c. 3 persons per rescue unit
- d. 2 persons per water tender unit
- e. 2 persons per air truck
- f. 4 persons per fireboat unit

13.2 All three (3) person ALS Transport Rescue units shall be staffed with one (1) state certified Protocol Paramedic Officer in Charge (OIC), and two (2) state certified Protocol Paramedic Firefighters. For relief purposes one (1) Firefighter may be replaced with a state certified EMT whenever there is sufficient on duty personnel. If overtime must be hired for any ALS Transport Rescue, a state certified Protocol paramedic will be hired unless a state certified EMT can be hired in accordance with Article 7.

All four (4) person ALS Suppression units shall be staffed with one (1) state certified Protocol Paramedic Officer in Charge (OIC), one (1) state certified Protocol Paramedic Tailboard Firefighter, one (1) certified EMT Driver Operator, and one (1) certified EMT tailboard Firefighter. For relief purposes, the Officer and any other state certified Protocol Paramedic assigned to the unit can fulfill the two (2) state certified Protocol Paramedic requirement.

At no time shall any ALS Unit be staffed by less than two (2) State certified Protocol Paramedics, one (1) of which must be the Officer (OIC). All certification and testing of employees shall be done on duty.

There will be a minimum of 4 EMS Captains per shift.

13.3 The Department will staff the Hazardous Materials Units, Technical Rescue Units, Marine Firefighting Units, and Fire Boat Units with certified personnel as follows:

#### A. Hazardous Materials Units

1. Hazardous Materials Specialty Unit (e.g. Hazmat 45) – Staffing of one (1) Officer and two (2) Firefighters. All personnel must be Department certified as Hazardous Materials Technicians (HMT).
2. Any four (4) person suppression unit designated as a Hazardous Materials Unit shall be staffed with one (1) Officer and three (3) Firefighters. All personnel must be Department certified as Hazardous materials Technicians (HMT). For relief purposes, (1) tailboard Firefighter position may be replaced by a Firefighter without Department certification.
3. Any three (3) person ALS Rescue designated as Hazardous Materials Unit (e.g. Rescue 28) – Staffing of one (1) Officer and two (2) Firefighters. All personnel must be Department certified as Hazardous Materials Technicians and as “Haz-Tox” paramedics. For relief purposes, one (1) Firefighter position may be replaced by a Firefighter without Department certification.

#### B. Technical Rescue Units

1. Technical Rescue Specialty Unit (e.g. Squad 69) – Staffing of one (1) Officer and three (3) Firefighters. All personnel must be Department certified as Technical Rescue Technicians (TRT).
2. Any four (4) person suppression unit designated as a Technical Rescue Unit shall be staffed with one (1) Officer and three (3) Firefighters. All personnel must be Department certified as Technical Rescue Technicians (TRT). For relief purposes, one (1) tailboard Firefighter position may be replaced by a Firefighter without Department certification.

#### C. Marine Firefighting Units

Any four (4) person suppression unit designated as a Marine Firefighting unit shall be staffed with one (1) Officer and three (3) Firefighters. For relief purposes, one (1) tailboard Firefighter position may be replaced by a Firefighter without Department certification. Any three (3) person ALS Rescue designated as a Marine Firefighting unit shall be staffed with one (1) Officer and two (2) Firefighters. All personnel must be Department certified as Marine Firefighter for relief purposes, one (1) Firefighter position may be replaced by a Firefighter without Department certification.

#### D. Fire Boat Units

Fire Boat units shall be staffed with one (1) Officer and three (3) Firefighters. All personnel must be Fire Boat certified by the Department. Additionally, the Fire Boat Operator and Fire Boat Engineer must be duly certified for their position.

E. The Department may move employees who possess certifications pertaining to the Hazardous Materials Units, Technical Rescue Units, Marine Firefighting Units, and Fire Boat(s) from his/her bid position for up to an additional six (6) shifts or parts thereof, for each year of this agreement to fill positions requiring these certifications. These moves are in addition to those provided for under Article 14.6.

13.4 The Airport Division shall be staffed as defined in the current Memorandum of Understanding with the Aviation Department except that the current staffing levels, overall and on units, shall not be reduced. No subsequent MOU's shall reduce staffing levels from the previous MOU. (Appendix C)

13.5 Staffing strength may be reduced by one (1) person per unit for short periods not to exceed four (4) hours if personnel are absent for, or assigned to, the following activities:

- a. Unanticipated or emergency leave granted after a tour of duty has started. The Department will fill these vacancies as soon as possible
- b. Voting
- c. Medical Examinations
- d. Medical Transportation
- e. Promotional Examinations (up to six (6) hours and to maximum of 70 as described below)
- f. Recognition ceremonies
- g. Subpoenas
- h. Committee's (Board of Merit, Accident Review Panel, and SOP Committee)

Staffing strength may also be reduced by one (1) person per battalion for short periods not to exceed twelve (12) hours for training. In addition, no more than eight (8) ALS Transport Rescue units (24 personnel) and eight (8) Suppression units (32 personnel) may be taken out of service for training at any one time. The intent of this article is that no more than 70 personnel shall be utilized for in-service training or promotional examination at any one time. The Department agrees that units will only be taken out of service for training when at least 2 individuals assigned to the unit are scheduled for training. If this occurs, the remaining personnel will be moved to other units for the duration of the training. These moves are in addition to those specified in Article 14.6. Training may be cancelled at any time pursuant to Department operational necessity.

One (1) person per Battalion (14 Battalions)	14
Eight (8) ALS Transport Rescues	24
Eight (8) Suppression Units	32
Total	70

If a unit is reduced by one as defined above, the OIC position must be filled by a person in the classification of Fire Lieutenant or Fire Captain or, for purposes of a Lieutenant vacancy, by a person on a current promotional eligibility list.

13.6 In the event that the County decides to use the Fire-Rescue Department as the County Department for total transportation of the sick and injured, this Agreement shall be reopened for negotiations as provided by law. If any personnel covered by this Agreement are assigned to work in any new classifications on such total transportation unit, this Agreement shall be reopened for negotiations as to these employees regarding wages, hours, fringe benefits, and working conditions only.

13.7 Officer in Charge (OIC) positions will be staffed with personnel possessing the required classification and certification. Personnel may ride out of class, not to exceed one classification up, when there are sufficient on-duty personnel and such personnel are not able to fill any vacancies in their classification.

13.8 In the case of an unanticipated vacancy on the day of, personnel previously rostered a shift in advance to work in a higher classification will not be considered available to work in their regular classification on the day assigned for the duration of their out of class assignment, not exceed 12 hours.

**ARTICLE 14 FIREFIGHTING PERSONNEL ASSIGNMENTS AND TRANSFERS**

14.1 The Fire-Rescue Department will announce and advertise all bid vacancies. A vacancy shall be defined as a position left by a previous bidder prior to the position vacancy announcement date, C.R. position, or any new position authorized for the length of the oncoming bid period (except relief and Special Assignment positions) in the Department. A position shall be defined as a bargaining unit position. All vacancies will be bid twice a year and will be advertised on the first B-shift Monday at the start of a pay period in August and February of each year. Closing dates will be two (2) weeks after vacancies are advertised. All awarded bids will be implemented ten (10) weeks after the vacancies are advertised.

14.2 All bids will be awarded to the most senior person meeting minimum qualifications. However, bids for Paramedic, Driver Operator, Airport, Air Truck, Flight Medic, Hazardous Materials, CR Firefighter, Technical Rescue, Marine Firefighting, and Fireboat which require certification, will be awarded in accordance with the following:

- A. Driver Operator: Driver Operator bids will be awarded to the senior bidder who is either department certified or state qualified. If no bidder has department certification or state qualification the bid will remain vacant. Certification preference on Fire apparatus is limited to basic Driver Operator Certification. Department certification and/or specialty apparatus certification, i.e., aerial, ladder, etc., shall be required during the bid period. State qualifications is defined as those who have obtained their State of Florida Pump Operator certification (PFL).
- B. Paramedic: Minimum requirement is State of Florida Paramedic Certification to bid Paramedic positions. Paramedic bids will be awarded to the senior certified bidder. Bid preference is:
  - (1) Department protocol certified paramedics. (State of Florida Certified Paramedic with Department Protocols)
  - (2) State of Florida certified paramedics. (Must become Department certified (Protocols) during the bid period).
- C. Airport: Bids will be awarded to the senior bidder who has qualified by successfully completing the Department Aircraft Rescue and Firefighting (ARFF) examination which will be offered twice annually. If no bidder is qualified, the bid will remain Vacant. Personnel assigned to the Airport Division will have the bid period to obtain Airport certification.
- D. Air Truck: Bids will be awarded to the senior bidder. Senior bidder will have the bid period to obtain certification.
- E. Flight Medic: Bids will be awarded to the senior bidder who is either department certified or has qualified by successfully completing the department's Flight Medic examination which will be offered annually. If no bidder is qualified, the bid will remain vacant. The successful bidder will have the bid period to obtain Flight Medic certification when applicable.
- F. Hazardous Materials/Haz Tox: Bids will be awarded to the senior bidder who is either department certified or has qualified by possessing as a minimum, State of Florida 160 hours Hazardous Materials certification. The successful bidder will have the bid period to obtain Department certification as Hazardous Materials Technician and Haz Tox when applicable. The successful bidder on any Hazardous Materials Specialty Unit (e.g. Hazmat 45) or the Hazmat Bureau will be offered the opportunity to obtain Department certification as a Hazardous Materials Specialist, in accordance with rules, regulations and protocols established and maintained by the Fire Department. In the event there is no qualified bidder, the position will remain vacant.
- G. CR Fire Fighter: Bids will be awarded to the senior certified/qualified bidder where applicable. If no bidder has certification/qualification, the bid will remain vacant.
- H. Fireboat, Venom, and Marine Firefighter bids will be awarded to the senior certified bidder. In the event there is no certified bidder, the position will remain vacant.
- I. Technical Rescue: Bids will be awarded to the senior bidder who is either department certified or has qualified by possessing as a minimum, the following State of Florida approved technician-level certifications: Structural Collapse, Trench Rescue, Vehicle & Machinery Rescue, Rope Rescue, and Confined Space Rescue. The successful bidder will have the bid period to obtain Department certification as a Technical Rescue Technician. The successful bidder on any Technical Rescue Specialty Unit (e.g. Squad 69) or the Technical Rescue Bureau will be offered the opportunity to

obtain Department certification as a Technical Rescue Specialist, in accordance with rules, regulations and protocols established and maintained by the Fire Department. In the event there is no qualified bidder, the position will remain vacant.

In order to count toward bid requirements or preference, qualifications/certifications must be obtained prior to the bid announcement. Except for the above and for trainees and probationary Firefighters, all other personnel covered by this Agreement will be given an opportunity to indicate their preference for assignments. Personnel will be assigned to fill vacancies on the basis of preferences, department requirements, and time-in-grade. The department will make every reasonable effort to minimize the transfer of personnel between shifts and duty assignments. Fire rescue personnel will be assigned on a volunteer basis when sufficient volunteers are available.

14.3 Where department requirements provide for an evaluation of applicant's qualifications, evaluation of job performance, written test, and demonstrated abilities to perform in the position sought, qualifications will be relevant to the position bid. A written description of those qualifications will be provided to the Union, two (2) weeks prior to the bid announcement. The same criteria will be applied equally to each bidder in establishing the relative ranking. Time-in-grade will be a major consideration in making selections among those bidding. If all qualifications are equal, the most senior person will receive the award. In the event employees were hired or promoted on the same date, time-in-grade seniority for bid purposes will be determined by the employee's position on the eligibility list.

14.4 Except as provided above, if a senior person bidding is not awarded the bid, the Division Chief concerned will notify the individual prior to the bid being awarded. Upon request, employees will be counseled by the Division Chief concerned with a Union Representative present as to the reasons why and the differences in qualification five (5) days prior to the bid being awarded in writing.

