

RESOLUTION NO. 02-2026
JANUARY 8, 2026

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
RATIFYING A MEMORANDUM OF UNDERSTANDING BETWEEN
CAMBRIA COMMUNITY SERVICES DISTRICT AND
CAMBRIA FIREFIGHTERS/INTERNATIONAL ASSOCIATION
OF FIREFIGHTERS LOCAL 4635

WHEREAS, the Board of Directors of the Cambria Community Services District (CCSD) entered into labor negotiations with the International Association of Firefighters (IAFF) Local 4635; and

WHEREAS, an agreement was reached between the CCSD and IAFF Local 4635.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that it does hereby ratify the Memorandum of Understanding between Cambria Community Services District and Cambria Firefighters/International Association of Firefighters (IAFF/Local 4635), effective from January 8, 2026 through January 8, 2028, attached hereto as Exhibit "A" and incorporated herein by reference, and authorizes its execution by the General Manager.

PASSED AND ADOPTED THIS 8th day of January 2026.

DocuSigned by:

Harry Farmer

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Harry Farmer, President
Board of Directors

ATTEST:

DocuSigned by:

Haley Dodson

270DBD8EE42E4C4...

Haley Dodson
Confidential Administrative Assistant

APPROVED AS TO FORM:

DocuSigned by:

Timothy Carmel

B04D40A50AA141E...

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

AND

CAMBRIA FIREFIGHTERS/INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS (LOCAL 4635)

MEMORANDUM OF UNDERSTANDING



January 8, 2026 – January 8, 2028

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CAMBRIA COMMUNITY SERVICES DISTRICT AND
CAMBRIA FIREFIGHTERS/INTERNATIONAL ASSOCIATION OF FIREFIGHTERS (LOCAL 4635)
MEMORANDUM OF UNDERSTANDING
FOR THE PERIOD OF JANUARY 8, 2026 – JANUARY 8, 2028

1. DESIGNATION OF THE PARTIES

This Memorandum of Understanding (MOU) is entered into by and between Cambria Community Services, a Special District, hereinafter referred to as the CCSD, and the Cambria Firefighters/International Association of Firefighters, hereinafter referred to as Local 4635.

2. RECOGNITION

The CCSD recognizes Local 4635 as the majority representative of employees in the Fire Services Unit, as described in Section 3 of this MOU, for meeting and conferring regarding wages, hours, and other terms and conditions of employment.

3. COMPOSITION OF UNIT

The current classifications in the Fire Service Unit are as follows:

- Fire Captain
- Fire Engineer
- Firefighter

4. REPRESENTATION

- A. The CCSD and Local 4635 agree that Local 4635 officers and representatives shall be allowed to meet with CCSD representatives for meeting and conferring in good faith. If such meetings occur during work hours, reasonable numbers of participating employees will receive reasonable time off without loss of compensation when meeting and conferring with representatives of the CCSD.
- B. The Local 4635 agrees to provide the CCSD with a list of Local 4635 officers and representatives who are authorized to meet and confer on behalf of the Local 4635 and to conduct official Local 4635 business.
- C. The CCSD agrees that Local 4635 officers and representatives should be given access to working locations during hours of work to conduct grievance investigations.
- D. The Local 4635 agrees that no overtime compensation shall be accrued by employees for hours spent meeting and conferring with the CCSD, or for the conduct of Local 4635 business.

5. USE OF CCSD FACILITIES

- A. The parties agree that the Local 4635 shall have the right to use CCSD bulletin board space allocated for Local 4635 material and notices at all work sites.

- B. Upon prior arrangement with the Fire Chief, the CCSD shall provide a meeting room in the Fire Station, if available, at no cost, to the Local 4635 for the purpose of conducting Local 4635 meetings.

6. LOCAL 4635 DUES

- A. The Local 4635 is responsible for notifying the CCSD when it adds or removes a dues-paying member. The Local 4635 is also responsible for collecting and maintaining dues deduction authorization forms.
- B. The Local 4635 shall indemnify and hold harmless the CCSD, its officers, agents, and employees from any and all claims, demands, costs (except as noted in section 6A, above), expenses, or liability arising out of this section, arising from the implementation of this section.

