

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

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


**WHEREAS**, as a result of the Parties’ recent discussions about transitioning staff Public Information Officer (PIO) positions to shift PIO positions, the Parties agree to all of the following terms for employees regularly assigned to the PIO positions, effective as of the date in which the transition from staff to shift PIOs becomes effective (estimated in February 2020):

1. The OCFA will complete an internal recruitment to hire three current OCFA Fire Captains to fill three Shift PIO positions, with each assigned to work a fifty-six hour average workweek, and with the assignment requiring a commitment for each Shift PIO to serve a minimum of two-years. The Shift PIO shall not be involuntarily removed from the assignment during the two-year commitment absent due process and the other rights provided by Article VIII of the parties’ MOU.
2. The Shift PIOs will work at the Regional Fire Operations & Training Center (RFOTC) as their regular daily work location, and will sleep in the dorms in the Emergency Command Center (ECC) at the RFOTC.
3. The Shift PIOs will report to the Communications Director as their immediate supervisor with respect to day to day functions. However, with respect to performance of fire suppression work by the Shift PIOs, for which technical skills are required, the Shift PIOs shall report to their Battalion Chief in the Battalion where the fire suppression work is being performed (such as when the Shift PIOs may work overtime shifts in the field, or other similar performance of fire suppression work).
4. Hiring for backfill of the Shift PIOs will be handled by the Communications Director based on need. When backfill or callback of a Shift PIO is necessary, the Communications Director will utilize the new list of qualified employees to fill the vacancy. Every effort will be made to maintain the basic intent of equal backfill distribution. Shift PIOs are exempt from forced backfill for vacancies in field post positions and may be forced for Shift PIO positions at the discretion of the Communications Director. The performance of PIO work will remain, as it always has, a function performed by members of the Association.
5. The Shift PIOs will receive SAP and SIP, which is authorized pursuant to the MOU for designated staff positions. The following definition is added to the 2016-2020 MOU to clarify the parties intent that the Shift PIOs are the only shift employees recognized as designated staff positions for purposes of SAP and SIP:

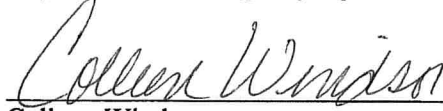
**DESIGNATED STAFF POSITION** shall mean all staff employees assigned to a forty (40) hour workweek and also include the three shift (fifty-six hour average workweek) employees regularly assigned to the Public Information Officer positions. With the

exception of the three shift employees regularly assigned to the Public Information Officer positions, all other employees assigned to a fifty-six hour average workweek are not included in the definition of designated staff position.

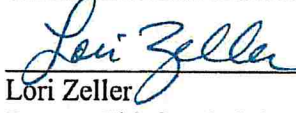
**FOR THE ORANGE COUNTY FIRE AUTHORITY**

  
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Mark "Pokey" Sanchez  
Deputy Chief, Emergency Operations Bureau

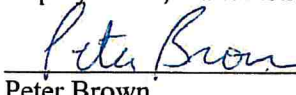
1/13/20  
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Date

  
\_\_\_\_\_  
Colleen Windsor  
Communications Director

1-14-20  
\_\_\_\_\_  
Date


  
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Lori Zeller  
Deputy Chief, Administration & Support Bureau

1/13/20  
\_\_\_\_\_  
Date

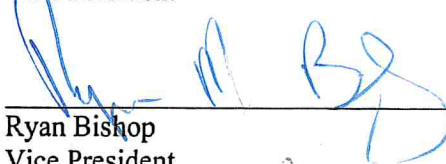
  
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Peter Brown  
Labor Negotiator

1/13/20  
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Date

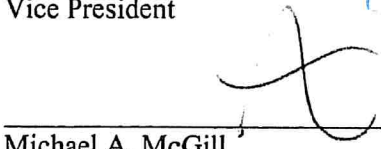
**FOR THE ORANGE COUNTY PROFESSIONAL FIREFIGHTERS ASSOCIATION**

  
\_\_\_\_\_  
Matt Schuetz  
Vice President

1/13/20  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Ryan Bishop  
Vice President

1/13/2020  
\_\_\_\_\_  
Date

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

January 13, 2020  
\_\_\_\_\_  
Date