14.5 If an employee placed in a bid position subsequently fails to certify within the bid period, he/she shall revert to his/her previous position. Where qualifications are required for a bid, the certification training will be conducted in a timely manner. Any certification class required due to an awarded bid, may be scheduled prior to the bid implementation date. The employee awarded the bid will remain in their current bid or if there is no current bid, as relief until such time as they become certified when they will then fill their new bid and receive any associated certification pay incentive.

14.6 The department may move an employee from his/her bid position for up to four (4) shifts or parts thereof, for each year of this agreement. For purposes of filling an OIC Position, individuals on a current promotional eligibility list may be moved an additional four (4) times. If, however, an employee is moved without his/her consent, the department shall first seek volunteers for the move from the concerned battalion.

Additionally, the Department shall have the authority and discretion to move employees up to 6 times for each year of this Agreement, while attempting resolution of personnel conflict issues. For conflict resolution, if it is expected that there is a need to exceed the 6 moves, the Department will convene a panel made up of three (3) representatives from labor (appointed by the President of the Union) and three (3) representatives from management (appointed by the Fire Chief) to review the case and make recommendations to the Fire Chief. A move unless otherwise specified in this agreement shall be defined as a move of an employee from his or her bid position to any position that would involve a change of incentive, a change of unit, or a change of station.

14.7 Any unilateral transfer of personnel involving a change from Operations to another assignment, or vice versa, will only be done with at least two (2) weeks prior notification to the employee involved. An employee may waive the prior notification requirement.

14.8 This Article shall not restrict the right of the Department to relocate units. If a unit is relocated no one on that unit shall lose a bid. If a unit/bid position is taken out of service, the employee shall be entitled to first right of refusal to that position if that unit/bid position is ever placed back in service or relocated back and they have maintained or can regain the certifications/qualifications for the position within 6 months. These

employees shall also maintain all pay associated with the bid position for a maximum of eighteen (18) pay periods or until the employee bids another position, whichever comes first.

14.9 The County agrees that Battalions will not be realigned except when necessitated by operational requirements such as when new Divisions or Battalions are created, when municipal fire services are merged with the Department, (provided the merger includes the transfer of uniformed personnel in the municipal department), or when there is an addition or reduction in the number of units.

14.10 An employee may not bid his/her previous bid position until after that bid has been advertised at least one time.

14.11 No bid may be withdrawn after the announced closing date, unless mutually agreed upon by both parties.

#### 14.12 Daily Driver-Operator Vacancies

For daily Driver-Operator vacancies, the relief position of Driver-Operator will be filled as follows:

- A. When the Driver Operator is on CR, the CR Fire Fighter has preference for driving as long as the Fire Fighter is certified on the apparatus.
- B. Filled with the senior Driver certified and bid on the apparatus in question. This shall not be counted as a move as provided for in Article 14.6.
- C. In the absence of (a) or (b), the position will be filled with the senior Driver certified and riding on the apparatus in question.

14.13 Inspections Bureau OIC and Fire Engineering Bureau OIC for the Fire Prevention Division shall be in accordance with the provisions under Appendix A in this Agreement.

14.14 Upon ratification of this agreement by both parties, assignments to vacant Bureau/Division OIC positions in the rank of Chief Fire Officer and all positions within the Public Information Office shall be based upon the assessment of a candidate's seniority, certifications and other job related qualifications as determined by the department. The selection process shall consist of a joint labor management committee with three (3) representatives from the bargaining unit and three (3) representatives from the department. The Committee's recommendation shall be submitted to the Fire Chief or his/her designee for consideration and final approval. The decision of the Fire Chief or designee shall be final and binding.

14.15 Personnel who are on Temporary Restricted Duty (TRD) are eligible to bid for positions, but shall not receive any supplemental pay associated with the awarded bid until they are actually able to work in their new bid position.

14.16 The Department shall notify the Union of any proposed additions to minimum qualifications for all bid positions at least six (6) months prior to the inclusion of these requirements in a bid. The Fire Chief and Union President may mutually agree to waive this requirement in circumstances where there is a need to implement qualifications.

14.17 Special Assignments vary in duration based upon specified necessity. Minimum qualifications for a Special Assignment position, as determined by the Fire Chief, must be documented within thirteen (13) pay periods. Special Assignment positions that are in existence for more than twenty-six (26) pay periods must be placed on the next Position Vacancy Announcement. This 26 pay period requirement may be extended through mutual agreement between the Fire Chief and the Union President. Special Assignment positions will be awarded to the senior bidder meeting the documented minimum qualifications. The successful bidder will maintain the position until he/she vacates the position, or it is discontinued by the Fire Chief.



## **ARTICLE 15      FIREFIGHTING RELIEF PERSONNEL**

15.1 The County will provide sufficient firefighting relief personnel of each classification for each shift. This will be determined with an established Relief Factor. Upon ratification, the following Relief Factors shall continue for the 2021-2022 fiscal year:

- A. Chief Fire Officer – 4.2
- B. Fire Captain – 4.3
- C. Fire Lieutenant – 4.4

15.2 The parties agree to meet annually between July and September of each year to establish an annual Relief Factor.

## **ARTICLE 16      PROMOTIONAL EXAMINATIONS**

16.1 The County agrees that the Fire Chief will consult with representatives of the Union as to the training and experience requirements which will be established for promotional examinations in the various Firefighter classifications. The Union shall be consulted on any additions or deletions to the current study material and there shall be no additions or deletions made to the study material following the announcement of the opening date to sign up for the promotional exam, except by mutual agreement. The County shall provide each applicant with an electronic copy of all suggested study material either via email attachment or a USB device, excluding books published by an outside publisher. All books published by an outside publisher that are being considered for the next promotional examination will be selected and advertised via ASOM upon certification of a new promotional list.

16.2 It is the intent of the County that appointments to exempt positions in the Fire-Rescue Department shall be filled from the Miami-Dade Fire-Rescue Department, whenever possible in the judgment of the Fire Chief or County Mayor. If qualified applicants from within the Department are not appointed, the Fire Chief will counsel the employee concerned.

16.3 If an employee is to be passed over for promotion, the Fire Chief shall counsel the individual as to the reason prior to the list of personnel to be promoted being announced.

16.4 The time in grade eligibility requirement for promotional exams shall be measured in terms of continuous service from date of hire. An interruption for an authorized leave of absence shall not constitute a break in continuous service, but the time in a leave of absence shall not be credited as time in service.

16.5 The time in grade eligibility criteria for promotional exams shall be twenty-one (21) calendar days, excluding weekends and holidays, prior to the expiration date of the respective certified eligibility list and service in the Miami-Dade Fire Rescue Department or as specified by merger agreement:

- A. Lieutenant – Five (5) years continuous service from date of hire as a Firefighter except that all employees hired on or after October 1, 2004, shall be required to be a State Certified, Department Protocol Paramedic. Additionally, all employees will be required to possess the following to be eligible for promotional exams:
  - 1. Associate Degree or higher (In accordance with Article 17), OR State of Florida Fire Officer I certification.
  - 2. State of Florida Pump Operator certification (PFL) or Department Driver/Operator certification.

- B. Captain - Three (3) years continuous service as a Lieutenant, and all employees will be required to possess the following to be eligible for promotional exams:
  - 1. Associate Degree or higher (In accordance with Article 17) OR successful completion of all classes required by the State of Florida Fire Officer I certification. For promotional exams administered after September 30, 2023, employees will be required to have an Associate degree or higher (in accordance with Article 17) OR State of Florida Fire Officer I certification and completion of Fire Officer II coursework.
  
- C. Chief Fire Officer - Two (2) years continuous service as a Captain all employees will be required to possess the following to be eligible for promotional exams:
  - 1. Associate Degree or higher (In accordance with Article 17) OR successful completion of all classes required for the State of Florida Fire Officer I certification.
  
  - 2. For promotional exams administered after September 30, 2023, employees will be required to have an Associate's degree or higher (in accordance with Article 17) Or State of Florida Fire Officer I certification and completion of Fire Officer II coursework.

16.6 No Firefighting personnel shall be permitted to apply for a promotional examination after the announced closing date. The opening date of the promotional exam shall be at least sixty (60) days prior to the closing date. Applications for promotional exams shall be made available at operations headquarters and the Miami-Dade County Human Resources Department. Promotional examinations will be administered within twenty one calendar days, but not less than fourteen (14) calendar days, excluding weekends and holidays, prior to the expiration date of the respective certified eligibility list. If a promotional eligible list has the potential to be exhausted prior to the expiration date, the Miami Dade Fire Rescue Department will work collaboratively with the Human Resources Department to schedule the administration of a promotional examination in order to establish a new eligible list to be effective upon the exhaustion of the current list.

16.7 The County agrees to allow Firefighting personnel candidates to participate in written promotional examinations in cases where, an otherwise eligible promotional candidate is deemed not eligible due to a less than satisfactory performance evaluation report which is pending appeal. The candidate's promotional examination will be sealed pending the final results of the performance evaluation appeal process. The promotional candidate's examination will only be scored if the performance evaluation appeal process results in the performance evaluation being changed to an overall rating of satisfactory or above.

16.8 Firefighting personnel promotions will be made within two (2) pay periods after the vacancy occurs (if a current eligible list is in effect). This method will not be used to request overages. If a freeze in hiring and/or promotions is imposed by the County Mayor, Local 1403 retains the right to intercede with the County Commission if the Fire-Rescue Department has been unable to make promotions within the agreed two (2) pay periods. If a current eligibility list has been exhausted, promotions will be made effective on the day the new list is certified.

16.9 The effective time of certification for a promotional eligibility list is at 0001 the day the list is certified, regardless of actual time.

16.10 The parties agree that for the duration of this Agreement promotional eligibility lists shall not exceed one (1) year from the date of certification by the County Human Resources Department unless otherwise agreed.

16.11 A classified position becomes a vacancy at 0700 the day after separation by the incumbent from County service. This vacancy occurs only if there are no overages in the classification. Separation shall be described as the day "T" shows or should show on the PAR.

16.12 New relief positions for the fiscal year are considered vacancies effective 0700 of the first pay period of the new fiscal year.

16.13 Budgeted positions or approved overages for new programs or services will not be considered vacancies until 0700 of the day the position is implemented. That is, the day the position is actually utilized. This vacancy occurs only if the position is also approved by Budget Ordinance or the Miami-Dade County Human Resources Department.

16.14 The date a vacancy is effective in a higher bargaining unit classification will also be considered the effective date of vacancy for the subsequent promotions to be made behind the original vacancy. (For example, if a Chief Fire Officer retired, a vacancy will also occur at the same time for a Captain and Lieutenant, providing there were no overages already in those classifications.) If a current eligibility list has been exhausted, promotions will be made effective on the day the new list is certified.

16.15 Upon ratification of this agreement, when a vacancy occurs in the rank of Division Chief, a Chief Fire Officer (CFO) promotion and subsequent promotions will be made within two (2) pay periods from the current eligibility list(s).

16.16 The Department will attempt to deliver Fire Service Hydraulics and Apparatus Operations courses to obtain State of Florida Pump Operator certification (PFL), Fire Officer I (FOI) and Fire Officer II (FOII) classes at no charge to the employee twice annually. Personnel may take any class associated with the PFL, FOI and FOII certification through another institution. The employee will receive 50% reimbursement for each class. Once the PFL, FOI, or FOII certification is obtained, department will reimburse the remaining 50% for a total of 100% reimbursement for tuition costs up to 100% of the Miami-Dade College course rate, regardless of the institution attended.