7. CCSD RIGHTS

- A. The CCSD retains, solely and exclusively, all rights and authority of management that have not been expressly abridged or limited by the various provisions of CCSD Code Chapter 2.04: "Employer-Employee Relations" and Chapter 2.08: "Personnel System", or of this MOU.
- B. The sole and exclusive rights and authority of the CCSD that are not abridged by this MOU shall include, but not be limited to, the following:
 - 1. Those rights stated in CCSD Code Section 2.04.050: "CCSD Rights."
 - 2. The right to determine the existence or non-existence of facts that are the basis for management decisions.
 - 3. The right to determine the nature, manner, and extent of services to be provided to the public, methods of financing, and types of equipment to be used.
 - 4. The right to establish, continue, discontinue, or modify policies, practices, or procedures, subject to the provisions of the Meyers-Milias-Brown Act.
 - 5. The right to determine the number, location, and types of its operations, and the methods, processes and materials to be employed, including the right to introduce new or improved methods or facilities; to discontinue processes or operations or to discontinue their performance by employees; the right to contract or sub-contract any work or operations of the CCSD; to determine the number of hours per day or per week operations shall be carried on, and the schedules thereof, subject to the provisions of the Meyers-Milias-Brown Act.
 - 6. The right to select, determine, and schedule the number and types of employees required.
 - 7. The right to assign work to such employees in accordance with requirements determined, by management, consistent with provisions of established CCSD and Department rules, regulations, policies, and procedures.
 - 8. The right to establish and change work schedules and assignments, subject to the provisions of the Meyers-Milias-Brown Act.

9. The right to transfer, reclassify, promote, or demote employees, or to lay off, terminate, or otherwise relieve employees from duty for lack of work or other lawful reasons; to determine the facts of lack of work.
10. The right to make and enforce safety rules and work rules for the maintenance of discipline, and to take disciplinary action.
11. The right to determine and exercise the procedures and standards of selection for employment and promotion.
12. The right to enforce dress and grooming standards.
13. The right to determine the content and intent of job classifications.
14. The right to determine style and/or types of CCSD-issued wearing apparel, equipment, or technology to be used.
15. Subject to the provisions of the Meyers-Milias-Brown Act, the CCSD shall reserve all other prerogatives and responsibilities typically inherent to the CCSD, provided such prerogatives and responsibilities are not contrary to CCSD Code Chapter 2.04: "Employer-Employee Relations" or this MOU.

8. EMPLOYEE RIGHTS

Employees of the CCSD shall have the rights specified in CCSD Code Section 2.04.040: "Employee Rights."

9. LOCAL 4635 RIGHTS

- A. The CCSD will allow an employee to take leave for Local 4635 business if the Fire Chief determines that such leave will not be disruptive to CCSD or Department business.
- B. The CCSD will make available to the Local 4635, in the same manner as to the public, the Agendas for CCSD Board Meetings.

10. NON-DISCRIMINATION

- A. The CCSD and Local 4635 agree that the provisions of this agreement shall be applied equally to all employees without favor or discrimination because of race, religion, color, sex, age (40 and over), physical or mental disability, medical condition, genetic characteristics or information, marital status, sexual orientation, national origin, ancestry, military and veteran status, or any basis protected by law.
- B. The CCSD and Local 4635 agree that neither party will unlawfully interfere, intimidate, restrain, coerce, or discriminate against any employee in his/her free choice to participate in Local 4635 activities, or to join the Local 4635.

11. PERSONNEL FILES

- A. Material in the personnel file of a unit member that may serve as a basis for affecting the status of his/her employment will be made available for inspection by the employee involved in a reasonable manner and in accordance with legal standards.
- B. When information of a critical or derogatory nature is placed in the personnel file of a unit member, that unit member will be given notice and an opportunity to review and comment on that material. Such an employee will have the right to have his/her own written comments attached to any such derogatory statement, within a reasonable time after such information is placed in his/her file and in accordance with legal standards.
- C. A unit member shall have the right to authorize, in writing, a representative to examine his/her personnel files in accordance with legal standards.

