

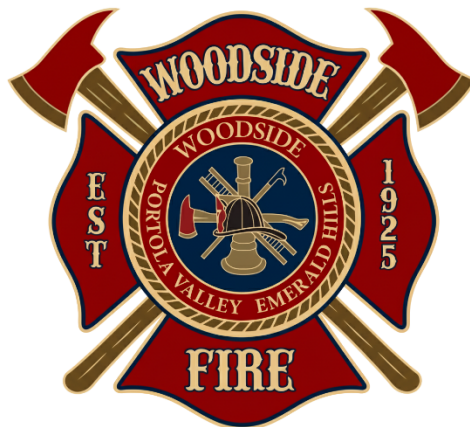
MEMORANDUM OF UNDERSTANDING

BETWEEN

*WOODSIDE FIRE PROTECTION
DISTRICT*

AND

*WOODSIDE FIRE PROTECTION
DISTRICT CHIEF OFFICERS*



JANUARY 1, 2026 - DECEMBER 31, 2028

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SECTION 1 - RECOGNITION

This Memorandum of Understanding is entered into between representatives of the Woodside Fire Protection District (hereinafter referred to as "Employer") and Woodside Fire Protection District Chief Officers.

This Memorandum of Understanding is entered into pursuant to the Meyers-Milias-Brown Act (Government Code Section 3500, et seq.), and has been jointly prepared by the parties, and supersedes and replaces all prior Memorandum of Understanding executed heretofore.

Except to the extent modified by this Memorandum, all other wages, hours, and conditions of employment shall remain unchanged for the term hereof, unless mutually agreed otherwise by the parties.

The term of this agreement shall be from January 1st, 2026, thru December 31st, 2028.

"Employees" means all workers covered by this Agreement, whether male or female, and the use of masculine pronouns or other masculine terms shall include the feminine.

The Employer has recognized the Chief Officers as the exclusive bargaining agent for all permanent and probationary employees within the bargaining unit in the classification of Deputy Fire Chief, Fire Marshal, Deputy Fire Marshal, EMS Chief, Administrative Battalion Chief, and Shift Battalion Chiefs.

Section 1.1 - Chief Officer Recognition

The Chief Officers will be recognized as the bargaining agent for all employees in the bargaining unit.

Section 1.1.2 - Chief Officer Positions

Deputy Fire Chief, Fire Marshal, Deputy Fire Marshal, EMS Chief, Administrative Battalion Chief, and Shift Battalion Chiefs.

Section 1.2 - Employer Recognition

The Fire Chief, or any person or organization authorized by the Employer, is the representative in employer-employee relations.

Section 1.3 - Exempt Chief Officers

The Deputy Fire Chief and Fire Marshal shall be recognized as Exempt Employees.

SECTION 2 - CHIEF OFFICER SECURITY

Section 2.1 - Payroll Deductions

All changes to payroll deduction that otherwise could not be performed through the individuals ADP portal will be made by the Employee, via written communication with the Employer's designated representative. Unless otherwise specified, for the duration of this MOU, the designated representative is the Finance Manager.

The following payroll deductions are allowed:

- Credit Union
- Medical premium
- Union dues
- Association dues
- Retirement
- State & Federal Tax
- Any other deductions required by law
- Deferred compensation
- Engine Company 35 dues
- House Fund dues
- CSFA dues
- LTC dues
- Burn Foundation
- MDA
- Any Deductions approved by the Fire Chief

Section 2.2 - Advance Notice

Except in case of emergency, the Chief Officers, if affected, shall be given notice of any resolution, rule or regulation directly relating to matters for which there is an obligation to meet and confer, proposed to be adopted by the Governing Body or the Employer and shall be given the opportunity to meet with the employer representative prior to its adoption. An emergency, in this instance shall be defined as an action detrimental to life or property.

Section 2.3 - Access to Work Locations

The Chief Officers shall be assigned an office or workspace that can accommodate the daily functions and reference materials of the Chief Officers. The Chief Officers will have use of the District's computer(s), will be assigned an email address, and will have reasonable access to the District's computer network. i.e. (VPN)

SECTION 3 -DISCRIMINATION/EEO

Section 3.1 - Discrimination

There shall be no discrimination because of race, creed, color, national origin, age, sex, ancestry, sexual orientation, Chief Officer activities or lack thereof, or because of an individual's physical handicap (unless that handicap prevents the person from meeting the minimum standards established for the relevant classification).

Woodside Fire Protection District provides equal employment opportunities to all employees and applicants for employment. It prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

Harassment includes, but is not limited to, offensive remarks, jokes, slurs, visual displays, physical conduct, or any other behavior that creates an intimidating, hostile, or offensive work environment.

This policy applies to all employees and applicants, as well as contractors, interns, volunteers, and any others conducting business with or on behalf of Woodside Fire Protection District. It applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

This policy prohibits all forms of harassment and retaliation for reporting or participating in EEO-related investigations or complaints. Any employee who violates this policy may be subject to disciplinary action up to and including termination.

Woodside Fire Protection District encourages employees to report all incidents of harassment to a member of the Command Staff, and/or HR department. All reports are treated seriously, handled confidentially to the extent possible, and investigated promptly and fairly. When necessary, corrective action will be taken to stop the conduct and prevent its recurrence.

All Command Staff members are expected to model inclusive behavior, promptly address inappropriate conduct, and report concerns to HR. They are instrumental in ensuring that the work environment remains free of discrimination and harassment.

Section 3.2 - Americans with Disabilities Act

The Employer and the Union agree to abide by the provisions of the Americans with Disabilities Act (ADA). Should the Employer need to change any current practice or policy to comply with the provisions of the ADA, the Employer shall provide the Chief Officers with advance notification per section 2.2 of the MOU. Such notification shall be accompanied by appropriate legal memoranda and supporting legal documentation stating the basis necessitating the change.

SECTION 4 - COMPENSATORY TIME OFF

Section 4.1 - Compensatory Time Program

Effective January 1, 2020, the Employer will continue a Compensatory Time program available to all Chief Officers not assigned a 56-hour shift. This program may also be referred to as "Comp Time" or "Comp Time Off" (CT or CTO)

Section 4.2 - Compensatory Time Bank

Available hours are to be tracked and managed through Telestaff. This is to be referred to as an employee's "Comp Bank".

Available time in an employee's Comp Bank will not carry over from year to year. Upon the retirement of an employee, any time remaining in their Comp Bank will be paid out to the employee as required by law.

Section 4.3 - Compensatory Time Accrual

Employees can earn comp time, at their discretion, through any qualifying non-regularly scheduled hours, at a rate of 1 hour worked to 1.5 hours of comp time earned. This is to be in lieu of OT payment.

If an employee would like to accrue Comp Time from any qualifying non regularly scheduled hours, then it is the responsibility of the employee to email their supervisor their Comp Time request.

Section 4.4 - Compensatory Time Usage

Comp Time is to be utilized in the same fashion and under the same staffing rules as Vacation usage.

See Telestaff Procedural Manual for further information.

SECTION 5 - PROBATION

Section 5.1 - Objective

The probationary period is an integral part of the examination process. It is utilized for closely observing the employee's work, for securing the most effective adjustment of a new Chief Officer to his or her position, and for rejecting any probationary Chief Officer whose performance does not meet the required work expectations.

All original and probationary appointments made with employees of the Chief Officer bargaining unit shall be subject to a probationary period of one (1) year. If the member has been serving continuously in the position at the interim level, the time they have already served will be counted towards their probationary period.

Section 5.2 - Extension of Probationary Period

A probationary period shall be lengthened by an amount of time corresponding to an employee's approved leave(s) of absence in excess of thirty (30) consecutive calendar days during the probationary period.

Section 5.3 - Regular Appointment

At the end of the probationary period, if the Fire Chief desires to make a regular appointment of the probationary Chief Officer, he or she will file with the Human Resources Manager a written statement to the effect that the Chief Officer's services are satisfactory. If the employee's services are not satisfactory, the Fire Chief shall file a written statement rejecting the probationer.