## **ARTICLE 17      EDUCATION**

17.1 Firefighting personnel covered by this Agreement who attend schools, seminars, training activities, etc., during their off-duty hours shall be compensated by the County at one and one-half times their normal rate of pay for those hours if the activity meets the following requirements:

- A. It is required by the Department;
- B. It is required to maintain "certification of qualification."

17.2 Any costs of material and/or tuition for Firefighting personnel shall be paid by the County if the activity or course is required by the Department.

17.3 Upon ratification of this agreement by both parties, Firefighting personnel covered by this Agreement who receive an Associate Degree or higher in Fire Science Technology, Emergency Medical Services, Fire Administration, Public Administration, Emergency Services Management, Disaster Preparedness, Business Administration, Healthcare Administration, Biology/Biological Sciences, or Nursing shall receive a one-step pay increase. If a request is denied, the decision may be appealed to the Fire Chief in person and the decision of the Fire Chief shall be final and binding. The Union shall be given notice and opportunity to be present at such meeting. Employees attending such courses shall receive regular County educational benefits.

17.4 Firefighting personnel in the classification of Firefighter who receive and maintain a State of Florida Pump Operator Certification (PFL) shall receive a pay supplement of \$35 per pay period.

17.5 Firefighting personnel in the classification of Firefighter who receive and maintain a State of Florida Fire Safety Inspector I Certification shall receive a pay supplement of \$25 per pay period. Article 17.1 and Article 17.2 shall not be applicable if maintenance of this certification is only required to comply with this pay supplement.

17.6 Firefighting personnel in the classification of Fire Lieutenant, Fire Captain, and Chief Fire Officer who receive and maintain a State of Florida Fire Officer I certification shall receive a pay supplement of \$50 per pay period.

17.7 Firefighting personnel in the classification of Fire Lieutenant, Fire Captain, and Chief Fire Officer who receive and maintain a State of Florida Fire Officer II certification shall receive a pay supplement of \$100 per pay period.

17.8 Wage benefits under 17.6 and 17.7 above shall not be cumulative.

17.9 The Fire Department will provide 100% tuition refund to those employees in firefighting personnel classifications who voluntarily attend Paramedic Training Classes in an off-duty status and who successfully complete Department Protocols and State Certified Paramedic requirements. Additionally, Rescue ride time, approved by the authority having jurisdiction, may be permitted on duty, unless prohibited by Florida statutes, Florida Administrative Code, or local ordinance.

## **ARTICLE 18 NON-DISCRIMINATION CLAUSE**

18.1 No employee covered by this Agreement shall be discriminated against because of race, creed, national origin, religion, sex, marital status, sexual orientation, age, union membership or union activity protected by law in accordance with applicable State and Federal Laws. The Union agrees to fully cooperate with the County in complying with Federal, State and local laws requiring affirmative action to assure equal employment opportunity. The County will inform the Union as to its participation in such efforts and programs and will furnish sufficient information to the Union to enable it to understand and evaluate the nature of the County's participation therein.

18.2 If it becomes necessary for the County to validate promotional examinations for officers, the Union will be promptly informed of the requirement and the intended validation program. Such requirement and program will be mutually discussed between the Parties prior to implementation, and the impact of the program on the bargaining unit, if any, will be considered.

18.3 It is understood and agreed by the parties that validation of promotional examinations for officers will be undertaken pursuant to law. The County will take no position inconsistent with this understanding.

18.4 This Article is intended solely to comply with Federal, State and local regulations concerning the criteria enumerated above.

18.5 Because County, State and Federal agencies provide acceptable means of redressing complaints of discrimination, such complaints are expressly excluded from the Grievance procedure and Arbitration provisions of this Agreement.

## **ARTICLE 19 HEALTH SERVICES**

19.1 Medical examinations will be administered annually by the Department, while the employee is on duty, commencing by the first week in January each year. All bargaining unit employees shall be required to take this medical examination once every 24 months. Effective in 2011 and every odd numbered year thereafter, employees whose last names begin with the letters A-L will have mandatory physicals during their birth month, and effective 2012 and every even numbered year thereafter, employees whose last names beginning with the letters M-Z will have mandatory physicals during their birth month. The physical shall be conducted at contracted facilities mutually agreeable to the department and the union and shall consist of the following minimum requirements:

1. 12 lead EKG - interpreted by a licensed cardiologist when abnormalities are identified
2. Complete blood test
3. Hearing test
4. Lung volume test

5. Treadmill stress test if recommended by the examining physician or by the employee's physician
6. Other diagnostic tests as required by the Physician
7. Vision test
8. Chest X-ray at employee's option
9. Toxicology and Alcohol Test
10. 3-D Mammogram upon request will be provided at the employee's request, limited to one (1) time per employee every two (2) years.
11. Hepatitis screening and immunization upon request.
12. Prostate Specific Antigen (PSA) tests will be provided to all males age 50 or over and to other males if recommended by the examining physician. Upon request by the employee, the test will be provided to those males age 40 or over.
- 13 Heavy Metal testing
14. Ultrasound Body Scan by body region when recommended by the examining physician.
15. Full body ultrasound (to include but not limited to carotid, thyroid, chest, breast, echocardiogram, abdomen, pelvis, and scrotum and its contents) will be provided at the employee's request, limited to one (1) time per employee every two (2) years.
16. Thyroid Panel test (to include TSH, Total T3, Total and Free T4).

During the term of this agreement, the parties agree to discuss and consider the adoption of the International Association of Firefighters/International Association of Fire Chiefs (IAFF/IAFC) Wellness Initiative Project as the guideline for employee health services.

19.2 The employee shall be notified in writing of any irregularities within twenty-one (21) days after completion of the examination. If the examining physician, after reviewing the test results, recommends that any portion of the test be redone, the cost will be borne by the County. Results of the complete medical examination shall be given to each employee within thirty (30) days of the examination. If an irregularity is reported which, in the opinion of the examining physician, would restrict the employee's performance of duty, the employee's private physician will attest to the employee's fitness for duty before returning to duty in accordance with the provisions of the most current edition of the National Fire Protection Association (NFPA) 1582, Section 9.1.

19.3 Any employee injured as a result of activities in the course of employment and who requires medical attention shall be entitled to an electrocardiogram, carbon monoxide testing, booster or tetanus shots, and other necessary medical treatment if the need is indicated by the attending physician.

19.4 The County shall pay the hospital, medical and surgical expenses incurred by any person covered by this Agreement arising out of a compensable line of duty illness or injury.

19.5 The County shall provide to the members of the bargaining unit all benefits set forth in the Service Connected Disability Program and administer those benefits consistent with the provisions of the program as enumerated in Section 2-56.21 through 2-56.27.1 of the Miami-Dade County Code.

19.6 The Miami-Dade County Human Resources Department will maintain all medical records, with access only by Risk Management, the County Attorney's Office and the employee.

19.7 The County agrees to pay \$30,000 for burial expenses and memorial services for sworn bargaining unit members killed in the line of duty.

19.8 The County shall make provisions for employees to access to employee support services (ESS) and counseling for up to five (5) years after their separation from County service.

19.9 Any employee who voluntarily enters treatment to an authorized in-patient addiction facility upon referral by his/her physician/licensed clinician or is subsequently diagnosed with Post-traumatic Stress Disorder (PTSD) for at least a continuous period of 25 days but no more than 35 days, without previously being notified of a bi-annual physical examination and/or scheduled for alcohol/drug screening test or a disciplinary action related to substance abuse or mental health issues, may be granted a Leave of Absence (LOA) utilizing their accrued leave. On the next business day after leaving the program upon successful completion of its requirements, the employee shall notify the Department, provide supporting documentation, and submit to a County alcohol/drug screening (for alcohol and/or substance abuse treatment cases) for clearance to return to duty. Once the successful completion by the employee has been verified and a negative alcohol/drug test result of the employee obtained, the leave used for the purpose of this treatment program shall be restored to the employee for a period of no more than 30 days. Only the leave utilized, hour for hour, will be restored. In cases of leave in a No Pay status, no leave hours will be restored. Any further follow-up care shall be on the employee's personal leave time and this leave is not subject to be restored. This voluntary leave provision will only be granted one time per employee with MDR and cannot be used in lieu of discipline.

**ARTICLE 20 BULLETIN BOARDS**

20.1 The County shall establish in each station, bureau office, and on the Department's electronic network "MDFRNET," a bulletin board for the posting of Union notices for informational purposes only. Solicitation material will not be posted. Material will be subject to review, prior to posting, by the Department with the Union to be notified within twenty-four (24) hours of receipt of material. The non-electronic bulletin board will be at least 36" x 48" in size.

20.2 The County shall establish an e-mail group of members of the bargaining unit for informational purposes only. Solicitation material will not be e-mailed. Only the President of the Union or Secretary of the Union shall be able to send information to this e-mail group. All material will be subject to review by the Department prior to sending. The Union shall be notified within twenty-four (24) hours of receipt of material.

**ARTICLE 21 UNION ACTIVITY**

21.1 Nothing in this Agreement shall abridge the right of any duly authorized representative of the Union, while off duty, to present the views of the Union to the citizens on issues which affect the welfare of its members, as long as they are clearly presented as views of the Union and not necessarily of the County.

**ARTICLE 22 UNION REPRESENTATIVES**

22.1 The Union shall designate in writing, to the Fire Chief of the Fire-Rescue Department, Union members who shall serve as Union representatives and Grievance representatives. Said representatives may be allowed time off with pay for the following activities subject to prior approval of the Department. Approval shall not be withheld. The Union shall attempt to make all requests pursuant to this article at least 2 duty days in advance.

22.2 Six (6) members shall be designated as Union representatives for attendance at labor-management committee meetings and for renegotiation of this collective bargaining agreement. Three (3) representatives shall be allowed time off with pay for attendance at the Department Health and Safety Committee meetings.

22.3 The Union shall designate nine (9) Executive Board members (no more than three (3) per shift), to act as grievance representatives. Grievance representatives may investigate and process grievances during working hours. One (1) grievance representative shall be released daily for up to twelve (12) hours each day to prepare for and/or attend each grievance hearing. Two (2) Union grievance representatives will be allowed time off with pay to attend arbitration hearings conducted pursuant to Article 5.

22.4 Two (2) members of the Union's Executive Board shall be given time off with pay to attend the Dade County Association of Firefighters meetings in Miami-Dade County, the South Florida AFL-CIO meetings in Miami-Dade County, the South Florida Council of Firefighters meeting in Miami-Dade County, and any regularly scheduled Miami-Dade County Commission meeting.

22.5 Twelve (12) members of the Union shall be allowed time off with pay to attend the bi-annual convention of the International Association of Firefighters, AFL-CIO, C.L.C. (Not to exceed forty-eight (48) hours per employee.)

22.6 Twenty-five (25) members of the Union shall be allowed time off with pay to attend the Annual Professional Firefighters of Florida Convention and ten (10) members the Florida AFL/ CIO Annual convention (not to exceed twenty-four (24) hours per employee).

22.7 The President of the Union and either the Vice President or a designee shall be released from duty with pay to administer this Agreement.

22.8 In addition to the sections above, association representatives may receive up to 400 hours of administrative leave per month to be used at the mutual agreement of the Association President and the Fire Chief for the benefit of the County and Miami-Dade Fire-Rescue Department personnel. Requests may be denied if the requested time off will interfere with required department training, meetings, or annual physicals.

## **ARTICLE 23 LABOR-MANAGEMENT COMMITTEE**

23.1 There shall be a labor-management committee which shall consist of a total of twelve (12) members; six (6) members designated by the Union President of which no more than five shall be on duty personnel and six (6) members designated by the Fire Chief. The labor-management committee shall meet on a monthly basis, or less often by mutual consent, and such meetings shall be held during business hours. The purpose of these meetings will be to discuss problems and objectives of mutual concern, not involving grievances or the terms and conditions of this Agreement.