12. REDUCTION IN WORK FORCE

- A. When, in the judgment of the CCSD Board of Directors, it becomes necessary to make a reduction in the work force, whenever possible, such reduction shall be accomplished through attrition. If a reduction in the workforce is necessary, layoffs shall be based on seniority within the classification targeted for elimination. The CCSD shall provide thirty (30) days' written notice to the affected employee(s). Employees subject to layoff shall be eligible to voluntarily demote to a lower classification based on seniority in the lower classification. For these purposes, time served in any higher classification shall count toward seniority in any lower classification. Reinstatement from layoff shall be based on seniority where the vacancy occurs. Eligibility for reinstatement of an employee laid off shall be for a period of twenty-four (24) months from the effective date of the layoff. The date of reinstatement shall constitute the new hire date for medical and dental benefits, including the HRA (Health Reimbursement Account) benefit as described herein.

B. BUMPING RIGHTS

- I. When a covered employee accepts a promotion or reassignment within covered classifications and fails to successfully complete the probationary period for that new promotion or assignment, the affected employee shall have the right to return to the previously held classification, or its replacement if applicable, subject to seniority with the CCSD, based on the employee's original date of hire. An employee that is released due to disciplinary reasons is not entitled to bumping rights.
- II. A covered employee who successfully completes the promotional or reassignment probationary period and is displaced from the promotional or reassignment position as a result of an employee's return from workers compensation leave or other protected leave, shall retain the right to bump back to their previously held position based on their seniority with the CCSD. The covered employee's seniority shall be based on the employee's original date of hire. An employee who is released due to disciplinary reasons is not entitled to bumping rights.

13. GRIEVANCE PROCEDURE

- A. Purpose: It is the intent of this section to provide a method of communication through which the Local 4635 or an individual covered employee may have a complaint heard and decided in an orderly and fair manner. The Local 4635 or an individual covered employee may be represented in their dealings with the CCSD under this section by an agent of their choice.
- B. Definition: A grievance is a complaint of the Local 4635 or an individual covered employee concerning the application of:

1. The administration of the conditions of employment, including job description, salary and benefits in force between the CCSD and the Local 4635 or individual employee.
 2. Working conditions within the control of the General Manager or the Fire Chief, including the CCSD or Department policies, procedures, rules and regulations, and for which no other procedures for orderly solution of such complaints exist.
- C. Informal Resolution (Level I): The Local 4635 or any covered employee shall first discuss the alleged grievance with the affected employee's immediate supervisor within twelve (12) regular business days of the event causing the grievance. If the Local 4635 or individual employee is not satisfied with the supervisor's solution to the complaint, the grievance may then be entered into the next level of the grievance procedure (Level II).
- D. Formal Resolution (Level II): If a complaint or grievance is not resolved at Level I (informal resolution), the Local 4635 or affected employee may submit the complaint in writing to the General Manager within five (5) regular business days of receipt of such grievance. The General Manager shall investigate and provide a written response to the Local 4635 or affected employee within ten (10) regular business days.

14. HOURS OF WORK AND WORK SCHEDULES

Covered employees may be assigned to a 40-hour workweek schedule, consisting of four (4) consecutive ten (10) hour work days, or a 56-hour (average) workweek schedule, consisting of twenty-four (24) hour work shifts that are scheduled in a manner so that each employee is assigned to duty an average of one third (1/3) of the days of a designated work period. The current 56-hour (average) workweek schedule consists of two consecutive 24-hour work shifts (48 consecutive duty hours) followed by four consecutive calendar days off (96 consecutive hours off duty).

15. OVERTIME

- A. Non-exempt employees assigned to a 56-hour (average) workweek schedule will receive pay for overtime as defined in the Fair Labor Standards Act (FLSA) (29.U.S.C.207k) and as described herein - overtime is defined as hours worked in excess of a total of 182 in a 14-day work period, as established by the CCSD.

Non-exempt employees assigned to a 40-hour (average) workweek schedule will receive pay for overtime for all hours worked in excess of 80 hours in a 14-day work period, as established by the CCSD.

