

**Kingsburg Professional Firefighters Association
MOU Incentive Plan**

APPENDIX

The Incentive plan is designed to work together to assist all personnel in easily understanding the paid incentive groups, the percentages for each incentive, and the job expectations of the incentivized work.

Incentive overview contains the simplest formation of the incentives and can be used as a quick reference to the areas of incentives, the amounts as well as the total number of incentivized positions within that category.

I. INCENTIVE PLAN OVERVIEW

1). PROMOTIONAL TRACK/ACTING:

Promotional Tracks: Promoted permanently into the position(s) below:

- Captain
- Engineer
- Deputy Fire Marshal
- Fire Marshal

Personnel promoting into the above ranks and having met the qualifications for that rank (as outlined in the MOU) are not paid the certification pay for that rank once promoted. The certification(s) required for that rank are the MINIMUM qualification(s) for promotion to the position. This allows acting to the next highest rank to achieve additional incentive pays to be consistent with the succession plan of the department.

Actors are compensated 5% when assigned by the Fire Chief or their designee to an acting position for greater than 24 hours.

2). TEAM ASSIGNMENTS:

Association members may use a combination of certification, education, and assignment pay incentives to achieve a maximum of 20% above the employee's base salary.

USAR

Certifications w/o assignment: Two and one-half percent (2.5%)

Certifications with assignment to USAR Task Force: Five percent (5%) *

8 members: 6 assigned, 2 alternates

*River and Flood Rescue Technician Certificate required for assignment pay.

HAZMAT

California Specialized Training Institute Hazmat Technician: Two and one-half percent (2.5%)

California Specialized Training Institute HazMat Specialist = Five percent (5%)

4 members: 3 assigned, 1 alternate

INVESTIGATIONS

Certifications w/o assignment: Two and one-half percent (2.5%)

Certifications with Investigator assignment = Five percent (5%)

3 members: 2 assigned and 1 alternate

3). INSTRUCTORS/ASSISTANT TRAINING OFFICER (ATO)

Association members may use a combination of certification, education, and assignment pay incentives to achieve a maximum of 20% above the employee's base salary.

Each Instructor/ATO must either: teach one course per calendar year or have one paramedic trainee precepted or have one peer evaluation completed per calendar year minimum to maintain ATO status.

FIRE INSTRUCTOR/ATO: Two and one-half percent (2.5%)

California State Fire Marshall Instructor 1 and Instructor 2, all completed Instructor requirements for qualification with the associated completed task book for any FSTEP, CFSTES or CSTI curriculum.

6 members: all assigned

EMS INSTRUCTOR/ATO: Two and one-half percent (2.5%)

California State Fire Marshall Instructor 1 & Instructor 2 and AHA CPR, ACLS, PALS or PHTLS

(or)

California State Fire Marshall Instructor 1 & Instructor 2 and CCEMSA Field Training Officer/Preceptor.

3 members: all assigned

4). CENTER for PUBLIC SAFETY EXCELLENCE (CPSE): Two and one-half percent (2.5%)

Association members may use a combination of certification, education, and assignment pay incentives to achieve a maximum of 20% above the employee's base salary.

- Fire Officer
- Chief Fire Officer
- Chief EMS Officer
- Chief Training Officer
- Fire Marshal
- Public Information Officer

5. COMMUNITY RISK REDUCTION (CRR): Two and one-half percent (2.5%)

- Community Risk Reduction Officer – one member assigned
- Fire Prevention Officer 1 – three members assigned
- Fire Prevention Officer 2 – three members assigned
- Plans Examiner – two members assigned
- Deputy Fire Marshal – one member assigned

6. SPECIAL ASSIGNMENTS:

Association members may use a combination of certification, education, and assignment pay incentives to achieve a maximum of 20% above the employee's base salary.

- Wellness/Fitness Program Director – one member assigned
- Communications Technician – one member assigned
- Public Information Officer – one member assigned
- SCBA Program – one member assigned
- Hydrant Program – one member assigned
- Quarter Master – one member assigned
- Explorer Program – two members assigned
- Safety Officer – three members assigned
- Fleet Technician – one member assigned

7. PROGRAM COORDINATORS: Ten percent (10%)

- TRAINING CAPTAIN: Training/Intern & Single Role/Policy/Safety Officer
- EMS CAPTAIN: EMS Delivery/Paramedic Liaison Officer/Disease Control Officer/Safety Officer
- SUPPORT SERVICES CAPTAIN: Fleet/Facilities/Injury Illness Prevention Program/Safety Officer
- COMMUNITY RISK REDUCTION CAPTAIN: Plans Review/Fire Prevention/Deputy Fire Marshal/Community Outreach/Safety Officer

INCENTIVE PAY GUIDELINES

These guidelines will apply to areas #2-6 in the Incentive Plan.

- Association members may use a combination of certification, education, and assignment pay incentives to achieve a maximum of 20% above the employee's base salary.
- Acting Pay in any area is **NOT** considered an Incentive pay and **SHALL NOT** be counted towards the total of **20%** attainable by an employee.
- It shall be the responsibility of the employee to provide an electronic submission of their certification to the Assistant City Manager and the Fire Chief and /or their designee as soon as is practicable of the attainment of, or completion of Certifications/Task Books where applicable.
- Certification incentive pay shall be awarded upon the verification of a completed submission and is NOT retroactive.
- Assignment incentive pay shall be awarded at the time of appointment through the duration of the assignment by the Fire Chief or their designee.
- Assignment pay is awarded at the discretion of the Fire Chief and may be discontinued based on employee performance, failure to maintain certification requirements or a change in department needs.
- Incentive pay shall not be eligible for CalPERS unless specified by CalPERS guidelines.
- Management reserves the right to assign additional duties not identified in these incentivized areas.