23.2 The Fire Chief will also furnish a secretary to take minutes of the meetings and these minutes will be mailed to each member of the committee and alternates and all stations and offices not later than fifteen (15) days after the meetings.

23.3 At the end of every April and September, the Labor-Management Committee will publish a synopsis of the problems and objectives discussed at the Labor-Management meetings and the disposition of those problems and objectives.

23.4 The Union agrees to work cooperatively with the County to develop and implement performance based compensation projects involving bargaining unit classifications. These performance based compensation projects shall be joint ventures, representing a collaborative effort between the County and the Union, to effect meaningful performance based productivity gains that are designed to enhance the effectiveness and efficiency of the Department. Examples of performance based compensation projects would be the review of the current employee performance evaluation system and a review of the National Fire Protection Association (NFPA) Standards - 1710.

23.5 The parties may mutually agree, at any time during the term of this Agreement, to reopen the agreement with respect to Performance Based Compensation projects, classification studies, or County Pay

Plan redesign. The County agrees that it cannot unilaterally implement changes which would conflict with the terms of this Collective Bargaining Agreement.

23.6 The Union President may request a meeting with the Director of the Human Resources Division to discuss disciplinary action being administered as a result of an employee's suspension under Section 2-42 (22) of the Code of Miami-Dade County.

## **ARTICLE 24 SAFETY STANDARDS AND EQUIPMENT**

24.1 All protective clothing, rain gear, equipment, tools, appliances, and apparatus will meet or exceed NFPA safety standards, Federal standards, or other recognized safety standards such as UL, Mine Safety Bureau, ANSI, etc., at the time the bid is let for purchase unless waived by a unanimous vote of the Safety Committee.

24.2 The Health and Safety Committee established by this Agreement may evaluate changes in specifications for bids in protective clothing, equipment, tools, appliances, and apparatus before and after implementation by the department and may issue reports to the Fire Chief and the County Mayor concerning such changes. Once recommended changes are approved by the Fire Chief and County Mayor's Office, budget implementation will be effective immediately.

24.3 The parties recognize and agree that the County has a continuing obligation to introduce into service new and improved technology, methods and means of carrying out the responsibilities of the Department, and that innovation and experimentation consistent with maximum safety is a part of this obligation.

24.4 The Fire-Rescue Department Health and Safety Committee will evaluate all components of the protective ensemble including respiratory protection currently being utilized on a semi-annual basis and submit recommendations to the Fire Chief. Once recommended changes are approved by the Fire Chief and the County Mayor's Office, budget implementation will be effective immediately.

24.5 The protective ensemble required by the Fire-Rescue Department or State Law will be furnished by the Department. Non-issued components of the protective ensemble will not be used unless expressly authorized in writing by the Department. The Department will ensure a sufficient cache of the protective ensemble to provide a replacement set when contaminated during emergency operations. No employee will be required to transport contaminated personal protective ensemble in their personal vehicle.

24.6 All bargaining unit members will be furnished with rain gear.

24.7 All personnel who so request will be furnished with individual ear plugs or muffs.

24.8 Personal protective ensemble will be issued one time. It will be maintained in a serviceable condition. Lost or damaged components of the protective ensemble will be replaced by the employee unless it has been destroyed or damaged while operating at an emergency scene, in training, or working in a job-related assignment (i.e. overtime, Firewatch, etc.) in which case it will be replaced by the Department.

24.9 Rescue apparatus will comply with all applicable Federal and State standards.

24.10 The Health and Safety Committee is appointed by the Fire Chief and made up of six (6) members chosen by the Union and six (6) members chosen by Management. This committee shall have the authority to investigate failures of, or complaints about the personal protective ensemble, including respiratory protection required to be worn by the Department.

24.11 Effective October 1, 2004 the County agreed to provide Workers' Compensation coverage to Firefighting personnel on a portal-to-portal basis. This coverage will apply to any substantiated injury sustained while going to or coming from work at their regular duty location and while traveling the most direct route. The provisions of this section apply solely to Workers' Compensation benefits and do not represent



any change in benefits provided under Section 2-56 of the Code of Miami-Dade County or to other disability benefits provided in this Agreement. This coverage shall be restricted to only those injuries sustained within the geographical boundaries of Miami-Dade County. The provisions of this section are not subject to review as grievances.

#### **ARTICLE 25 NIGHT DIFFERENTIAL**

25.1 Employees who are assigned to a work shift having the major portion of the hours scheduled after 6:00 p.m. will receive two pay steps above their normal rate. A work shift which is divided equally before and after 6:00 p.m. will entitle an assigned employee to one step above the normal rate. Employees assigned to work schedules which encompass twenty-four hour shifts are ineligible for this pay differential. Employees assigned to a 40 hour work schedule who work in operations as part of a 24 hour shift will not be eligible for night shift differential. Night shift pay differential will not be included in the payment of accrued annual leave and compensatory time upon separation from the County service.

#### **ARTICLE 26 MERGERS OF OTHER FIRE DEPARTMENTS**

26.1 The County agrees that if a department is merged with the Miami-Dade Fire Rescue Department there will be no person now employed by the County displaced from his/her bided position unless that person agrees to such a move.

This Article shall not restrict the rights of the Department to relocate units, realign battalions and districts, or to alter organizations and operating reporting relationships of merged employees.

26.2 Whenever a merger discussion is authorized by the Board of County Commissioners involving municipal fire services the Union shall be so informed and be given an opportunity to discuss the merger as it pertains to matters covered in this Agreement. Disputes arising under paragraph 26.2 of this Article shall not be arbitrable.

26.3 Whenever an annexation or takeover of County fire rescue service is authorized by the Board of County Commissioners, the County agrees to appropriate the funds necessary to absorb, through attrition, the overage of all classifications.

#### **ARTICLE 27 FIREFIGHTING PERSONNEL TOUR OF DUTY AND HOURS OF WORK**

27.1 The three (3) platoon, twenty-four (24) hour tour of duty shift schedule (twenty-four (24) hours on duty, forty-eight (48) hours off duty) now in effect shall continue.

27.2 The current beginning and ending hours (0700 to 0700) of the twenty-four (24) hour tour of duty shall not be changed without negotiations between the parties.

27.3 Except for Bureau assignments, the current forty-eight (48) hour work week for personnel on a twenty-four (24) hour tour of duty shall remain in effect.

27.4 Although the County retains the right to change the schedule of employees currently on a ten (10) hour per day, four (4) day per week schedule, the County currently has no intent to change that schedule. If a schedule of those employees is changed in the future, the change will be effective at the beginning of a bid period in order to allow those employees currently filling the bided positions within that schedule an opportunity to bid out of the job.

27.5 All forty (40) hour personnel will be given an opportunity to work 4-10 hour days. This provision does not apply to personnel who accept a special assignment or are assigned to administrative duty by the Fire Department as a result of a pending or actual discipline. If after one bid period, in the Department's judgment, this schedule is not satisfactory, the Division Head may change the work schedule to five 8 hour days. The

Division Head shall, after three (3) months, evaluate the productivity and objectives of the bureau involved and counsel the Bureau Head as to the merits or ramifications of the 4-10 hour day shift.

27.6 The Department shall endeavor to set up a C.R. schedule for all relief personnel. Prior to the implementation of the schedule, relief personnel shall be given at least 96 hours' notice prior to a C.R. day.

27.7 The parties agree to jointly research and study alternative work schedules via Labor Management's Service Delivery Sub-Committee.

## **ARTICLE 28 GROUP HEALTH INSURANCE**

28.1 The parties agree that the County has the unilateral right to design, implement and administer its own insurance program, including the determination of benefits, premiums and required employee contributions. Changes in the County's insurance program may be made at any time at the discretion of the employer. The parties agree that nothing in this Section will prohibit Local 1403 from unilaterally administering and designing its own insurance program.

28.2 The term employee in this section will be defined as active enrolled County employees which includes those employees on an approved leave of absence.

The County agrees to contribute to the Union's group insurance plan a per-employee contribution based on the Union's group insurance plan enrollment. The contribution rate, paid on a biweekly basis, will be determined the greater of the following:

Utilizing the budgeted point of service (POS) rate and the budgeted blended rate for the County's group health insurance plans, as determined by the Executive Insurance Committee in the fall of each year, and applying the budgeted POS rate to those enrolled in the comparable Union POS plan, and the budgeted blended rate to those enrolled in any other non-POS Union plan at that time. The budgeted blended rate is developed by taking the total projected expenditures, including any required contribution to reserves, less contributions for POS premiums and dependent premiums in the self-insured plan and the balance of the reserves in the group insurance trust fund, divided by the total number of eligible employees. Employees participating in the Union's group insurance plans and their premiums and expenses are excluded from this calculation.

Either party reserves the right to audit each other's health insurance plan concerning paid claims, eligibility, premiums, and enrollment information, at their own expense, on an annual basis.

It is agreed to and understood that the County's contribution to the Union's Group Health Insurance Plan shall be used exclusively for the purpose of funding the costs associated with the Union's Group Health Insurance Plan.

28.3 The County's contribution to employees in the Union's Dental Plan will be determined in the following manner. For those employees who select the Union Indemnity Dental Plan, the County's employee contribution will be the amount of the County's employee contribution to its Indemnity Standard Group Dental Insurance Plan. For those employees who select the Union Dental Maintenance Organization Plan, the County's employee contribution will be the amount of the County's highest employee contribution to its Dental Maintenance Organization Standard Group Dental Insurance Plan.

28.4 The County shall continue to contribute to the Union Group Life Insurance Program the same premium amount contributed for employees in the County Group Life Insurance Program.

28.5 The County will also continue to deduct premium amounts required in excess of the County's contribution to the Union's group health insurance plan from employee's paychecks and remit the same, along with the County contribution, to the Union Group Health Insurance Plan.

28.6 All employees enrolled in the County's Point of Service/Managed Health Care Group Insurance Plan shall be required to pay three percent (3%) of the cost of single coverage of this plan.

28.7 The County will provide an annual contribution of \$500,000 to the Dade County Firefighter Health Insurance Trust Fund for the purpose of supplementing the funding of the Union's medical insurance program for retired members of the plan to be paid in January of each year.

28.8 The County will provide an annual contribution of \$1,500,000 to the Dade County Firefighter Health Insurance Trust Fund for the purpose of offsetting the cost of illness and diseases associated with the hazards of firefighting by supplementing the funding of the Union's medical insurance program for currently employed members of the plan to be paid effective January 2021 and January of each subsequent year.

28.9 The parties agree that all bargaining unit employees will be offered the opportunity to participate in the County's Flexible Benefits Program pursuant to law and in accordance with all rules, regulations, and procedures pertaining thereto prescribed by the employer and the Internal Revenue Code.

28.10 Firefighting personnel who are approved for In-Line-Of-Duty Disability Retirement by the Florida Retirement System, or applicable municipal retirement system or who are permanently and totally disabled in the line-of-duty and approved by the County's Long Term Disability Panel in accordance with provisions under Section 2.56 of the Miami-Dade County Code are eligible to continue to receive the County's contribution for group health insurance premiums as provided in Section 28.2 of this Article until the employee reaches age sixty-five (65). Additionally, the County will provide the eligible employee who is permanently and totally disabled in the line-of-duty with premium payment for the continuation of their existing dependent health coverage, in effect at the time of the incident which caused the disability, in a County approved group health plan until the employee reaches age sixty-five (65). The decision of the Disability Panel with regard to this benefit shall be final. The employee will direct this request, in writing, to the County's Director of Labor Relations. Benefit eligibility if approved by the Disability Panel, shall become effective after receipt of appropriate request by the Benefits Manager and shall not be applied retroactively. Benefit eligibility shall cease upon the employee reaching age sixty-five (65). The parties may mutually agree to reopen this agreement to discuss issues and changes related to the County's Service Connected Disability Program under Section 2.56 of the Miami-Dade County Code.