- B. For purposes of calculating overtime hours, approved leave (holiday, vacation, sick leave, compensatory time off) shall be considered time worked. The following shall not be considered time worked for the purpose of calculating overtime hours: unpaid leave, suspensions, paid administrative leave relating to the implementation of disciplinary action, workers' compensation leave, and 4850 leave.
- C. All overtime shall be paid at a rate of one and one-half (1 ½) times the regular hourly rate of pay.

- D. After a single 48-hour rotation, overtime shifts may be staffed by out-of-class assignments and/or qualified reserves as determined by the Fire Chief. Absences, which are initially known to exceed 96 consecutive hours, may be filled by out-of-class assignments and/or qualified reserves immediately.

16. COMPENSATORY TIME

In lieu of overtime pay, covered employees may accrue compensatory time off (CTO). Accrued CTO may be taken as paid leave in the same manner as vacation leave or may be converted to cash at the request of the employee, and with the approval of the CCSD. All CTO not taken as paid leave or converted to a cash payment prior to the first full pay period in June of each year shall be automatically converted to a cash payment to the employee before the end of the fiscal year. At the written request of the employee, the CCSD General Manager may authorize a carryover of accrued CTO from one fiscal year to the next in an amount not to exceed 40 hours (for employees assigned to a 40-hour week) or 56 hours (for employees assigned to a 56-hour average week). Requests for carryovers must be submitted in writing to the General Manager by June 10th each year. In no event may CTO accrue more than the legally allowed 480 hours.

17. CALL-BACK

Each non-exempt employee who responds to a call-back from off-duty status shall be compensated at a minimum of two (2) hours for each response. If the actual call-back event extends beyond two (2) hours, all time worked will be compensated on an hour-for-hour basis and will be counted as hours worked for purposes of overtime calculations.

18. HOLIDAYS

- A. For 40-hour-per-week employees, the following are the twelve standard paid holidays observed by the CCSD:

New Years Day	Memorial Day	Labor Day	Thanksgiving
Martin Luther King Jr. Day	Juneteenth	Columbus Day	Day After Thanksgiving
President’s Day	Independence Day	Veterans Day	Christmas Day

In lieu of Lincoln’s Birthday, Admissions Day, and the half day for Christmas Eve/New Year’s Eve, float holiday time shall be provided each employee employed by the CCSD on July 1 of each year, provided the employee was employed continuously by the CCSD on or before the previous January 1st. Float holiday hours will be accrued on July 1st of each year based on the following chart:

Regular # of Hours/Day	Total # of Holiday Hours/Year		12 Std Holiday Hours/Year		July 1st Float Holiday Hours to Accrue
8	120		96		24
9	120		108		12
10	120		120		0
24	168		Accrue biweekly		Accrue biweekly
<i>Per Section 22 C – regular part time employees shall receive holiday pay on a pro rata basis:</i>					

- B. In lieu of time off on holidays, covered employees assigned to a 56-hour workweek shall accrue 6.07 hours of holiday leave per 14-day payroll period for a total of 168 hours per year (based on 120

hours per year times the conversion factor of 1.4). Such holiday leave may be taken as paid leave in the same manner as vacation leave or CTO or may be converted to a cash payment at the employee's request, with the approval of the CCSD.

- C. Unless otherwise provided in this section, for 40-hour-per-week employees, when a holiday listed herein falls on a covered employee's regular day off, such employee shall be assigned an alternate day off within the payroll period in lieu of the actual holiday. Unless directed otherwise by the Fire Chief, such alternate day off shall be assigned to the scheduled workday either immediately following or immediately preceding the affected holiday.
- D. Regular part-time employees shall accrue holiday leave on a pro-rata basis according to hours worked.
- E. Balances in the holiday/float holiday accrual bank existing prior to the first full pay period in June of each year shall automatically be converted to a cash payment before the end of the fiscal year. The employee's last paycheck in June will include the applicable cash payment unless State or Federal regulations indicate differently. Holiday leave may not be carried over from one fiscal year to the next.