Section 5.4 - Rejection of Probationer

During the probationary period, the probationary Chief Officer may be rejected by the Fire Chief and demoted by the appointing authority without the right of review of any kind. Any employee rejected during the probationary period following promotion shall be reinstated to the position from which he or she was promoted unless disciplinary charges are filed and he or she is duly discharged.

SECTION 6 - SALARIES

Section 6.1 - Compensation Plan

Effective January 1st, of each year, the monthly salary range for each classification shall be as follows:

The hourly rate of pay shall be calculated by multiplying the appropriate monthly rate by twelve (12) and dividing that total by 2080 for forty (40) hour workweek employees or dividing the total by 2912 for fifty- six (56) hour workweek employees. The rates of pay set forth herein represent, for each classification, the standard rate of pay for full-time employment, and represent the compensation due employees, except for overtime compensation and other benefits specifically provided for by the Employer, unless specifically indicated otherwise in the schedule.

See the salary schedule listed in Appendix A.

Section 6.2 - Department Vehicle

The Chief Officers will be assigned a vehicle by the Department at the Fire Chief's discretion. This will be for the Deputy Fire Chief, Fire Marshal, Deputy Fire Marshal, and EMS Chief.

Section 6.3 - Salary Advancement

No Salary advancement shall be made to exceed the maximum rate established in the WFPD Pay Scale for the employee's classification. Advancements shall be automatic.

Section 6.4 - Anniversary Changes

Permanent and probationary employees serving in regular positions shall be advanced to the next higher salary step for their respective classification after completion of one (1) year of full-time satisfactory service in each of the salary steps until the top of the range for the classification is reached.

Changes in an employee's salary because of promotion or demotion establish a new salary anniversary date for that employee.

A demoted employee's rate of pay shall not be set at a lower rate than he would have received had he remained in the lower class.

Section 6.5 - Senior Firefighter Pay

The following will be the requirements to be fulfilled to qualify for the Senior Firefighter pay, in the form of a salary step increase of 2.5% on the first pay period following the employees twentieth anniversary of date of hire. This salary increase is available to all members of the bargaining unit if they meet the following qualifications:

Completion of 20 years as a paid professional firefighter employed by The Woodside Fire Protection District.

All Employees hired before January 1st, 2017, will be grandfathered into the old agreement, as defined below:

Completion of 20 years as a paid professional firefighter with at least 10 of those completed years employed by the Woodside Fire Protection District.

Section 6.6 – Pay Differential

The following classifications shall be internally aligned and shall maintain their minimum step differential to subordinate and/or benchmark classifications as indicated throughout the term of the

agreement.

The following verbiage under titles, “Deputy Fire Chief,” “Battalion Chief (56hr)” and “Deputy Fire Marshal” regarding pay differential structure is included in this MOU for reference only and shall remain as frozen language throughout the duration of the MOU. This language shall have no effect on salary determinations or adjustments during the term of the MOU and shall be re-evaluated during the next negotiation cycle.

Deputy Fire Chief

The base monthly salary step for Deputy Fire Chief shall be set at ten percent (10%) above the top base monthly salary step for Battalion Chief.

Battalion Chief (56hr)

The bottom base monthly salary step for Battalion Chief shall be set at twenty-six (26%) above the top base monthly salary step for Fire Captain Paramedic.

Fire Marshal, EMS Chief, & Administrative Battalion Chief (40hr)

The base monthly salary shall be equivalent to the same step Battalion Chief (56-hour schedule).

Deputy Fire Marshal

The top base monthly salary step for Deputy Fire Marshal shall be set at eleven percent (11%) below the bottom base monthly salary step for Fire Marshal.

Section 6.7 - Paydays

Payday shall be at least twice monthly. If this day falls on a weekend or holiday, payday will be the preceding workday.

Payroll periods are calculated from the 1st through the 15th, and from the 16th through the 30th or 31st of every month.

Overtime Payroll periods are calculated from the 6th through the 20th, and from the 21st through the 5th of every month.

Section 6.8 - Confidentiality of Paychecks

The Employer will institute paycheck distribution procedures, which will result in confidentiality (i.e., sealed envelopes for those employees not on duty or present to receive their check). All employees shall transition to fully electronic payments by January 1st, 2027.

Section 6.9 – Salary Increase

Effective the first full pay period in January 2026, every Chief Officer shall receive a six percent (6%) cost of living adjustment.

Effective the first full pay period in January 2027, every Chief Officer shall receive a five percent (5%) cost of living adjustment.

Effective the first full pay period in January 2028, every Chief Officer shall receive a five percent (5%) cost of living adjustment.

SECTION 7-DAYS & HOURS OF WORK

Section 7.1 - Work Schedule

The regular work schedule for the Deputy Fire Chief, Fire Marshal, EMS Chief, Administrative Battalion Chief, and Deputy Fire Marshal is forty (40) hours a week. With the approval of the Fire Chief, this requirement may be amended. Requests for flexible work hours will be granted when they can be accommodated within the District's needs, staff requirements, and are approved by the Fire Chief.

The three shift Battalion Chiefs shall work a 56-hour shift schedule on their assigned shifts (A, B, or C). The work schedule shall consist of two (2) twenty-four (24) hour on-duty periods within a six (6) day cycle to be worked in accordance with the following chart:

X = 24 hour on-duty period 0 = 24 hour off-duty period

XX:0000

Section 7.2 - Starting Time

The regular starting time for shift Battalion Chiefs scheduled for a fifty-six (56) hour workweek shall be 8:00 a.m. For all approved work performed prior to such regular starting time, or after such quitting times, overtime shall be paid.

Section 7.3 - Exchange of On-Duty Time (Trades)

The entire exchange, including payback, shall be handled between the employees. In no event shall overtime pay be granted for hours worked beyond the fifty-six (56) hour duty cycle because of an exchange of on-duty time.

Section 7.4 - Shift Trade Standards

A shift trade, for purposes of definition, shall mean a twenty-four-hour (24) exchange of on-duty time or any part thereof.

The trading of shifts is a privilege for employees, and the ability to trade is based on acceptable job performance. Abuse or misuse of the intent of the trading privilege, or poor job performance, may result in revocation of the privilege. Shift trades are not to affect staffing levels under any circumstances. This is an agreement between members only.

SECTION 8 - COMPENSATION

Section 8.1 - Overtime

56-hour work week scheduled Chief Officers-Overtime is authorized time worked beyond the regular scheduled workweek in Section

7.1 Overtime shall be compensated at one and one-half (1.5) times the employee's regular rate of pay. Emergency callback or holdover time for less than a full shift shall be compensated at one and one-half (1.5) times the employee's hourly rate of pay. Compensation shall be made in fifteen (15) minute increments.

40-hour work week Chief Officers-Overtime is authorized time worked beyond the regular scheduled workweek in Section 7.1. Overtime shall be compensated at the 56-hour Battalion Chief overtime rate of pay at the equivalent step. Emergency callback or holdover time for less than a full shift shall be compensated at one and one-half (1.5) times the employee's hourly rate of pay. Compensation shall be made in fifteen (15) minute increments. Exempt Chief Officers will not be eligible to receive overtime compensation. The exception to this will be the Fire Marshal, in the specific instance where they are called in to an after-hours fire investigation. Exempt employees working authorized overtime by the fire chief to be paid at 1.5 times their rate at a 56-hour work week rate. Include Deputy Fire Marshal.

See Appendix A

Section 8.2 - Court Pay

Any 56-hour work week scheduled Chief Officer who is required to attend as a witness or otherwise any court or tribunal on a normally scheduled day off in connection with a matter regarding an event or transaction which has been perceived or investigated in the course of normal duty, shall be paid at their regular rate if on duty and one and one half times their regular rate if off duty in addition to reasonable traveling expenses incurred by person attending said court or tribunal.