28.11 Firefighting personnel who retire and separate from the County service with 25 or more years of County service in the Special Risk Class will be eligible to receive two hundred dollars (\$200) per month as a retirees health insurance supplement for a period of ten (10) years or until they are eligible for Medicare whichever is less. As a matter of interpretation, it is agreed to between the parties that time served by Firefighting personnel while participating in the Florida Retirement System (FRS) Deferred Retirement Option Program (DROP) will be credited toward attaining the 25 years of County service in the Special Risk Class.

28.12 If the "Union Group Health Insurance Plan" is terminated during the term of this agreement, the County agrees to discuss enrolling all members of the "Union Group Health Insurance Plan" into the County's Group Health Insurance Plan under the benefits afforded to other County employees.

28.13 The County will provide an annual \$1,100 contribution to the Flexible Benefits Plan paid in biweekly increments for County employees eligible for group health insurance or the Flexible Benefits Plan.

28.14 The County will provide a onetime contribution of \$500,000 (with disbursements of \$250,000 in January 2022, and \$250,000 in January 2023) to the Dade County Firefighter Health Insurance Trust Fund for the purpose of supplementing mental health education, awareness, and assistance.

## **ARTICLE 29 FIREFIGHTING PERSONNEL SHIFT EXCHANGE**

29.1 Employees may exchange shifts with personnel of the same classification subject to the following conditions:

- A. Requests may be denied if an exchange will interfere with the efficient operation of the Department.
- B. Exchange of time shall be in increments of twenty-four (24) hours or less as required by the employees being relieved.
- C. Exchange requests must be made at least forty-eight (48) hours in advance.
- D. Exchange requests shall be subject to advance approval by the PAR Supervisor.
- E. Employees shall be restricted from requesting any new exchange once they owe twenty-five (25) exchanges. This provision may be extended or waived upon the written authorization and approval from the Department's Fire Chief.
- F. Any exchange for Union business shall not be covered by this Article.
- G. Employees are forbidden from being paid to work exchange time.
- H. Employees are not allowed to work overtime or Extra Duty Services (Article 32) when off on exchange time.
- I. The department may move an employee from his/her exchange position for up to six (6) shifts or parts thereof, for each year of this agreement. If a move from a position exchanged by employees should occur, it shall be recorded as a move of the employee working exchange.

29.2 The employee agreeing to work the shift exchange shall be held accountable to report for duty or have accumulated leave deducted if unable to report for duty. If the employee agreeing to work has no accumulated leave, then accumulated leave will be deducted from the employee requesting the exchange. If the employee requesting the exchange does not have enough accumulated leave, then this employee will have their pay deducted. Any associated out of class pay will be awarded to the employee agreeing to work. No exchange of time will result in added cost to the County.

**ARTICLE 30 SAVINGS CLAUSE**

30.1 All job benefits authorized by the County and heretofore enjoyed by the employees that are not specifically provided for or abridged by this Agreement shall continue under conditions upon which they had previously been granted.

30.2 Nothing in this Article shall prevent the County from making reasonable changes in work rules or methods, provided that such changes do not reduce the benefits referred to above.

30.3 This Agreement shall not deprive any employee of any of the protections granted by:

- 1. Federal Law
- 2. The Laws of Florida
- 3. Ordinances of Miami-Dade County excluding Budget Ordinances.
- 4. The Miami-Dade County Personnel Rules and Regulations.

**ARTICLE 31 PERSONAL LIABILITY PROTECTION**

31.1 No employee of the County shall be held personally liable in tort for any injuries or damages suffered as a result of any act, event, or omission of action in the scope of his employment, unless such officer, employee, or agent acted in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. Subject to the monetary limitations set forth in state law, the County shall pay any monetary judgment which is rendered in a civil action personally against an officer, employee, or agent of the County which arises as a result of any act, event, or omission of action within the scope of his/her employment or function.

**ARTICLE 32 EXTRA DUTY SERVICES**

32.1 Definition: For purposes of this Article "extra duty services" shall mean standby fire personnel or an approved firewatch which is required by the Authority Having Jurisdiction (AHJ) as detailed in the Florida Fire Prevention Code and/or Chapter 14 of the Code of Miami-Dade County. Extra Duty services may be required

for special events, planned events, exhibitions, or gatherings requiring standby firewatch services (e.g. sporting events, the Dade County Fair, etc.)

## **Code Violation Options**

### **Option 1**

The owners of private facilities (businesses, office buildings, condominiums, etc.) or their representatives may request bargaining unit employees for extra duty services that is required as a result of a code violation such as the failure of an alarm and/or sprinkler system or from fire protection equipment failure as provided in the Florida Fire Prevention Code as it may be amended from time to time.

### **Option 2**

The owners of private facilities (businesses, office buildings, condominiums, etc.) or their representatives may also request a private vendor who meets the requirements of NFPA 601 to provide firewatch that is required as a result of a code violation, such as the failure of an alarm and/or sprinkler system or from fire protection equipment failure as provided in the Florida Fire Prevention Code as it may be amended from time to time. Should clear life safety concerns exist, as determined by the Fire Marshal of Miami-Dade Fire Rescue, the use of a private vendor will be prohibited.

In the event that the Florida Fire Prevention Code is amended during the term of this Agreement, the parties will meet to discuss implementation of the amendment.

The changes made effective October 1, 2014 shall not be interpreted to reduce the wages, hours, and conditions of employment provided previously.

32.2 Bargaining unit employees will be offered the opportunity to work Extra Duty Services. The Department will generate a list of all available Extra Duty Services assignments. Extra Duty Services and Emergency Extra Duty Services assignments will be hired through a system accessible to all bargaining unit employees. The Department will adopt a policy, in concert with the Union, to facilitate both regular and emergency Extra Duty Services hiring. Compensation for such services will be in accordance with Miami-Dade County Implementing Order 7-33 – Rates for Special Off-Duty Fire Rescue Services.

32.3 Any function or enterprise asking for, or requiring, Extra Duty Services as defined in Article 32 Section 1 shall use off duty bargaining unit personnel. In the event that the Department cannot fill all extra duty services assignment requests requiring technical Life Safety Code knowledge, from within the bargaining unit, the Department may offer the positions to civilian Fire Safety Specialists.

32.4 Firefighters in a probationary status will not be eligible for any unsupervised Extra Duty Services assignments.

32.5 All Extra Duty Services assignments at Hard Rock Stadium and Homestead Motor Speedway with an attendance of 40,000 or more patrons shall be paid at \$3.00 per hour above the normal rate of pay.

32.6 All employees who work Extra Duty Services assignments at Hard Rock Stadium will be compensated \$79.00 per hour, and Chief Fire Officers will be compensated at \$81.00 per hour for the following events:

- |                     |  |
|---------------------|--|
| A. NFL              | AFC Championship, Super Bowl, Pro-Bowl                                   |
| B. MLB              | NLCS, World Series, All Star Games, World Baseball Classic               |
| C. College Football | National Championship, National Playoff, National Bowl Game, Orange Bowl |
| D. Concert:         | Rolling Loud   |

32.7 Up to 20 members assigned as members of the Honor Guard shall receive a \$50 biweekly supplement. Honor Guard members shall be selected or removed at the discretion of the Fire Chief.

32.8 The Department shall provide, at minimum, one class annually for each extra duty services certification.

### **ARTICLE 33 VOTING**

33.1 The County agrees to allow each employee who is a registered voter in Miami-Dade County and is scheduled to work from 7:00 a.m. to 7:00 p.m. on an election day, time off with pay to vote provided the employee actually votes. Voting time will be scheduled in such a fashion as to not interfere with normal work production. The location of the employee's precinct and the employee's work schedule shall be considered in scheduling time off.

### **ARTICLE 34 SERVICES TO THE UNION**

34.1 The County shall furnish the Union a copy of all written rules and regulations pertaining to employer-employee relations, including but not limited to: County Mayor's Administrative Orders, Miami-Dade County Personnel Rules, Departmental Rules and Regulations, Training Bulletins, Videos, and other available material regularly distributed to members of the bargaining unit.

### **ARTICLE 35 USE OF PRIVATE VEHICLES**

35.1 When it is necessary for an employee to use his/her private vehicle to enable him/her to perform assigned duties he/she shall be reimbursed in accordance with Miami-Dade County Administrative Order 6-3. This provision shall include situations where an employee is directed to travel to a different station after reporting to his/her assigned duty station.

### **ARTICLE 36 LONG SERVICE PAY PREMIUMS**

36.1 Service-In-Grade Pay (Longevity Pay Steps):

Upon ratification, employees who are on the maximum of the pay range, L1, or L2 and whose pay anniversary date is greater than two (2) years, may be eligible for a ½ pay step (supplement pay).

Once the employee completes five (5) years, they may progress to the next step (and the temporary ½ pay step supplement will be removed).

An additional longevity Step (L3) will be established.

Effective and retroactive to October 1, 2018, employees on L2 and whose pay anniversary date is greater than five (5) years may be eligible to progress to L3.

Employees will receive pay step increments for continuous service in the same classification as described below:

- A. Advancement by one-half pay step (pay supplement) may be made on the employee's pay anniversary date after completion of two (2) consecutive years of service at the maximum rate of the salary range. Such advancement will be one-half pay step beyond the normal maximum rate.
- B. Advancement to Longevity Step 1 may be made after completion of five (5) consecutive years' service at the maximum rate of the salary range. Such advancement will be one pay step beyond the normal maximum rate.
- C. Advancement by one-half pay step may be made on the employee's pay anniversary date after completion of two (2) consecutive years of service at longevity Step 1 of the salary range. Such advancement will be one-half pay step beyond longevity Step 1.

- D. Advancement to longevity Step 2 may be made after completion of five (5) consecutive years of service at longevity Step 1 of the salary range. Such advancement will be one pay step beyond longevity Step 1.
- E. Advancement by one-half pay step may be made on the employee's pay anniversary date after completion of two (2) consecutive years of service at longevity Step 2 of the salary range. Such advancement will be one-half pay step beyond longevity Step 2.
- F. Advancement to longevity Step 3 may be made on the employee's pay anniversary date after completion of five (5) consecutive years of service at longevity Step 2 of the salary range. Such advancement will be one pay step beyond longevity Step 2.
- G. Longevity increases shall be administered in accordance with the merit concept. These increases shall be granted, deferred, or denied on the basis of the individual achieving annual "satisfactory" or better performance evaluation ratings in a majority of the evaluations conducted during the required length of service period and during the final year.

36.2 Longevity Bonus Award:

In accordance with Administrative Order 7-10, employees with fifteen (15) years of continuous uninterrupted County Service shall receive an annual lump sum longevity bonus payment in accordance with the following schedule:

<u>Years of Completed Full-Time Continuous County Service</u>	<u>Percentage Payment of Base Salary</u>
15	1.5%
16	1.6%
17	1.7%
18	1.8%
19	1.9%
20	2.0%
21	2.1%
22	2.2%
23	2.3%
24	2.4%
25	2.5%
26	2.6%
27	2.7%
28	2.8%
29	2.9%
30 or more	3.0%

Employees who retire under disability provisions shall be eligible to receive their longevity bonus if they complete any portion of a calendar year in which they would normally be eligible.

**ARTICLE 37 DUES CHECK-OFF**

37.1 Upon receipt of a lawfully executed written authorization form from an employee (the form now in use which is approved by the County), the County agrees to deduct the regular union dues of such employee from his/her bi-weekly pay and remit such deductions to the duly elected Treasurer of the Union within ten (10) working days from the date of deduction. The Union will notify the County in writing thirty (30) days prior to any change in the regular Union dues structure.

