

**SIDE LETTER OF AGREEMENT  
BETWEEN  
ORANGE COUNTY FIRE AUTHORITY  
AND  
ORANGE COUNTY PROFESSIONAL FIREFIGHTERS ASSOCIATION  
IAFF-LOCAL 3631 FOR THE FIREFIGHTER UNIT**

This Side Letter of Agreement (“Agreement”) between the Orange County Fire Authority (“Authority”) and the Orange County Professional Firefighters Association, IAFF-Local 3631 (“Association”), (collectively “Parties”) is entered into with respect to the following:

**WHEREAS**, the Parties are subject to a Memorandum of Understanding (“MOU”) in effect for the period of March 23, 2023 through March 22, 2027; and

**WHEREAS**, the Association has requested to modify the dates in which base salary range adjustments will become effective during 2025 and 2026.

**THEREFORE**, the Parties hereby agree to the following:

Article XXIV, Sections 1.C and 1.D of the MOU are amended, and Sections 1.E, F and G are added, as shown by the track changes set forth below.

**Section 1. Base Salary Adjustments**

- C. ~~Effective in the pay period which includes January 1, 2025 (pay period 2) March 21, 2025 (pay period 8), which includes the date which is exactly two (2) years from Board approval of the MOU~~, the salary range for each classification will be adjusted by two and three-quarter percent (2.75%). Employees will receive their increase once they are eligible for a merit increase per Article II, Section 3. ~~For example, an employee at Step 6 prior to their merit increase who receives a two-step increase shall be placed at Step 8 on the range effective March 21, 2025.~~
  
- D. ~~Effective in the pay period which includes January 1, 2026 (pay period 2) March 20, 2026 (pay period 8), which includes the date which is exactly three (3) years from Board approval of the MOU~~, the salary range for each classification will be adjusted by two and three-quarter percent (2.75%). Employees will receive their increase once they are eligible for a merit increase per Article II, Section 3. ~~For example, an employee at Step 6 prior to their merit increase who receives a two-step increase shall be placed at Step 8 on the range effective March 20, 2026.~~
  
- E. Employees who are newly hired into the bargaining unit after the January 1, 2025 and January 1, 2026 salary range adjustments will be appointed into the higher/adjusted salary range. The step-placement for these newly hired employees will be made per Article II, Section 2 (Pay for New Employees).

F. Employees who are promoted during 2025 and 2026 will be promoted into the higher/adjusted salary ranges (as adjusted per Sections 1.C and 1.D above), by calculating their pay on promotion as follows:

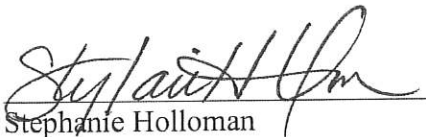
1. If the employee has already received their 2025 or 2026 merit increase prior to promotion, then their pay on promotion will be calculated per Article II, Section 4 (Salary on Promotion).
2. If the employee has not yet received their 2025 or 2026 merit increase prior to promotion, then their pay on promotion shall be calculated as follows:
  - i. Prior to calculating pay on promotion, the employee will be moved from the unadjusted salary range to the same step on the higher/adjusted salary range.
  - ii. Pay on promotion will then be calculated per Article II, Section 4 (Pay on Promotion).

D.G. In the pay period which includes January 1, 2026 and January 1, 2027, any employees who have not received step placement into the new higher adjusted salary range shall be moved to the equivalent step in the new higher adjusted salary range.

**ORANGE COUNTY FIRE AUTHORITY**

  
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Lori Zeller  
Deputy Chief, Administration & Support Bureau


  
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Robert Cortez  
Assistant Chief/Business Services

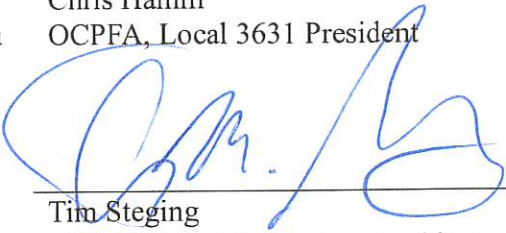
  
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Stephanie Holloman  
Assistant Chief/Human Resources Director


**Peter J. Brown**  
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Peter J. Brown  
Labor Negotiator

10/29/24  
\_\_\_\_\_  
Date

**ORANGE COUNTY PROFESSIONAL  
FIREFIGHTERS ASSOCIATION**

  
\_\_\_\_\_  
Chris Hamm  
OCPFA, Local 3631 President

  
\_\_\_\_\_  
Tim Steging  
OCPFA, Local 3631 Vice President

  
\_\_\_\_\_  
Michael A. McGill  
Labor Negotiator

10/29/24  
\_\_\_\_\_  
Date