Any 40-hour work week scheduled Chief Officer who is required to attend as a witness or otherwise any court or tribunal on a normally scheduled day off in connection with a matter regarding an event or transaction which has been perceived or investigated in the course of regular duty, Overtime shall be compensated at 56-hour Battalion Chief overtime rate of pay at equivalent step in addition to reasonable traveling expenses incurred by person attending said court or tribunal. Chief officers who are exempt will be able to accrue comp time at a rate of one- and one-half hours in lieu of overtime compensation.

The proper dress code when representing the District in court will be professional - either full class B uniform, or business attire, pending Fire Chief approval.

Section 8.3 - Out of Classification Pay

Whenever a Chief Officer is assigned the regular duties of a higher-paid classification, they shall be paid the rate of pay applicable in the event of a permanent promotion.

An employee working in a higher-rated classification will receive the pay for the first and subsequent hours of work.

The amount of compensation is based on the hourly rate of the first step of the higher-paid classification, minus the hourly rate of the top step (not including senior pay) of the classification the employee normally works. (See Appendix A - Acting OT rates). For exempt members, comp time rates will apply.

Section 8.4 - Emergency Callback Pay

If an employee is called back to work to respond to an emergency (or assisting the District with emergency operations), they shall be compensated for such work performed outside of the regular duty shift at the overtime rate. The employee's callback pay shall begin upon confirming the call to respond to the station (this is the confirmation call to report, not the initial page out time). Personal time needing to be completed before responding to work shall not be counted as compensatory time. In no event shall the employee receive less than two (2) hours of overtime compensation for each such callback. Pay will be in quarter-hour (15-minute) increments after the first two (2) hours. In this Section, see section 8.1 for overtime pay rates. Exempt employees will receive a minimum of two hours of comp time at a rate of one and one-half hours in lieu of overtime.

Section 8.4.1 - Examples of Emergency Callbacks

- Natural Disasters
- Greater Alarm Incidents
- Fire Investigations
- Strike Team Deployments
- EOC Activation
- Fire Weather Staffing
- Winter Weather Staffing
- Any other reason as approved by the Fire Chief

Section 8.5 - Holiday Pay for Fifty-Six (56) Hour Workweek Employees

Following Government Code Section 7522.34 and 7522.04(f), the following provision will be reported to CalPERS as reportable compensation for all members covered by this agreement (Classic and PEPRA). Employees who work the fifty-six (56) hour workweek schedules shall be paid for the following holidays at a rate of six percent (6%) of their monthly salaries.

Section 8.6 - Holiday Pay for Forty (40) Hour Workweek Employees

Following Government Code Section 7522.34 and 7522.04(f), the following provision will be reported to CalPERS as reportable compensation for all members covered by this agreement (Classic and PEPRA). Employees who work a 40-hour work week will receive 112 hours of Holiday pay. The following holidays are observed for 40-hour week employees. These holidays may be taken at their scheduled dates or may be used later as a floating holiday. Any listed observed holiday may be worked with prior approval from the Fire Chief or his designee. Upon separation of employment from the District, unused holidays from current or previous years will not be paid.

1. New Year's Day
 2. Lincoln's Birthday
 3. Washington's Birthday
 4. Memorial Day
 5. 4th of July
 6. Labor Day
 7. Admission Day
 8. Columbus Day
 9. Veterans Day
 10. Thanksgiving Day
 11. Christmas Day
 12. Martin Luther King Day
- 2 Floating Holidays

SECTION 9 - MAINTENANCE OF SKILLS FOR PARAMEDIC AND EMT

Section 9.1 - Maintenance of Skills for Paramedic

All Chief Officers, if applicable, are required to maintain all relevant certifications and licenses required for the classification of paramedic. Failure to obtain and/or maintain their licenses in a timely manner may result in either termination of their paramedic classification or employment.

Woodside Fire Protection District will reimburse the necessary dollar amount for the cost of paramedic recertification.

Section 9.2 - Maintenance of Skills for EMT

All Chief Officers, if applicable, are required to maintain all applicable certifications and licenses required for the classification of EMT. Failure to obtain and/or maintain their licenses in a timely manner may result in either termination of their EMT classification or employment.

Woodside Fire Protection District will reimburse the necessary dollar amount for the cost of EMT recertification.

SECTION 10 - VACATION

Section 10.1 - Vacation

An employee must complete their first year before vacation leave may be taken.

56-Hour Week Employee

Beginning of one (1) year	- 144 hours/6hrs per pay period
Beginning the sixth (6) year	- 192 hours/8hrs per pay period
Beginning the eleventh (11) year	- 264 hours/11hrs per pay period
Beginning the sixteenth (16) year	- 312 hours/13hrs per pay period
Beginning the twenty-first (21) year	- 360 hours/15hrs per pay period
Beginning the twenty-sixth (26) year	- 408 hours/17hrs per pay period

40-Hour Week Employee

Beginning of one (1) year	- 136 hours/5.67hrs per pay period
Beginning the sixth (6) year	- 176 hours/7.34hrs per pay period
Beginning the eleventh (11) year	- 216 hours/9hrs per pay period
Beginning the sixteenth (16) year	- 248 hours/10.34hrs per pay period
Beginning the twenty-first (21) year	- 280 hours/11.67hrs per pay period
Beginning the twenty-sixth (26) year	- 312 hours/13hrs per pay period

Although all vacation hours are front-loaded in Telestaff, you earn those hours if you are on the payroll. The calculations on earned hours per payroll are listed above.

Unused vacation can be carried over from year to year up to a maximum of 624 hours in total. You can cash out vacation hours over 624 hours at the end of the calendar year, to be paid in your December 31st payroll.

Section 10.2 - Payment for Unused Accrued Vacation Leave upon Termination of Employment

If the employment by the District of any full-time employee should cease, they shall be given, at the time of such separation, full pay for any vacation leave that they may have accrued to a maximum of 624 hours.

An employee, who has been properly suspended from duty (whether with pay or without pay) in accordance with all provisions of the Memorandum of Understanding and applicable state law, shall not accrue sick leave or vacation during the suspension from duty.

Section 10.3 - Payment for Annual Unused Vacation Leave

WFPD will allow all WFPD employees to accrue up to 624 hours of vacation time. All WFPD employees will be required to take at least half of their yearly accrued vacation for that year, not including 1st year employees. As of December 31st of that year, all remaining vacation hours above the accrual limit will be paid to the employee at straight time. The Fire Chief may grant exceptions to this rule. All requests for an exception to this rule must be made in writing to the Fire Chief.

Section 10.4 - Vacation Usage

Chief Officers may use vacation in any time increment

SECTION 11 – SICK LEAVE

Section 11.1 - Accrual of Sick Leave

56-hour Chief Officers shall accrue sick leave credit at the rate of fourteen (14) hours per month, or one hundred sixty-eight (168) hours per year.

40-hour Chief Officers shall accrue sick leave at the rate of eight (8.67) hours per month, or one hundred and four (104) hours per year.

Unused sick leave may be accrued without limit.

An employee, who is off duty due to injury or illness, shall not accrue sick leave for days not paid; however, sick leave shall accrue during an absence, which is the result of occupational disability resulting from District service.

If accrued sick leave is totally used, members shall draw no further pay from the District; however, the Board of Directors may authorize a leave of absence without pay when they deem such action appropriate and in the best interest of the department. There shall be no arbitrary or discriminatory refusal of leave if the employee is seriously ill.

An employee, who has appropriately been suspended from duty in accordance with all provisions of the Memorandum of Understanding and applicable state law, shall not accrue sick leave during the suspension from duty.

Upon termination of an employee with the District, all rights, benefits, and sick leave accrual shall cease to accumulate or continue in force.

An employee, who has been properly suspended from duty (whether with pay or without pay) in accordance with all provisions of the Memorandum of Understanding and applicable state law, shall not accrue sick leave or vacation during the suspension from duty.