37.2 Any employee may, at any time, on forms provided by the Union (approved by the County), revoke his/her Union dues and deduction and shall submit such revocation form to the County with a copy of such revocation form to the Union. The County shall only stop Union dues deductions on the first pay period in each calendar month.

37.3 The Union agrees to indemnify and hold the County harmless against any and all claims, suits, orders, and judgments brought and issued against the County as a result of any action taken or not taken by the County under the provisions of this Article.

#### **ARTICLE 38 REPORTING OF INJURIES**

38.1 The parties agree that in accordance with the applicable provisions of State Law, all injuries regardless of severity are to be reported on the proper forms within the prescribed time limits. At the end of each fiscal quarter, or whenever available, a copy of the computer print-out and supporting reports will be sent to the members of the Health and Safety Committee and the Union Secretary for evaluation to see if corrective measures can be found to make the vocation of Firefighter safer in Miami-Dade County.

#### **ARTICLE 39 SEVERABILITY**

39.1 In the event that any provision of this Agreement is declared invalid by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect.

#### **ARTICLE 40 STRIKES AND LOCKOUTS**

40.1 There will be no strikes, work stoppages, picket lines, slowdowns, boycotts, or concerted failure or refusal to perform assigned work by the employees or the Union and there will be no lockouts by the County for the duration of this Agreement. The Union supports the County fully in maintaining normal operations. Any employee who participates in or promotes a strike, work stoppage, picket line, slowdown, boycott, or concerted failure or refusal to perform assigned work shall be subject to disciplinary action, up to and including discharge.

40.2 It is recognized by the parties that the County is responsible for and engaged in activities which are the basis of the health and welfare of our citizens and that any violation of this section would give rise to irreparable damage to the County and to the public at large. Accordingly, it is understood and agreed that in the event of any violation of this section, the County shall be entitled to seek and obtain immediate injunctive relief. Provided, however, it is agreed that the Union shall not be responsible for any act alleged to constitute a breach of this section if it can show that neither the Union nor any of its officers instigated, authorized, condoned, sanctioned, or ratified such action, and further, that the Union and its officers have used every reasonable means to prevent or terminate such action.

#### **ARTICLE 41 AMENDMENT**

41.1 The parties hereto may interpret, alter, or amend this Agreement by mutual action in writing and no individual employee shall have cause to complain thereof, it being understood that any interpretation or arrangement mutually satisfactory to the parties hereto shall be binding upon all individual employees and the County whether such action be prospective or retroactive.

#### **ARTICLE 42 DUTY VEHICLE AND RADIOS**

42.1 The County Mayor or his designee shall have the sole and exclusive right to determine the assignment of vehicles and to remove such assignment except as provided in Article 42.2. The Fire Chief shall have the authority to determine vehicle assignments external to the normal shift assignment. The assignment of vehicles shall not be considered an employee job benefit but an operational equipment decision.



42.2 Fire Inspectors and Investigators bid or filling an Open/Vacant position shall be furnished a vehicle on a twenty-four hour basis. Each position in the Operations Division and all fire safety and training personnel will be assigned and issued a hand-held radio.

42.3 Vehicles assigned to members of the bargaining unit shall not be taken outside a 60 mile radius of the Miami-Dade Fire Department Headquarters building without prior approval of the Fire Chief.

42.4 Either party may require discussions concerning this article if other bargaining units receive vehicles as a job benefit.

### **ARTICLE 43 PERSONNEL FILE AND DISCIPLINARY MATTERS**

43.1 An employee shall be given a copy of each entry made into the employee's personnel file. Such entry shall be signed by the employee as evidence of the entry. The employee shall be given the opportunity to respond to the entry and such response shall be made part of the file. The personnel file maintained by the Miami-Dade Human Resources Department is considered the employee's "official personnel file." Files containing copies of documents maintained in locations other than in the Miami-Dade County Human Resources Department are considered "working files." Copies of documents in the "working files" may be removed. Employees will receive written notification when their personnel files, memorandums and/or any reports prepared by or related to the employee are reviewed or requested pursuant to Chapter 119 Florida Statutes as amended.

43.2 Miami-Dade County Administrative Order 7-3, Disciplinary Action, will be the governing policy for all disciplinary procedures.

43.3 The Department will provide employees being formally counseled or disciplined with a copy of the completed counseling form or DAR form at least 72 hours, not including weekends or holidays, prior to the scheduled date of the counseling or DAR session. During the 72 hour period of time, the employee or his representative may contact the supervisor issuing the counseling to voice objections or make suggestions. The Department will encourage supervisors to listen to and consider any such input. At the conclusion of the DAR or Formal Counseling session a copy of the employee's written or recorded statement, and any other document or evidence reviewed, considered, and/or relied upon will be provided to both the employee and the Union.

43.4 The parties recognize that formal counseling sessions are to be used exclusively for the purposes of presenting the written record of counseling advising the employee of the conduct that is deemed unacceptable, recommending ways for the employee to improve the performance that is the subject of the counseling, and warning the employee that if such conduct continues the employee may be subject to progressive discipline up to and including dismissal from County service. The session is not to be used for the purpose of questioning the employee. The Record of Counseling shall be marked "no longer in effect" and shall not be used by the County in any manner, including but not limited to progressive discipline, promotion, transfer, or as evidence in a subsequent disciplinary hearing after two (2) years of formal counseling and discipline-free service to the County related to the Record of Counseling. The two (2) years considered herein shall run from the date of issuance of the Record of Counseling.

43.5 Employees who are subjects of an administrative investigation will be informed at least 72 hours, not including weekends or holidays prior to the interview that they have the right to have a representative present. Said employee shall be notified of each and every allegation or charge made against him and shall be given a copy of any and all complaints and statements of the complainant and witnesses made against him and any evidence relevant to the charges contained in the case file prior to the interview of said employee. The Personnel Record Summary shall include only one entry for an incident of alleged misconduct.

43.6 Interviews and questioning of firefighting personnel shall be conducted in accordance with Florida Statute Section 112.82 (Firefighter Bill of Rights).

43.7 Administrative statements made by employees shall not be made public without written permission of said employee except where covered by the Public Records Law.

43.8 The employee and/or the union shall, upon request, receive a copy of the employee's written or recorded statement and any other document or evidence reviewed, considered, and/or relied upon for any disciplinary action being taken against the employee at no cost to the employee or the Union.

43.9 The employee who is the subject of a complaint or allegation shall be notified in writing of the disposition upon the conclusion of the investigation, and final decision by the Fire Chief.

43.10 In cases where an employee is relieved from duty pending an investigation or other administrative action, the following conditions will prevail:

- a. The employee will remain on full salary allowances.
- b. Should disciplinary action result from the investigation, that period of time in which the employee was relieved from duty without pay may be included in the disciplinary action.
- c. If an employee is on probation when he/she is relieved of duty with pay the employee's probationary period shall not be extended.

43.11 Except where covered by law when an employee has been arrested or indicted or charged by a prosecuting official, the Department on its own initiative shall not release a photograph or home address of any employee under investigation without the employee's written permission.

43.12 Any employee who is the subject of an internal investigation or department review panel where findings or charges are exonerated, not sustained, unfounded or who is exonerated through the disciplinary appeal process, will have the right to have all documents and reports stamped "no longer in effect."

43.13 No employee shall be required to submit to any device designated to measure the truthfulness of his responses during questioning.

43.14 Employees may appeal Written Reprimands by notifying the Fire Chief in writing within fourteen (14) calendar days of the date of issuance of the Written Reprimand. The appeal will be heard by the Fire Chief or his designee and will consist of a review of both substantive and procedural issues and not be limited to simply the appropriateness of the discipline. The employee will be entitled to receive and review all evidence, including a complete copy of the investigatory file, on which the discipline was predicated, prior to the scheduling of the hearing. The Fire Chief or his designee may uphold the Written Reprimand, reduce it to a Record of Counseling or rescind the Written Reprimand. The Fire Chief or his designee decision shall be final and binding.

43.15 Employees may continue to work and be allowed to forfeit accrued annual, holiday or compensatory leave in lieu of serving the period of suspension, and waive their disciplinary appeal rights. Employees serving a suspension greater than 48 hours without pay shall be given two options. OPTION 1: The employee can serve the suspension consecutively; or OPTION 2: The employee may serve the suspension on non-consecutive shifts to lessen the financial impact, however if the employee chooses this option they will have to agree to waive all rights and claim for overtime and/or extra duty assignments until such time as the suspension has been completely served.

## **ARTICLE 44 WAGES**

During the 2020-21 Fiscal Year, bargaining unit employees shall not receive a Cost of Living Adjustment. Upon ratification, bargaining unit employees will be paid a one-time bonus of two percent (2%) of their base wages. This 2% bonus shall be calculated using the employee's base wage before such base wage has been adjusted by the (Fiscal Year 2021-22) 3% Cost of Living Adjustment provided by this Article.

Effective the first pay period in October 2021, (Fiscal Year 2021-22), bargaining unit employees shall receive a Cost of Living Adjustment of three percent (3%).

Effective the first pay period in October 2022, (Fiscal Year 2022-23), or if ratification is subsequent to October 2022, the first pay period following ratification, bargaining unit employees shall receive a Cost of Living Adjustment of three percent (3%). The Cost of Living Adjustment for Fiscal Year 2022-23 shall not be applied retroactively.

#### **ARTICLE 45 TERM OF AGREEMENT AND REOPENER**

45.1 Upon ratification by the Union and approval by the Board of County Commissioners of Miami-Dade County, Florida, this Agreement shall be effective upon ratification, unless otherwise provided in any specific Article, and shall continue in effect until September 30, 2023. The economic benefits of this agreement shall be applicable only to bargaining unit employees employed in the bargaining unit on or after the date of ratification.

45.2 In the event during the term of this agreement (October 1, 2020 – September 30, 2023) another Miami-Dade County certified collective bargaining unit, directly under the purview of the County Mayor, successfully negotiates an across the board Cost of Living Adjustment increase which is effective during the term of this Agreement and is greater than the Cost of Living Adjustment increase provided for under Article 44 (Wages), the Union shall automatically receive the across the board Cost of Living Adjustment increase as the other Union.

45.3 The parties may mutually agree, at any time during the term of this Agreement, to reopen the Agreement with respect to Performance Based Compensation Projects, classification studies, or County Pay Plan redesign.

45.4 The County has the right to reopen this Agreement to discuss issues related to the implementation of the Enterprise Resource Planning (ERP) for a new County-wide Human Resource (HR) System. The purpose of this reopener is to be able to address changes in the business processes used to perform certain personnel and payroll transactions, in order to adapt to the functional requirements of the new HR system.

45.5 In the event that during the term of this Agreement the bargaining unit classification of Fire Rescue Dispatcher is officially designated by the Florida Retirement System (FRS) as eligible for "Special Risk" retirement under the FRS, the Union will have the right to request the reopening of negotiations with respect to Article 50.2 only.

45.6 Either party may require discussions concerning modifications, amendments, and renewal of this Agreement to be effective October 1, 2023, by requesting same, in writing, of the other party between January 1, 2023 and not later than April 1, 2023. A meeting of the parties shall then be held no later than May 1, 2023, where first drafts of written proposals modifying this Agreement shall be exchanged. If neither party submits such written notice during the indicated period, this Agreement shall be automatically renewed for the period October 1, 2023 through September 30, 2024.

#### **ARTICLE 46 PAYCHECKS**

46.1 The Memorandum of Understanding regarding overpayments to employees, dated April 29, 1986, shall no longer be in effect. The County is entitled to recover, in a timely manner, funds determined by the County to have previously been paid in error in accordance with Florida Statutory provisions. Unless mutually agreed to by the County and the employee, the County shall have the right to effect recovery of funds through a stipulated biweekly paycheck deduction, at a biweekly rate equal to the biweekly rate of the erroneous payment, or at the minimum rate of fifty (\$50) dollars per pay period, whichever is greater. The specific recovery rate shall be determined through an agreement between the concerned employee and the Human Resources Division.

