

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

This Side Letter of Agreement between the Orange County Fire Authority and the Orange County Professional Firefighters Association, Local 3631 ("Association"), (collectively, "Parties") recognizes the immediate organizational need of qualified Lead Helicopter Crew Chief and Helicopter Paramedic Rescuers to bid the Ops Spotter position. Therefore, the Parties agree as follows:

**WHEREAS**, the Parties' Memorandum of Understanding (MOU) has a term of March 23, 2023 to March 22, 2027; and

**WHEREAS**, the Parties agree that a Lead Helicopter Crew Chief is a critical component of the Air Operations program, responsible for the safe and effective operations, training and evaluations of all flight crew members;

**WHEREAS**, the Parties agree that the Helicopter Paramedic Rescuer is biddable in the 3<sup>rd</sup> position designated as the Ops Spotter;

**THEREFORE**, the criteria and methodology for selection, and the salary terms applicable to this assignment, are as follows:

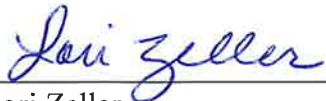
1. The OCFA will select from employees in the Firefighter Unit who are current and qualified OCFA Helicopter Crew Chiefs;
2. Minimum requirements for Lead Helicopter Crew Chief:
  - a. Three (3) years of experience as an OCFA Helicopter Crew Chief at close of recruitment
  - b. Is a Specialist within the OCFA helicopter aviation program, as outlined in the MOU
3. Highly Desirable Qualifications include any of the following:
  - a. Helicopter Manager (HMGB and/or HCWN)
  - b. Helibase Manager (HEMB) Qualification
  - c. Helicopter Coordinator (HLCO) Qualification
  - d. Air Support Group Supervisor (ASGS) Qualification
  - e. Air Operations Branch Director (AOBD) Qualification
4. The OCFA shall maintain a minimum of one Lead Helicopter Crew Chief at any one time, as determined by the Air Operations Battalion Chief/Program Manager.
5. An interview process will be required to select the Lead Helicopter Crew Chief. The interview panel will be comprised of one (1) OCFA subject matter expert selected by the Air Operations Program Manager, one (1) outside agency subject matter expert selected by the Air Operations Program Manager, and one (1) OCPFA representative.

6. The Air Operations Battalion Chief will coordinate an oral interview process for the purpose of selection of candidates with the concurrence of the Assistant Chief of Operations South.
7. Employees regularly assigned in the position of Lead Helicopter Crew Chief will be compensated eighteen (18) percent of their base salary per month, prorated on an hourly basis including overtime hours worked as the Lead Helicopter Crew Chief. However, overtime compensation will not be applicable to overtime hours worked by the Lead Helicopter Crew Chief while backfilling any other position, such as the non-Lead Crew Chief positions or Captain seats on trucks, engines, etc..
8. Employees assigned in the position of Lead Helicopter Crew Chief are not eligible for Specialty Pay provisions for Helicopter Crew Chief as provided for in Article XXIV, Section 2(P) Air Operations of the MOU.
9. Employees shall be assigned to a 4/10 schedule and will relinquish their previous post position.
10. Employees assigned to the position of Lead Helicopter Crew Chief will receive additional compensation as specified in Article XXIV, Section 2(I) – in addition to their regular pay – in the amount of seven and one-half percent (7.5%) staff assignment pay (SAP) and ten percent (10%) staff incentive pay (SIP). However, if the employee was receiving paramedic pay at the time of assignment to the position of Lead Helicopter Crew Chief, the employee may **not** continue receiving paramedic pay in lieu of the ten percent (10%) SIP.
11. Qualified and current Helicopter Paramedic Rescuer (HPR) personnel may Voluntary Transfer (VT) or Voluntary Transfer - Temporary (VTT) to a vacant HPR Ops Spotter Position per normal seniority-based transfer procedures. Only the number 3 position on both OCFA aircraft are identified as HPR Ops Spotter positions.
12. If an open HPR Spotter position becomes available and no qualified and current HPR Ops Spotter personnel have an active Voluntary Transfer on file, then the position will be open to all OCFA qualified Firefighter/Paramedic personnel for Voluntary Transfer (VT).
13. The Helicopter Firefighter/Paramedic Rescuer positions in the fourth position are not currently subject to the voluntary transfer process. Candidates are selected by the Air Operations Battalion Chief and are subject to AA for approximately three (3) to six (6) months. The Helicopter Firefighter/Paramedic Rescuer must have a minimum of one (1) year experience as an OCFA Firefighter/Paramedic.

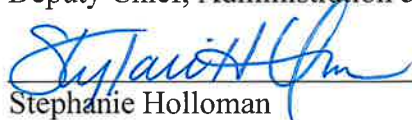
**ORANGE COUNTY FIRE AUTHORITY**



Terry (TJ) McGovern  
Deputy Chief, Emergency Operations Bureau



Lori Zeller  
Deputy Chief, Administration & Support Bureau



Stephanie Holloman  
Assistant Chief/Human Resources Director



Tim Perkins  
Assistant Chief/South Operations

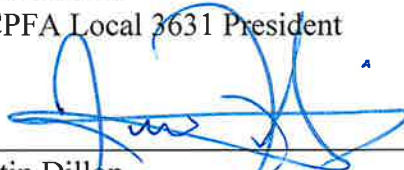
6/27/25

Date

**ORANGE COUNTY FIRE AUTHORITY  
PROFESSIONAL FIREFIGHTERS  
ASSOCIATION**



Chris Hamm  
OCPFA Local 3631 President



Justin Dillon  
OCPFA Local 3631 Vice President



Kevin Gorham  
OCPFA Local 3631 Director

7/9/25

Date