Section 11.2 - Sick Leave Usage

Sick leave shall not be considered a privilege that an employee may use at their discretion but shall be allowed only in cases of necessity and actual sickness, including necessary physician appointments or disability. Sick leave may be used for illnesses of the employee or immediate family.

During any period of sick leave, no employee shall apply themselves whatsoever to any outside employment without permission from the chief of the department.

An employee shall not be allowed to work overtime while on sick leave. If an employee chooses to work during that timeframe, their pay code will be adjusted back to what it was before the sick leave notification.

Employees on job-connected disability shall not be charged for sick leave.

For absences of more than five (5) consecutive calendar days for non-shift employees and four (4) consecutive shifts for shift employees, or after taking eight (8) sick days in any calendar year, the employee must file with the Fire Chief, or his designee, a statement by a person licensed to practice medicine or dentistry that said employee was under a doctor's care while absent, unless waived by the Fire Chief. When an employee returns to work after any absence chargeable to sick leave or as a

result of an industrial injury or illness, the District may require a statement from the attending doctor that the employee is in fit physical condition to perform all the duties of their position. In addition, the employee may be required to undergo a medical examination at the District's expense, to be performed by a doctor designated by the District.

Sick leave for shift and non-shift employees shall be charged against the accrued sick leave on an actual time basis.

Section 11.3 - Sick Leave at Separation

Employees whose District service is separated because of retirement through the State of California Public Employees Retirement System (PERS) shall be eligible for payment up to 6 months, provided the employee has sufficient hours accrued.

Section 11.4 - Sick Leave Buy-Back

Refer to the Sick Leave buyback policy.

Section 11.5 - Notification Requirements

The employee or their designee will make an entry into Telestaff when they are sick. Employee will then notify their supervisor or, if unavailable, the shift Battalion Chief by 7 AM of the duty day.

Employee reporting sick shall report the type of illness or injury and the possible duration of absence.

Section 11.6 - Visitation

The Supervisor will accompany the employee injured on the job to the department's designated medical facility to ensure the employee's safety and well-being.

Individual or family assistance will be provided by a Chief Officer or their designated choice to an employee on extended sick or disability leave if requested or required.

Section 11.7 - Responsibility

It shall be the employee's responsibility to report sick or disability leave properly.

It shall be the direct supervisor's responsibility to see that all report forms are correctly completed.

SECTION 12 - LEAVES OF ABSENCE

Section 12.1 - Workers' Compensation Leave

Industrial accident leave (Workers Compensation or WC) means the absence from duty of an employee because of work-incurred illness or bodily injury when such absence has been accepted for coverage under the provisions of the Workers' Compensation laws of the State of California, and such leave shall not be deducted from the employee's sick leave balance.

As a condition of receiving pay under this rule, the employee shall be required to assign or endorse to the Employer any temporary disability compensation received because of the Workers' Compensation insurance program during such period of pay by the Employer.

Employees shall only be entitled to receive such pay differential for a maximum period of one (1) year; provided, however, that earned vacation, and sick leave may be used beyond this one (1) year period to make up said pay differential.

All employees who are on Workers' Compensation Leave will follow and adhere to the Return-to-Work Policy of the Woodside Fire Protection District.

Section 12.2 - Jury Duty

Each full-time employee who is required to take time off from duty to serve as a juror in any court of this State, or of the United States of America, shall receive their regular base compensation less all jury fees received, excluding mileage. Each employee receiving a notice to report for jury service shall immediately notify their immediate supervisor.

Section 12.3 - Extended Leave without Pay

The Board of Directors may authorize a leave of absence without pay to any member when they deem it appropriate and in the best interests of the department; however, such leave shall not exceed six months from date of approval. If a leave of absence without pay is granted, there shall be no accrual of sick leave or any other benefits during such period. Health benefits will be covered by the district for the first 30 days, then will not be covered for the remainder of the leave.

Section 12.4 - Pregnancy Leave

The Employer will follow all Federal or State Law regarding pregnancy disability coverage and the California Family Rights Act (CFRA).

An employee who is pregnant shall report her condition immediately after diagnosis is made to an on-duty B/C. If a physician has not certified the diagnosis, the employee has 30 days to provide the department with a medical diagnosis. In the interim, the employee shall be placed on light duty.

In the instance that the pregnancy is confirmed, the department considers the employee to be unable to perform regular duty. With this, the employee has several options:

The employee has the option to consult her private physician to retain full duty status. Once the employee notifies the department of her pregnancy, she shall be responsible for providing the department with a signed work status report. The report will state the physician's recommendation for the employee's work status.

The employee may work light duty if her attending physician determines light duty to be appropriate. If this option is chosen, the employee will need to have her physician fill out a work status report. It is the employee's responsibility to ensure that the work status report is completed by the physician and returned promptly to her shift B/C.

The employee may use earned sick leave if her physician certifies that she is unable to

perform her regular work The employee may use earned vacation leave.

The employee may take a leave of absence. The Fire Chief, upon written request of a full-time employee, may grant a leave of absence without pay for a maximum period of one year.

Whenever granted, such leave shall be in writing and signed by the Fire Chief. Following California Pregnancy Disability Leave (PDL), eligible employees may receive up to four months of unpaid leave when they are disabled due to pregnancy, childbirth, or a related medical condition.

Leave taken for pregnancy disability does not have to be taken at one time. Leave can be taken before or after birth or at any period of time the woman is physically unable to work because of the pregnancy or pregnancy-related condition. Periods of leave may be totaled in computing the four months of leave.

The employee may use earned sick leave if her physician certifies that she is unable to perform her regular work

During light duty, the employee may take vacation time or sick leave for any doctor's appointments.

Employees will not lose seniority due to pregnancy-related leave or light-duty assignment. This would not apply to unpaid leave.

Employees eligible to take a promotional exam will be allowed to participate in the examination process, provided the employee's physician certifies in writing that the employee is physically capable of participating in the exam process. The department will not be responsible for conducting any additional exams to accommodate employees who are unable to participate in the process.

Probationary employees shall fulfill all probationary obligations upon returning to regular duty.

During pregnancy, uniforms shall be worn until fit or comfort precludes such, at which time appropriate civilian attire will be allowed.

Full health benefits shall be maintained for the employee during the course of pregnancy, so long as the employee is on light duty or paid leave. The department will pay for health benefits for employees who choose to take a leave of absence for 30 days following the commencement of the leave. Thereafter, the employee may continue coverage at her own expense if she so desires.

Employees will not be required to use sick leave or vacation if they are willing and able to work a light-duty assignment.

Other disabilities caused or contributed to by a pregnancy, miscarriage, or abortion will be treated as a pregnancy-related condition.

Employees shall return to active duty upon receipt of a status report that indicates that the employee is physically able to resume normal duty status.

Woodside Fire will provide a reasonable amount of break time to accommodate an employee's need to express breast milk for the employee's infant child. The District will make a reasonable effort to provide the employee with the use of a room or other location near the employee's work area for the employee to express milk in private. Such space will meet the requirements of the California Labor Code, including a surface to place a breast pump and personal items, a place to sit, access to electricity, a sink with running

water, and a refrigerator for storing breast milk.

Section 12.5 - Maternity/Paternity Leave (MPL)

Upon the birth or adoption, of a child less than 1 year of age, employees are to receive (5) 24hr shifts of Paid Time Off (PTO) for Maternity/Paternity leave, to be used during the first (5) 24hr shifts of the employee's assigned platoon or immediately upon return from Pregnancy Leave. The MPL PTO will be considered as 'use it or lose it' and will not be carried over or extended past the first (5) 24hr shifts.

Employees may be allowed to return to work prior to the full usage of the MPL PTO. Any remaining MPL not used due to a return to work will be considered forfeited.

While on MPL, employees will not be allowed to work Overtime (OT), Shift Trade Working (TRD+), or OT Mando Cover (OTMC). Any employee who chooses to work in any of the aforementioned capacities will forfeit the remainder of their MPL.