Upon notification to both the concerned employee and the Union, the concerned employee or the Union shall have fourteen (14) calendar days to dispute the basis for and/or the amount of the claimed overpayment, through the grievance procedures outlined in Article 4. The Union may file the grievance directly at Step 3. While the grievance and any arbitration is pending, no payroll deductions shall be made until the grievance is withdrawn, resolved by settlement, or resolved by arbitration award. The County has the right to recover the full outstanding amount of erroneous payments in the event the employee separates from the County service. If a grievance is pending, the deduction amount shall be held in escrow by the County pending resolution of the grievance.

46.2 Upon notice of any mistakes caused by the employer in the amount less than \$250.00 shall be corrected and paid no later than the pay day of the following pay period. Should the mistake exceed \$250.00, it will be taken care of no later than the following business day.

46.3 In the event an employee loses a check it will be replaced on that day or the next business day after the Fire-Rescue Department personnel officer receives a signed and notarized statement from employee of such loss.

46.4 When a check is lost or misplaced prior to the employee receiving the check, a replacement check will be issued based on the signed statement by each of the employees who processed the check.

#### **ARTICLE 47 FIREFIGHTING PERSONNEL WORKING CONDITIONS**

47.1 Every apparatus in service shall be provided an insulated water cooler of at least a five (5) gallon capacity by the County.

47.2 All bargaining unit employees shall be permitted to wear a baseball style cap, bearing the Local 1403 logo, during activities which are of a non-alarm nature. The caps will be provided by the employee. Rules will be promulgated in the rules and regulations of the Fire-Rescue Department as to color, where, and when baseball caps may be worn.

47.3 All in-service Heavy Fleet vehicles shall maintain serviceable air conditioning systems to adequately cool the vehicle interior in which bargaining unit members are seated.

47.4 All assigned primary Heavy Fleet vehicles will be replaced in accordance with the Miami-Dade Internal Services Department's recommended fleet replacement plan. Nothing in this section shall restrict the department's right under Article 3 to delay fleet replacement of assigned primary Heavy Fleet vehicles due to budgetary or other extenuating circumstances.

47.5 Heavy Fleet vehicles purchased will provide appropriate noise suppression devices and/or capabilities to protect the hearing of bargaining unit employees while seated inside the vehicle.

47.6 One bargaining unit member may be designated by, and at the option of the President of Local 1403, to participate in all inspections of apparatus prior to delivery. All costs associated with compliance with this Article shall be covered by the bargaining unit.

47.7 All potable water at Fire Stations and facilities will be filtered. Filters will be maintained in accordance with manufacturer's requirements. The Fire Department will request the water & Sewer Department to test the water supplies at all Fire Stations during its Annual Drinking Water Supply & Quality Report process, at no cost to the Fire Department.

47.8 Engineering controls shall be established at all Fire Stations to reduce exposure to all byproducts of combustion generated by Heavy Fleet vehicles. The Fire Department shall determine the method and the means to comply with this Article.

47.9 It is understood by both parties that compliance with Articles 47.4, 47.5, 47.7, and 47.8 may require time and both parties agree these Articles are enforceable after December 31, 2022.

#### **ARTICLE 48 COMMUNICATION**

48.1 Members requiring information or assistance from offices and bureaus outside of their respective Divisions shall use the chain of command. If a satisfactory response is not forthcoming within seventy-two (72) hours, any member of the executive board of the Union may seek the information for the employee.

#### **ARTICLE 49 TOXICOLOGY AND ALCOHOL TESTING**

49.1 The County and the Association recognize that employee substance and alcohol abuse can have an adverse impact on Miami-Dade County Government, a Department's operation, the image of County employees and the general health, welfare, and safety of the employees, and the general public.

49.2 The Department shall continue to have the right to require Toxicology and Alcohol Testing as part of any physical examination provided in accordance with the provisions of Article 19 Health Services.

49.3 The Department shall also have the right and authority to require employees to submit to toxicology and alcohol testing designed to detect the presence of any controlled substance, narcotic drug, or alcohol. The Department agrees that requiring employees to submit to testing of this nature shall be limited to circumstances that indicate reasonable suspicion to believe that the employee is under the influence of such substances, suffers from substance or alcohol abuse, or is in violation of the Miami-Dade County Personnel Rules, or Departmental Rules and Regulations regarding the use of such substance. The Department further agrees to provide a verbal explanation to the employee the circumstances that caused the need for the testing prior to the test. The Department further agrees to provide the circumstances that cause the need for the testing to the employee and the Union in writing within 24 hours of the order.

49.4 It is further understood by the parties that the aforementioned authority to require that employees submit to such testing be approved by the concerned Division Chief, or higher authority within the Department to ensure proper compliance with the terms of this Article.

49.5 The County, guided by the most recent research in toxicology, will select the appropriate test(s) to be used. If an employee tests positive, a second test (Split Test) must be administered in a timely manner to verify the results before administrative action is taken. An employee may waive the second test (Split Test). The County agrees to pay the costs of the second test. All tests will be conducted in approved laboratories using recognized technologies.

49.6 All disputes arising out of the implementation of this article will be pursued under Article 4 of the agreement.

49.7 The results of such tests may result in appropriate disciplinary action, up to and including dismissal, in accordance with the applicable provisions of the Code of Miami-Dade County, the Miami-Dade County Personnel Rules and Departmental Rules and Regulations. Employee refusal to submit to toxicology or alcohol testing in accordance with the provisions of this Article may result in disciplinary action up to and including dismissal, in accordance with the applicable provisions of the County Code, the Miami-Dade County Personnel Rules and Departmental Rules and Regulations.

49.8 If an employee is referred to or requests participation in the Miami-Dade County Employee Support Services Program (ESSP), both parties agree that the employee shall be referred to a program that is within the employee's health insurance provider network when available.

## **ARTICLE 50      DISPATCHERS' ADDENDUM**

50.1 The standard work week for Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors will be forty (40) hours of work per week, with Fire Rescue Dispatchers assigned to a five (5) days per week eight (8) hour day. Effective April 1, 2022, Fire Rescue Dispatcher Supervisors will be assigned to a five (5) days per week eight (8) hour day. Fire Rescue Dispatcher Supervisors shall receive up to thirty (30) minutes of overtime compensation before each shift when working in a Fire Rescue Dispatcher Supervisor shift position. All work authorized to be performed by these non-job basis employees in excess of 40 hours of straight time work per week or in excess of the normal work day shall be considered overtime work provided that overtime hour's work will not be included in determining the normal work week. Overtime Compensation will be paid for at the rate of one and one-half (1 ½) times the applicable rate of pay. Time in pay status with the exception of annual and sick leave will be termed as hours worked.

50.2 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors will be eligible to receive a support specialty pay supplement of two (2) pay steps.

50.3 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors will be eligible to receive a night shift differential of two (2) pay steps for shifts that have the majority of work hours between 6:00 p.m. and 6:00 a.m.

50.4 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors will receive two (2) fifteen minute breaks during each shift, in addition to a one (1) hour meal break, for a total of 90 minutes per work shift. The scheduling of work breaks and meal breaks will be at the discretion of the Department. Additionally, such employees will be provided escorts or a suitable alternative security to and from parking areas during hours of darkness.

50.5 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors who are officially designated by the unit supervisor to act in a rank higher than their permanent rank and actually performs said duties shall receive a one-step increase provided the tenure of service in the acting rank is a minimum of four (4) consecutive work hours. In the case of an employee who is assigned to a work schedule of four (4) days per week for ten (10) hours per day they must perform the duties in the higher rank for a minimum of five (5) consecutive work hours.

50.6 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors may accrue holiday leave up to a maximum of 240 hours.

50.7 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors designated by the Department to train other employees will receive a one (1) pay step salary supplement for each hour or 15 minute increments in which active training is performed.

50.8 Employees in the classifications of Fire Rescue Dispatcher and Fire Rescue Dispatch Supervisor shall be required to serve a one (1) year, twenty-six (26) pay period probationary period.

50.9 Employees may exchange shifts with personnel of the same classification subject to the following conditions:

- A. The Fire Department agrees to allow exchange of shifts on an unlimited basis at the present time but reserves the right to reinstate the twenty-six (26) shifts per year limit. It is mutually agreed that prior to reverting to that limitation, the parties will meet and discuss the proposed changes. The decision of the Fire Chief or designee shall be final and binding.
- B. Employees are forbidden from being paid to work exchange time.
- C. The exchange of time shall not create any overtime need or pay exceptions to the department. Employees exchanging time will have no pay exceptions due to the exchange of time.

- D. Requests may be denied if an exchange will interfere with the efficient operations of the department.
- E. Exchange time may be in any increment of time requested by the employee being relieved, provided it does not result in the employee working more than sixteen (16) hours continuously.
- F. Exchange request must be made 24 hours in advance unless otherwise approved and are subject to advance approval by the PAR Supervisor.
- G. Dispatchers who were certified as Lead Workers or Acting Supervisors prior to ratification of this agreement are permitted to exchange with Dispatch Supervisors until September 30, 2023.
- H. If an employee who has agreed to work a shift exchange calls out twice on exchange within four (4) consecutive pay periods, management reserves the right to suspend exchange privileges for one (1) month.
- I. The employee agreeing to work the shift exchange shall be held accountable to report for duty or have accumulated leave deducted if unable to report for duty. If the employee agreeing to work has no accumulated leave, then accumulated leave will be deducted from the employee requesting the exchange. If the employee requesting the exchange does not have enough accumulated leave, then the requesting employee will have their pay deducted.
- J. No exchange of time will result in added cost to the County.

50.10 Effective January 1, 2022, the Fire Rescue Department will initiate the Shift Selection Process (SSP) for Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors four (4) times per year. The department will advertise all full-time budgeted Dispatcher and Dispatcher Supervisor shift positions and associated days off by January 15<sup>th</sup>, April 15<sup>th</sup>, July 15<sup>th</sup>, and October 15<sup>th</sup> of each year. Closing dates for selection will be two (2) weeks after positions are advertised. Awarded positions will be filled two (2) weeks after the date the award is posted. All positions will be awarded to the most senior person meeting minimum qualifications.

50.11 Employees in the classifications of Fire Rescue Dispatcher and Fire Rescue Dispatch Supervisor who achieve and maintain all of the following specific competency milestones will be eligible to receive a 14% competency pay supplement, upon authorization by the Department and review by the Human Resources Division. Effective April 1, 2022 this pay incentive will be increased to 15%. Effective April 1, 2023 this pay incentive will be increased to 16%. Employees will become prospectively eligible for this supplement effective the beginning of the first pay period immediately following the receipt of all of the following required competency milestones:

- Achieve an overall rating of satisfactory or higher during the annual performance evaluation rating period.
- Achieve and maintain proficiency in the State of Florida Public Safety Telecommunicator certification.
- Demonstrate and maintain proficiency in the current or any future CAD system.
- Demonstrate and maintain proficiency in the current or any future Radio System, to include interoperability patches with other entities.
- Employees who receive the competency pay supplement shall no longer be eligible to receive the two (2) pay steps in 50.2.

50.12 Upon ratification of this agreement by both parties, Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors assigned to special projects as defined and approved by the Miami-Dade Fire Rescue Fire Chief shall receive 5% above their regular rate of pay.

50.13 Fire Rescue Dispatchers and Fire Rescue Dispatcher Supervisors who receive an Associate or higher degree in Emergency Management, Emergency Medical Services or Computer Science shall receive a one-step pay increase. If a request is denied, the decision may be appealed to the Fire Chief in person and the decision of the Fire Chief shall be final and binding. The Union shall be given notice and opportunity to be present at such meeting. Employees attending such courses shall receive regular County educational benefits.