Upon returning to work, employees will submit either a valid Birth Certificate or a U.S. Hague Adoption Certificate/Custody Declaration within 90 business days. Failure to submit the appropriate documentation will result in disciplinary actions as well as the equivalent loss of vacation shifts as MPL shifts used. If an employee is unable to cover the days with accrued vacation shifts, the required vacation shifts will be deducted from future vacation accrual.

Section 12.6 - Bereavement Leave (BL)

The Fire Chief shall have the discretionary power to authorize a bereavement leave for such time as is necessary for the employee to resolve his immediate situation. All BL requests shall be made via notification to the On-Duty BC.

In any event, it shall not extend beyond 30 calendar days following death. In such instances, the employee shall not be charged with sick leave or any loss of pay, up to a maximum of 48 hours for suppression chief officers, 40 hours for Administrative Chief Officers. If the employee requires additional time, the Fire Chief may grant it, but the time off shall be charged against the employee's accrued sick leave or vacation time.

Immediate Family is defined as: spouse, parents, stepparents, spouse's parents, grandparents, spouse's grandparents, sister, brother, sister-in-law, brother-in-law, son, daughter, stepchildren, domestic partner, Niece, or Nephew.

Section 12.7 - Annual Military Leave

The Employer will provide military training leave to employees who are obliged by their participation in State or National military reserve units to attend annual training tours. A District employee is entitled to a paid military leave for up to two (2) weeks each year for the purpose of Active military training (encampment, naval cruises, special exercises or like activities). A district employee is not entitled to paid military leave for weekend drills that conflict with regularly scheduled workdays. Each employee is required to report for such military service shall, no later than 30 days prior to the date of departure, notify the immediate supervisor in writing.

Annual military leave will not be charged to an employee's vacation leave.

Section 12.8 - Family or Medical Leave

Woodside Fire Protection District will recognize the need for leave of eligible employees following the (Family & Medical Leave Act) and CRFA (California Family Rights Act) to care for an

immediate family member or for the employee's own serious health condition, which makes the employee unable to perform the functions of their position. Woodside Fire Protection District will comply with all guidelines as outlined in the federal and state policies.

Section 12.9 - Administrative Leave

All suppression Chief Officers shall be granted up to one hundred and twenty (120) hours of leave time each year. 40-hour-a-week Chief Officers will be front-loaded 40 hours of AL and on a semi-annual basis submit a report to the Fire Chief or designee, supporting activities qualifying for earned AL. Any AL that is taken as time off that has not been earned shall be converted to used vacation time at the end of the year. The intent of AL is to provide paid time off for the Chief Officers for time spent conducting official duties or business, beyond their regular work schedule.

SECTION 13 - HEALTH & WELFARE

Section 13.1 - Medical Insurance

The Woodside Fire Protection District is a local agency contracting under the Public Employees' Medical and Hospital Care Act.

The Employer's contribution for each employee or annuitant shall be the entire amount necessary to pay an employee's or annuitant's Kaiser Family Bay Area premium only, or if the employee or annuitant has a dependent, then pays the employee or annuitant and two or more dependents' premiums, whichever is applicable, plus major medical for the same.

Effective 1/1/2026, the Employer agrees to pay 100% of Kaiser Family Bay Area.

Effective 1/1/2027, the Employer agrees to pay 100% of Kaiser Family Bay Area.

Effective 1/1/2028, the Employer agrees to pay 100% of Kaiser Family Bay Area.

The Woodside Fire Protection District's contribution shall be periodically adjusted, when necessary, to maintain the cost of any increase/decrease of said plan.

Section 13.2 - Dental Insurance

The Employer will provide to all employees at no cost, a dental plan for the employee and their dependents. Policy in the employee benefit package per contract. Any changes to the dental provider shall require both the employer and the employee to meet and confer.

Section 13.3 - Long-term Disability Insurance

The Employer will provide to all employees at no cost, a long-term disability insurance plan for the employee and their dependents.

Policy in the employee benefit package per contract. Any changes to the insurance provider shall require both the employer and the employee to meet and confer.

Section 13.4 - Deferred Compensation

The Employer offers participation in deferred compensation programs. These programs are subject to change, and any changes will be submitted to all members in writing.

Section 13.5 - Inoculations

The Employer will provide tuberculosis screening, pulmonary physicals, and hepatitis B inoculations.

Section 13.6 - Vision Plan

The Employer will provide to all employees, at no cost, a vision plan for the employee and their dependents. The plan will be through V.S.P. (Vision Service Plan). Any changes to the insurance

Section 13.7 - Employee Assistance Plan

The Employer will provide, at no cost to the employee, a resource to offer a private, direct connection to experienced professionals trained to help find solutions through an Employee Assistance Plan (EAP). The vendor is subject to change, and any changes will be submitted to all members in writing. Any changes to the insurance provider shall require both the employer and the employee to meet and confer.

provider shall require both the employer and the employee to meet and confer.

Section 13.8 - Domestic Partner Benefits

The Employer will recognize and grant Domestic Partner benefits, as per CalPERS guidelines.

SECTION 14 - UNIFORMS

Section 14.1 - Uniform Allowance

All classifications represented by the bargaining unit shall be paid an annual uniform allowance of one thousand dollars (\$1,000). This allowance is reportable compensation for all Pers Classic members. Starting July 1, 2026, the district will pay a uniform allowance monthly at a rate of \$83.33 per month (on the 30th or 31st payroll)

See Uniform Policy for further information.

Probationary employees, who, after obtaining permanent employment, shall be in possession of a Class A Uniform within six (6) months.

Section 14.2 - Union Pins and Emblems

Pins and emblems denoting affiliation with the International Association of Firefighters, Federated Fire Fighters of California, or San Mateo County Fire Fighters Local 2400 may be displayed at the discretion of the member. The Fire Chief may authorize the display of further pins and emblems.

Section 14.3 - Grooming Standards

Each member of this department must maintain a high standard of dress and personal appearance to accomplish the objectives of individual safety, neatness, cleanliness, and acceptable public image. It is the responsibility of each member to be appropriately groomed while on duty.

See Grooming Policy for further information.

Supervisors shall be directly responsible for the enforcement of this grooming standard. A supervisor who does not take the necessary actions to correct an employee's deficiencies will be subject to administrative actions.

Section 14.4 - Jewelry

Employees are not allowed to wear any type of jewelry on their face, head, or ears while on duty.

SECTION 15 - REIMBURSEMENT

Section 15.1 - Educational Reimbursement

Reimbursement is for course fees, including texts and materials, backfill coverage, lodging, meals, and transportation. Travel and housing will need prior arrangements and approval from the Fire Chief or his designee. See Education Reimbursement Policy for further details.

Reimbursement will be made only on successful completion of courses. If an employee does not receive a certificate for an SFM course, they will not be reimbursed for that course.

Employees will be required to pay for courses, then upon successful completion of the course, they will be reimbursed.

Conventions and Workshops will need prior approval of the Fire Chief or his designee for reimbursement.

Please refer to the Education Reimbursement Policy, as each employee will be given a maximum \$4000 allowance to use on a fiscal year basis.

Forty-hour Administrative Chief Officers shall have their funding removed from their perspective budgets.

Section 15.2 - Reimbursable Courses - Fire/Rescue

The tuition for the following classes is to be paid for solely by WFPD:

Chief Officers

SFM Fire Officer Certification Courses

SFM Chief Officer Certification Courses

SFM Fire Marshal Certification Courses

SFM ICS and Strike Team Leader Courses.

Other SFM Level Two courses with prior approval of the Fire Chief, or his designee.

Special seminars, courses, and fire science classes with prior approval of the Fire Chief, or his designee.

HAZMAT

Haz Mat First Responder and annual requirements will be provided by the Employer.

Those wishing to attend special Haz Mat courses or seminars will need prior approval of the Fire Chief or his designee.

Harassment

Harassment and Discrimination training will be provided by the Employer.

Section 15.3 - Reimbursable Courses - EMS

Chief Officers shall be compensated up to twenty-four (24) hours of overtime pay, per calendar year, as reimbursement for attending paramedic continuing education to maintain their EMT/paramedic license or attend other applicable EMS courses as approved by the EMS BC. CE must be attended off-duty. EMT/Paramedic reimbursement will only be made upon successful completion and proof of attendance in an approved class, on an hour-for-hour basis, based on the hours on the CE certificate.

SECTION 16 - PHYSICAL FITNESS

SECTION 16.1 – Physical Fitness for Line Personnel

The Woodside Fire Protection District's physical fitness program/time shall be mandatory for all line personnel. The physical fitness program shall be a one (1) hour minimum program to include: flexibility, strengthening, and cardiovascular, with scheduling left to the discretion of the Battalion Chief; however, whenever possible, it shall be scheduled between 8:00 a.m. and 5:00 p.m.

SECTION 16.2 – Physical Fitness for Non-Line Personnel

The Woodside Fire Protection District will provide each Non-Line Chief Officer with a quarterly reimbursement allowance of up to \$65.00 a month to support participation in physical fitness and wellness activities.

The amount is based on Cañada College's gym membership —This amount will remain effective throughout this duration of the MOU and will not exceed \$65.00 a month.

Employees may select qualifying fitness or wellness options that best meet their individual goals.

Maintaining an appropriate level of physical fitness is considered an essential job-related responsibility for all participants.

This will remain in effect until WFPD completes construction on the new Administration structure and provides an in-house option for physical fitness.

Eligible Reimbursable Expenses:

The following expenses qualify for reimbursement under this program:

1. Health Club Memberships – gym or fitness center memberships.
2. Fitness Classes

Procedure:

- Employees must submit receipts quarterly.
- Each submission must include:
 - Date of service
 - Proof of payment
 - Description of the eligible service or item.
- Human Resources or their appointee will review and verify submissions for compliance.

Qualified reimbursements will be made on a quarterly basis

SECTION 17 - LAYOFF

The Fire Chief, or his designee, shall advise employees of their layoff in writing, including the reasons for the layoff. The Fire Chief, or his designee, shall notify employees forty-five (45) calendar days before the date such layoff is to occur; except in financial situations outside the control of the District, such notice is not required. With regard to layoff, the least senior employee shall be the first to be laid off, and so on up the seniority list.

Regular employees who have been laid off shall be placed at the top of the appropriate recall list in order of total cumulative time served in regular status. The names shall remain for two (2) years unless the laid-off employees are reemployed by the District during this period or the laid-off employee declines reemployment when offered. For purposes of recall, the District shall send to the employees' last known address notice of recall by certified mail with return receipt. The employees shall have fifteen (15) days from the date of mailing to notify the District of their intentions. Failure to respond within the fifteen (15) day period shall result in the removal of the employee's name from the recall list and the loss of seniority. It is the responsibility of the employee to advise the District of their current address. This applies to members of the bargaining unit only.

SECTION 18 - RESIDENCE REQUIREMENTS

For the duration of this memorandum, there shall be no residence requirements.

SECTION 19 - RETIREMENT

Section 19.1 - PERS Retirement Formula

Section 19.1.1 - Safety Pension Group A: 3% at 50 Safety Retirement

The employer agrees to provide the Public Employees Retirement System 3% @ 50 retirement plan, highest year compensation, 1959 Survivor benefits, and age 50 Actuarial Discounted Retirement Allowances for Safety Members (Section 20952.5) at level 4, for Employees hired before January 1, 2012.

Section 19.1.2 - Safety Pension Group B: 3% at 55 Safety Retirement

The Employer agrees to provide Employees hired after January 1, 2012, with the PERS 3% @ 55 retirement plan. 1959 Survivor benefits.

Section 19.1.3 - Safety Pension Group C: 2.7% at 57" Safety Retirement

The Employer agrees that all Employees hired after January 1, 2013, will be provided the Safety PEPRA (Public Employees' Pension Reform Act of 2013) 2.7% @57 Retirement plan. 1959 Survivor benefits.

Section 19.2 - Retiree Benefits

Dental: Same coverage for retiree and spouse as full-time employee.

Coverage for retiree, spouse and dependents under the age of 26 will continue into retirement and benefits will remain the same as indicated in Section 13.2. Members who are separated from duties due to misconduct will not be eligible for continued benefits.

Vision: Same coverage for retiree and spouse as full-time employee.

Coverage for retiree, spouse and dependents under the age of 26 will continue into retirement and benefits will remain the same as indicated in Section 13.3. Members who are separated from duties due to misconduct will not be eligible for continued benefits.

Medical: Same coverage for retiree and spouse as full-time employee.

Coverage for retiree, spouse and dependents under the age of 26 will continue into retirement and benefits will remain the same as indicated in Section 13.4. Members who are separated from duties due to misconduct will not be eligible for continued benefits.

WFPD agrees to pay the balance over and above any cap on monthly medical that is agreed to in this MOU, to any employee who successfully retired prior to 1/1/2020.

Section 19.3 - PERS Member Contribution

Section 19.3.1 - All Employees in Pension Groups A and B described above will make the 12% PERS member contributions by payroll deduction.

Section 19.3.2 - All Employees in Pension Group C described above will pay the employee contribution required by PEPRA, subject to all provisions of that law.

Section 19.3.3 - When employees pay their PERS Member Contributions pursuant to sections 19.3.1 and 19.3.2 above, the Employer will provide for member contributions to be made as allowed under provisions of IRS Code Section 414(h)(2)

SECTION 20 - CHANGES OF INTERPRETATIONS

No change in this agreement or interpretations thereof will be recognized unless agreed to by the Employer and the Union. All other grievances may be finally settled at the department level by the methods outlined in the grievance procedure hereunder.

SECTION 21 - GRIEVANCE & APPEAL PROCEDURE

Section 21.1 - General Description

Definition: A grievance is an actual dispute or complaint by one or more affected employees regarding the interpretation of the terms and conditions contained in this agreement or the Woodside Fire Protection District (WFPD) Rules and Regulations as they apply to wages, hours, and conditions of employment.

- Time Limit: Grievances not resolved informally must be filed with the Fire Chief within ten (10) days of the incident or occurrence which prompted the grievance.
- Formal Presentation: The formal presentation of a grievance shall be written and shall state the circumstances over which the employee(s) is/are aggrieved, the Section(s) of the agreement that have been thought to be violated, and the remedy sought.
- Representation: The grievant shall have the right to be represented at all steps of the grievance procedure by a person or organization of his own choosing.
- Days: The time limits provided herein refer to calendar days.
- Waiver of Time Limits: The time limits provided herein may be waived by the mutual consent of the parties. Such waiver shall be reduced to writing and signed by the parties. The Department shall have no obligation to meet and /or discuss grievances that have not met the time limits set herein.

Section 21.2 - First Level

An employee who has a grievance shall first attempt to resolve the grievance (or complaint) through informal discussion with the Fire Chief.

If such an informal discussion does not result in a satisfactory resolution of the complaint, said complaint shall be reduced to writing in accordance with Section I above.

A meeting shall be scheduled within ten (10) days following submission of written grievances to the Fire Chief for the purpose of resolving the complaint. At such a meeting, the Fire Chief may have as his spokesman the Department's representative, while the employee may have his chosen representative. The parties will endeavor to resolve the issue(s) before them.

After this meeting, the Fire Chief shall have ten (10) days **in** which to formally (in writing) answer the grievance. Any settlement reached after presentation of a written grievance shall be reduced to writing and signed by the parties.

Section 21.3 - Second Level

In case of impasse at Level I, wherein the Fire Chief acts in opposition to the aggrieved, the grievant may request mediation. If the parties are unable to agree upon an acceptable mediator, they shall petition the California State Mediation/Conciliation Service for a mediator.