50.14 A labor management subcommittee shall be established and shall meet at least once quarterly.

## **ARTICLE 51 LAYOFF AND DEMOTION PROCEDURES**

51.1 If for non-disciplinary reasons, a layoff of any of the bargaining unit classifications described in Article 2 is necessary, the County will lay personnel off in reverse seniority order (i.e. Seniority number 100 will be laid off prior to seniority number 99 who will be laid off prior to seniority number 98, etc.). For the purposes of this section of the agreement, Seniority shall mean department seniority.

51.2 If for non-disciplinary reasons, a demotion from any of the bargaining unit classifications described in Article 2 to a lower classification becomes necessary, the County will demote personnel in reverse seniority order by rank (classification) (i.e. Seniority number 100 will be demoted off prior to seniority number 99 who will be demoted prior to seniority number 98, etc.). For the purposes of this section of the agreement, Seniority shall mean seniority in grade. For purposes of this Article, "non-disciplinary" does not include failure of probation.

51.3 In the event positions are restored or a vacancy occurs during a layoff of any of the bargaining unit classifications described in Article 2, the County will recall personnel in seniority order (i.e. Seniority number 98 will be recalled prior to seniority number 99 who will be recalled prior to seniority number 100, etc.). For the purposes of this section of the agreement, Seniority shall mean department seniority. There will be no new hiring until all personnel laid off have been rehired, or have been offered to be rehired and have refused the position. Employees laid off during their probationary year will be rehired and continue their promotional period as if they were never laid off.

51.4 In the event positions are restored or a vacancy occurs after the non-disciplinary demotion of any of the bargaining unit classifications described in Article 2, the County will re-promote personnel in seniority order (i.e. Seniority number 98 will be promoted prior to seniority number 99 who will be promoted prior to seniority number 100, etc.). For the purposes of this section of the agreement, Seniority shall mean the seniority in grade that the employee had prior to being demoted from that rank or classification. There will be no promotions in any classification until all personnel demoted have been restored to their original classification, or have been offered to be promoted to their original classification and have refused the promotion. Employees demoted during their probationary year will be promoted and shall continue their probationary period as if they were never demoted.

## **ARTICLE 52 COMMUNITY MENTORING INITIATIVE**

Community Mentoring Initiative shall be authorized in accordance with Administrative Order 7-40 and upon approval by the Fire Chief, employees will be granted one (1) hour of administrative leave per week, up to a maximum of five (5) hours per month, to volunteer at one or more of the following activities assuming that such volunteer work is performed during normal scheduled work hours:

- Community volunteer activities such as mentoring, tutoring, guest speaking or providing any related services at the direction of the program or volunteer coordinator;
- Community service programs that meet child, elder or other human needs, including but not limited to, Guardian Ad Litem, Big Brother/Big Sister, Senior Corps and Adult Literacy.



**APPENDIX A**  
**Fire Prevention Division**

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A.1 Employees who are assigned full time to the Fire Prevention Division shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range who shall receive 5% above regular rate.

A.2 Employees who are assigned full-time duties as a Bureau OIC in the Fire Prevention Division shall be paid at a rate one step above their regular rate of pay, except employees at the maximum step of the salary range, who shall receive 5% above their regular rate.

A.3 Employees who are State of Florida Fire Safety Inspector Certified and are currently assigned full-time to the Fire Prevention Division will receive 3% above their regular rate of pay.

A.4 The term "Fire Prevention Inspector" shall be used as designation for all Fire Prevention employees working in the Fire Inspections and Fire Engineering Bureau. The term "Fire Prevention Investigator" shall be used as designation for all Fire Prevention employees working in the Fire Investigations Bureau.

A.5 Assignment Pay Supplements for Fire Prevention Inspector and Fire Prevention Investigator are not transferable from Bureau to Bureau.

A.6 In the event that an insufficient number of Firefighter bargaining unit employees bid into assignments in the Fire Prevention Division, as determined by the Department, thereby resulting in vacant positions in this Division, the Fire Chief shall have the option and authority to temporarily fill these vacant bargaining unit positions with other certified bargaining unit employees (right of first refusal) or with certified employees in non-Firefighter bargaining unit classifications until the following bid period.

**A.7 Fire Inspections Bureaus**

- a. The minimum requirement to bid a Fire Prevention Inspector position is the classification of Fire Lieutenant and a current State of Florida Fire Safety Inspector Certification
- b. Employees assigned full-time to Fire Inspection Bureaus who have attained and maintain Fire Prevention Inspector I Certification shall receive an additional 1% above their regular rate of pay.
- c. Employees assigned full-time to Fire Inspection Bureaus who have attained and maintain Fire Prevention Inspector II Certification shall receive an additional 2% (for an accumulative total of 3%) above their regular rate of pay.
- d. Employees assigned full-time to Fire Inspection Bureaus who have attained and maintain Fire Prevention Inspector III Certification shall receive an additional 2% (for an accumulative total of 5%) above their regular rate of pay
- e. Employees assigned full-time to Fire Inspection Bureaus who have attained and maintain Fire Prevention Inspector I Certification and State of Florida Fire Safety Inspector II Certification will receive an additional pay supplement of 2% above their regular rate of pay.
- f. Employees assigned full-time to Fire Inspection Bureaus who have attained and maintain Fire Prevention Inspector I Certification and NFPA Plan Examiner I Certification will receive an additional pay supplement of 2% above their regular rate of pay.

## **A.8 Fire Inspection Bureaus OIC**

- a. The minimum requirement to bid a Fire Inspection Bureau OIC position is a current State of Florida Fire Safety Inspector Certification. The successful bidder is required to attain NFPA Plans Examiner I certification within one (1) year of receiving the bid position, and State of Florida Fire Safety Inspector II certification within two (2) years of receiving the bid position. If the successful bidder fails to meet this requirement, he/she shall lose the bid and will not revert to his/her previous bid position. If no qualified bidder is awarded a position, the position will remain vacant.
- b. Fire Inspection Bureau OICs who have attained and maintain NFPA Plan Examiner I Certification will receive an additional pay supplement of 2% above their regular rate of pay.
- c. Fire Inspection Bureau OICs who have attained and maintain State of Florida Fire Safety Inspector II Certification will receive an additional pay supplement of 2% above their regular rate of pay.
- d. Fire Inspection Bureau OICs who have attained and maintain State of Florida Fire Safety Inspector III Certification will receive a pay supplement of 5% above their regular rate of pay. This pay supplement is not cumulative with the pay supplement in A.8c.
- e. Fire Inspection Bureau OICs will continue to receive the Fire Prevention Inspector pay supplements outlined in Section A.7b, A.7c and A.7d if he/she qualified for and was receiving these pay supplements prior to filling the Bureau OIC position.

## **A.9 Fire Investigation Bureau**

- a. The minimum requirement to bid a Fire Prevention Investigator position is the classification of Fire Lieutenant and a current State of Florida Fire Safety Inspector Certification
- b. Employees assigned full time to the Fire Investigation Bureau who have attained and maintain Fire Prevention Investigator I Certification shall receive 1% above their regular rate of pay.
- c. Employees assigned full time to the Fire Investigation Bureau who have attained and maintain Fire Prevention Investigator II Certification shall receive an additional 2% (for an accumulative total of 3%) above their regular rate of pay.
- d. Employees assigned full time to the Fire Investigation Bureau who have attained and maintain Fire Prevention Investigator III Certification shall receive an additional 3% (for an accumulative total of 6%) above their regular rate of pay.
- e. Employees assigned full time to the Fire Investigation Bureau who have attained and maintain Fire Prevention Investigator IV Certification shall receive an additional 3% (for an accumulative total of 9%) above their regular rate of pay.

**APPENDIX B**

**Memorandum of Understanding  
Between Miami-Dade County  
And IAFF Local 1403  
Regarding Promotional Pay Step Calculation**

Miami-Dade County and International Association of Fire Fighters Local 1403 have agreed to document, via this Memorandum of Understanding, the acknowledged practice for placement of firefighting personnel in pay steps upon promotion in the Firefighter series.

**Section 1.** Effective upon ratification by both parties, a Firefighter, Fire Lieutenant, or Fire Captain will at the time of promotion to Fire Lieutenant, Fire Captain, or Chief Fire Officer, be placed in the appropriate promotional pay step as noted in the table below.

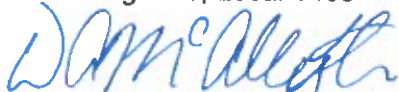
**Table**

<b>FIREFIGHTER to FIRE LIEUTENANT</b>	
<b>Firefighter Base Pay Step</b>	<b>Fire Lieutenant Base Pay Step</b>
9	6
10	7
½ Step Pay Supplement	7
11	7
½ Step Pay Supplement	7
12	8
½ Step Pay Supplement	8
13	9
<b>FIRE LIEUTENANT to FIRE CAPTAIN</b>	
<b>Fire Lieutenant Base Pay Step</b>	<b>Fire Captain Base Pay Step</b>
7	6
½ Step Pay Supplement	6
8	7
½ Step Pay Supplement	7
9	8
½ Step Pay Supplement	8
10	9
<b>FIRE CAPTAIN to CHIEF FIRE OFFICER</b>	
<b>Fire Captain Base Pay Step</b>	<b>Chief Fire Officer Base Pay Step</b>
7	6
½ Step Pay Supplement	6
8	7
½ Step Pay Supplement	7
9	8
½ Step Pay Supplement	8
10	9

COLLECTIVE BARGAINING AGREEMENT  
BETWEEN  
MIAMI-DADE COUNTY,  
THE MIAMI-DADE FIRE-RESCUE DEPARTMENT,  
AND THE  
METRO DADE FIREFIGHTERS IAFF LOCAL 1403  
OCTOBER 1, 2020 – SEPTEMBER 30, 2023

This Agreement signed this 9th day of February, 2022

Dade County Association of  
Fire Fighters, Local 1403



William McAllister, President



Brian Lynch, First Vice President



Lisa Bullard, Second Vice President



Christopher Fink, Secretary



Paul Blake, Treasurer



Michelle Steele, Executive Board Member



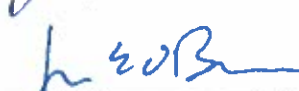
John Kelly  
IAFF Contract Negotiation Team



John Lancaster, Executive Board Member



John Meic, Executive Board Member

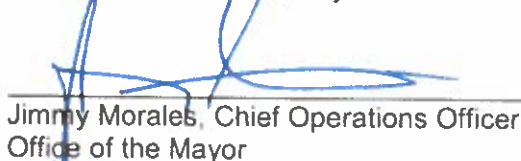


John O'Brien, Executive Board Member

Miami-Dade County



Daniella Levine Cava, Mayor



Jimmy Morales, Chief Operations Officer  
Office of the Mayor



Alan Cominsky, Fire Chief  
Fire Rescue Department



Arthur Holmes, Jr., Deputy Fire Chief  
Fire Rescue Department



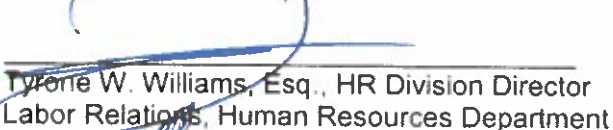
Rowan Taylor, Division Chief  
Fire Rescue Department



Scott Merdelsberg, Assistant Director  
Fire Rescue Department



Arlene Cuellar, Director  
Human Resources Department



Tyrone W. Williams, Esq., HR Division Director  
Labor Relations, Human Resources Department



Gretel Perez, Labor Relations Manager  
Labor Relations, Human Resources Department



Myra Marlow, Labor Relations Specialist  
Labor Relations, Human Resources Department

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