Any cost incurred using the mediator, which has been agreed to in advance, shall be borne equally by the parties. The mediator shall make no public recommendations nor take any public position concerning the issue(s) but shall work directly with the parties involved.

Section 21.4 - Final Action

Grievances not resolved within thirty (30) days following Level 1 may be submitted to the WFPD Board of Directors at its first regularly scheduled meeting following impasse at Level 2.

The request for a hearing shall be delivered to the Fire Chief at least fifteen (15) days in advance of the next scheduled Board of Directors meeting (if 15 days' notice cannot be given due to mediation-conclusion date-provided such process takes no longer than 30 days - the grievant shall provide the 15-day notice before the following Board meeting)

Having complied with the above, the grievant and/or his representative may present his case to the Board for settlement. Having heard all the information pertinent to the grievance from both parties, the Board may render its decision or take the matter under consideration until its next regularly scheduled meeting. Such a decision, when rendered, shall be contained in the minutes of the Board's meeting and shall be final and binding on the parties to this agreement.

Grievances not submitted to the Board of Directors, or submitted outside the time limits established herein, shall be resolved in accordance with the Fire Chiefs decision at Level I.

The Board of Directors shall have the right to set any hearing coming before it at such time and location as the directors may deem appropriate and in the best interest of the Department.

SECTION 22 – STAFFING

The Employer shall maintain the fourteen-person minimum staffing procedure to include a minimum of one Battalion Chief per shift.

SECTION 23 – SEPERABILITY OF PROVISIONS

If any provision of this Memorandum of Understanding is declared by a court of competent jurisdiction to be illegal or unenforceable, that provision of the Memorandum of Understanding shall be null and void, but such nullification shall not affect any other provision of this Memorandum of Understanding, all of which other provisions shall remain in full force and effect.

It is mutually agreed that the modifications shown above be made applicable on the dates indicated and that these modifications in conjunction with existing and unmodified rules, regulations, resolutions, or ordinances relating to wages, hours and other terms of conditions of employment for employees in this Unit shall remain unchanged for the duration of this agreement unless such changes are as a result of mutual agreement.

SECTION 24 – NO STRIKE

The Chief Officers, its members, and representatives, agree that it and they will not engage in, authorize, sanction, or support any strike, slowdown, stoppage of work, curtailment of production, concerted refusal of overtime work, refusal to operate designated equipment (provided such equipment is safe and sound) or to perform customary duties. Neither the Union, nor any representatives thereof, shall engage in job action to effect changes in the directives or decisions of management of the District, nor to effect a change of personnel or operations of management or of employees not covered by this MOU.)

SECTION 25 - EQUIPMENT

The District shall afford the employees the opportunity for input regarding equipment for the purpose of identifying employee concerns and recommendations.

SECTION 26 – MEMORANDUM OF UNDERSTANDING PRINTING

The printing and binding of the Memorandum of Understanding shall be shared jointly by the District and Chief Officers.

SECTION 27 – DURATION OF MEMORANDUM

The specific modifications in this document shall be made applicable on the dates indicated upon the approval of the Board of Directors; and these modifications relating to wages, hours, and conditions of employment shall remain unchanged for the period of January 1st 2026, through December 31, 2028, unless such changes are the result of mutual agreement.

SECTION 28–COMMON MESS

The provisions of this section are adopted to ensure that all members of fire companies will always be available to respond to emergency calls as quickly and efficiently as possible.

All employees on each shift at each station may attend a common mess at the station for the consumption of meals. Such members may contribute equally for the cost of the meals. The amount of the contribution and the procedures for its collection shall be established at each station by the station captain on each shift. The station captain may delegate the duty of collecting such contributions.

The Fire District shall not be financially liable or responsible for the cost of any meal or the preparation thereof, or for the collection of any funds, or for any other expenses undertaken in connection with the provisions of this section.

SECTION 29 - INCENTIVE PAY

Section 29.1 - WFPD Chief Officer Management Incentive Pay Program

The following management incentive pay program is offered by WFPD to all members in the bargaining unit who have promoted prior to January 1st 2026. The incentive pay program is not reportable compensation to PERS currently. All management incentive pay is month-to-month. If a member were to qualify for an incentive mid-month, the incentive pay would begin the following month. Incentive levels of pay are compounded based on the Chief Officer's certification at the beginning of each month. The total incentive amount paid monthly is not to exceed \$1,850.00.

Suppression Division

Level 1	Ca. State Fire Officer Certification or course equivalent	\$450/month
Level 2	Ca. State Chief Fire Officer or course equivalent	\$650/month
Level 3	N\VCG Strike Team Leader Qualification or course equivalent	\$750/month

Prevention Division

Level 1	Ca. State Fire Inspector I Certification or course equivalent	\$350/month
Level 2	Ca. State Fire Investigator Certification or course equivalent	\$500/month
Level 3	Ca. State Fire Marshal Courses A/B/C	\$500/month
Level 4	Ca. State Fire Marshal Courses D/E or State Fire Marshal Certification	\$500/month

EMS Division

Level 1	Ca. State Fire Officer Certification or course equivalent	\$450/month
Level 2	Ca. State Chief Officer Certification or course equivalent	\$650/month
Level 3	Ca. Ambulance Strike Team Leader or course equivalent	\$750/month

The following management incentive pay program is offered by WFPD to all members in the bargaining unit who have been promoted after January 1st 2026. The incentive pay program is not reportable compensation to PERS currently. All management incentive pay is month-to-month. If a member were to qualify for an incentive mid-month, the incentive pay would begin the following month. Incentive levels of pay are compounded based on the Chief Officer's certification at the beginning of each month. The total incentive amount paid monthly is not to exceed \$1,850.00

Suppression Division

Level 1	Ca. State Chief Fire Officer Certification or course equivalent	\$450/month
Level 2	Verified NWCG Strike Team Leader or course equivalent	\$650/month
Level 3	Verified N\VCG Division/Group Supervisor or course equivalent	\$750/month

Prevention Division

Level 1	Ca. State Fire Inspector II Certification or course equivalent	\$350/month
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Level 2	Ca. State Fire Marshal Courses A/B/C	\$500/month
Level 3	Ca. State Fire Marshal Courses D/E	\$500/month
Level 4	Ca. State Fire Marshal Certification	\$500/month

EMS Division

Level 1	Ca. State Fire Officer Certification or course equivalent	\$450/month
Level 2	Ca. State Chief Officer Certification or course equivalent	\$650/month
Level 3	Ca. Ambulance Strike Team Leader or course equivalent	\$750/month


SECTION 30 – DRUG AND ALCOHOL POLICY


Please refer to Lexipol Policy #1427, 'Drug and Alcohol-Free Workplace'

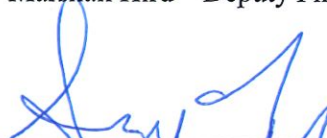
SECTION 31 - SIGNATURES


Chief Officers

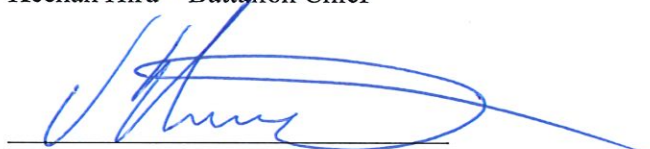

Eric Zabala – Deputy Fire Chief


Kim Guliacci – Fire Marshal


Marshall Hird – Deputy Fire Marshal


Scott McKenzie – EMS Chief


Keenan Hird – Battalion Chief


Vince Nannini – Battalion Chief


Robert Douthit – Battalion Chief

District Board of Directors


Matt Miller – Director


Randy Holthaus - Director


John Foster – Director

APPENDIX A

09-Sep-25					
WOODSIDE FIRE PROTECTION DISTRICT					
PAY RATES					
JANUARY 1, 2026 TO December 31, 2026					
POSITION	MONTHLY	SEMI-MON	STR TME	OVR TME	HOLIDAY
Chief	\$30,896.62	\$15,448.31	\$178.25		
Deputy Fire Chief	\$27,560.75	\$13,780.38	\$159.00		
Battalion Chief Senior	\$24,945.84	\$12,472.92	\$102.80	\$154.20	\$1,496.75
Battalion Chief 3rd	\$24,337.41	\$12,168.70	\$100.29	\$150.44	\$1,460.24
Battalion Chief 2nd Senior	\$24,075.35	\$12,037.68	\$99.21	\$148.82	\$1,444.52
Battalion Chief 2nd	\$23,488.15	\$11,744.07	\$96.79	\$145.19	\$1,409.29
Battalion Chief 1st Senior	\$23,231.90	\$11,615.95	\$95.74	\$143.60	\$1,393.91
Battalion Chief 1st	\$22,665.27	\$11,332.63	\$93.40	\$140.10	\$1,359.92
BC Admin / BC EMS / FM Senior	\$24,945.84	\$12,472.92	\$143.92	\$154.20	
BC Admin / BC EMS / FM 3rd	\$24,337.41	\$12,168.70	\$140.41	\$150.44	
BC Admin / BC EMS / FM 2nd*Snr	\$24,075.35	\$12,037.68	\$138.90	\$148.82	
BC Admin / BC EMS / FM 2nd	\$23,488.15	\$11,744.07	\$135.51	\$145.19	
BC Admin / BC EMS / FM 1st*Snr	\$23,231.90	\$11,615.95	\$134.03	\$143.60	
BC Admin / BC EMS / FM 1st	\$22,665.27	\$11,332.63	\$130.76	\$140.10	
Deputy Fire Marshal Senior	\$20,394.95	\$10,197.48	\$117.66	\$126.07	
Deputy Fire Marshal 5th	\$19,897.51	\$9,948.76	\$114.79	\$122.99	
Deputy Fire Marshal 5th Incoming	\$18,552.78	\$9,276.39	\$107.04	\$114.68	
Deputy Fire Marshal 4th Incoming	\$17,925.39	\$8,962.70	\$103.42	\$110.80	
Deputy Fire Marshal 3rd Incoming	\$17,319.22	\$8,659.61	\$99.92	\$107.06	
Deputy Fire Marshal 2nd Incoming	\$16,733.55	\$8,366.77	\$96.54	\$103.44	
Deputy Fire Marshal 1st Incoming	\$16,167.68	\$8,083.84	\$93.28	\$99.94	
Uniform Allowance \$1,000					

09-Sep-25					
	WOODSIDE FIRE PROTECTION DISTRICT				
	PAY RATES				
	JANUARY 1, 2027 TO December 31, 2027				
POSITION	MONTHLY	SEMI-MON	STR TME	OVR TME	HOLIDAY
Chief	\$32,441.45	\$16,220.72	\$187.16		
Deputy Fire Chief	\$28,938.79	\$14,469.40	\$166.95		
Battalion Chief Senior	\$26,193.14	\$13,096.57	\$107.94	\$161.91	\$1,571.59
Battalion Chief 3rd	\$25,554.28	\$12,777.14	\$105.31	\$157.96	\$1,533.26
Battalion Chief 2nd Senior	\$25,279.12	\$12,639.56	\$104.17	\$156.26	\$1,516.75
Battalion Chief 2nd	\$24,662.56	\$12,331.28	\$101.63	\$152.45	\$1,479.75
Battalion Chief 1st Senior	\$24,393.50	\$12,196.75	\$100.52	\$150.78	\$1,463.61
Battalion Chief 1st	\$23,798.53	\$11,899.27	\$98.07	\$147.11	\$1,427.91
BC Admin / BC EMS / FM Senior	\$26,193.14	\$13,096.57	\$151.11	\$161.91	
BC Admin / BC EMS / FM 3rd	\$25,554.28	\$12,777.14	\$147.43	\$157.96	
BC Admin / BC EMS / FM 2nd*Snr	\$25,279.12	\$12,639.56	\$145.84	\$156.26	
BC Admin / BC EMS / FM 2nd	\$24,662.56	\$12,331.28	\$142.28	\$152.45	
BC Admin / BC EMS / FM 1st*Snr	\$24,393.50	\$12,196.75	\$140.73	\$150.78	
BC Admin / BC EMS / FM 1st	\$23,798.53	\$11,899.27	\$137.30	\$147.11	
Deputy Fire Marshal Senior	\$21,414.70	\$10,707.35	\$123.55	\$132.37	
Deputy Fire Marshal 5th	\$20,892.39	\$10,446.20	\$120.53	\$129.14	
Deputy Fire Marshal 5th Incoming	\$19,480.42	\$9,740.21	\$112.39	\$120.41	
Deputy Fire Marshal 4th Incoming	\$18,821.66	\$9,410.83	\$108.59	\$116.34	
Deputy Fire Marshal 3rd Incoming	\$18,185.18	\$9,092.59	\$104.91	\$112.41	
Deputy Fire Marshal 2nd Incoming	\$17,570.23	\$8,785.11	\$101.37	\$108.61	
Deputy Fire Marshal 1st Incoming	\$16,976.06	\$8,488.03	\$97.94	\$104.93	
Uniform Allowance \$1,000					

09-Sep-25					
	WOODSIDE FIRE PROTECTION DISTRICT				
	PAY RATES				
	JANUARY 1, 2028 TO December 31, 2028				
POSITION	MONTHLY	SEMI-MON	STR TME	OVR TME	HOLIDAY
Chief	\$34,063.52	\$17,031.76	\$196.52		
Deputy Fire Chief	\$30,385.73	\$15,192.86	\$175.30		
Battalion Chief Senior	\$27,502.79	\$13,751.40	\$113.34	\$170.00	\$1,650.17
Battalion Chief 3rd	\$26,831.99	\$13,416.00	\$110.57	\$165.86	\$1,609.92
Battalion Chief 2nd Senior	\$26,543.08	\$13,271.54	\$109.38	\$164.07	\$1,592.58
Battalion Chief 2nd	\$25,895.68	\$12,947.84	\$106.71	\$160.07	\$1,553.74
Battalion Chief 1st Senior	\$25,613.17	\$12,806.59	\$105.55	\$158.32	\$1,536.79
Battalion Chief 1st	\$24,988.46	\$12,494.23	\$102.97	\$154.46	\$1,499.31
BC Admin / BC EMS / FM Senior	\$27,502.79	\$13,751.40	\$158.67	\$170.00	
BC Admin / BC EMS / FM 3rd	\$26,831.99	\$13,416.00	\$154.80	\$165.86	
BC Admin / BC EMS / FM 2nd*Snr	\$26,543.08	\$13,271.54	\$153.13	\$164.07	
BC Admin / BC EMS / FM 2nd	\$25,895.68	\$12,947.84	\$149.40	\$160.07	
BC Admin / BC EMS / FM 1st*Snr	\$25,613.17	\$12,806.59	\$147.77	\$158.32	
BC Admin / BC EMS / FM 1st	\$24,988.46	\$12,494.23	\$144.16	\$154.46	
Deputy Fire Marshal Senior	\$22,485.43	\$11,242.72	\$129.72	\$138.99	
Deputy Fire Marshal 5th	\$21,937.01	\$10,968.50	\$126.56	\$135.60	
Deputy Fire Marshal 5th Incoming	\$20,454.44	\$10,227.22	\$118.01	\$126.44	
Deputy Fire Marshal 4th Incoming	\$19,762.74	\$9,881.37	\$114.02	\$122.16	
Deputy Fire Marshal 3rd Incoming	\$19,094.44	\$9,547.22	\$110.16	\$118.03	
Deputy Fire Marshal 2nd Incoming	\$18,448.74	\$9,224.37	\$106.44	\$114.04	
Deputy Fire Marshal 1st Incoming	\$17,824.87	\$8,912.43	\$102.84	\$110.18	
Uniform Allowance \$1,000					