19. VACATION

- A. Covered Employees assigned to a 40-hour workweek schedule shall accrue vacation leave as follows:
 - From the date of hire through sixty (60) months of service:
3.08 hours biweekly (80 hours/year)
 - Sixty (60) months of service through one hundred and twenty (120) months of service:
4.61 hours biweekly (120 hours/year)
 - One hundred and twenty (120) months of service through one hundred and eighty (180) months of service:
6.15 hours biweekly (160 hours/year)
 - 180 months plus one day of service:
7.69 hours biweekly (200 hours/year)
- B. Covered employees assigned to a 56-hour average workweek schedule shall accrue vacation leave as follows:
 - From the date of hire through sixty (60) months of service:
4.31 hours biweekly (112 hours/year)
 - Sixty (60) months of service through one hundred and twenty (120) months of service:
6.46 hours biweekly (168 hours/year)
 - One hundred and twenty (120) months of service through one hundred and eighty (180) months of service:
8.62 hours biweekly (224 hours/year)

- 180 months plus one day of service:
10.77 hours biweekly (280 hours/year)

- C. As of the end of the first full pay period in June of each year, an employee shall have an accrual balance of no more than the number of vacation hours he/she is entitled to earn in two years of employment. If an employee's accrued vacation balance exceeds such accrual limitation, the employee shall be paid cash for the number of excess unused vacation hours on the last paycheck in June of each year. An exception to the number of hours carried over may be made at the discretion of the General Manager.
- D. Vacation leave scheduling shall occur semi-annually in December and June, during periods designated by management to ensure orderly coverage. Vacation selection shall follow a three-year rotational system. Captains shall have first selection in Year 1, Engineers in Year 2, and Firefighters in Year 3. This rotation ensures that each classification receives an equitable opportunity to select vacation first during its designated year. Requesting a holiday off will require mutual agreement from all affected parties. If a holiday is not requested, all awarded MOU vacation will not require the employee to secure their own coverage. Vacation approval will be determined by classification and by which employee's shift is adjacent to the requested time off.

1. Fire Captains (highest to lowest seniority)
2. Fire Engineers (highest to lowest seniority)
3. Firefighters (highest to lowest seniority)

Each employee may select up to two (2) consecutive rotation blocks per selection round.

Employees may waive a selection round without penalty or loss of accrued leave.

Once vacation leave has been selected and approved as provided in MOU section 19 (D), it shall only be cancelled when an unanticipated and unavoidable operational necessity exists.

If a cancellation of approved vacation occurs, and IAFF disagrees with the department's decision, IAFF and CCSO shall meet within five (5) business days to discuss IAFF's concerns.

In the event of a cancelled vacation, the affected employee shall be made whole by providing the employee with a rescheduled period of time equal to the canceled vacation.

All Captains shall complete their selections before Engineers, and all Engineers shall select before Firefighters. When all ranks have completed a round, the process repeats in the same order until no vacation blocks remain or all members decline. This will go on until each employee has had an opportunity to select as many blocks of vacation leave as is equal to the total number of his or her accrued vacation leave.

Employees may waive a selection round without penalty or loss of accrued leave.

To maintain safe staffing and operational readiness, no more than one employee may be off at the same time. An additional employee may be granted time off at the same time, only with prior approval of the Fire Chief. Seniority for all vacation picks is determined strictly by each employee's hire date. Additionally, during vacation picks, employees may secure the four days immediately preceding and the four days following their scheduled vacation, allowing them to lock in a ten-day block per rotation.

20. SICK LEAVE

- A. Paid sick leave is available to all employees for all uses permitted by law as set forth in the CCSD's Policies, Procedures & Rules.

Each full-time employee assigned to a 40-hour workweek shall accrue sick leave from the date of employment at the rate of 4.6 hours per 14-day payroll period (or 120 hours per year).

- B. Each full-time employee, assigned to a 56-hour average workweek, shall accrue sick leave from the date of employment at the rate of 6.4 hours per 14-day payroll period (based on 120 hours per year times the conversion factor of 1.4).
- C. Regular part-time employees shall accrue sick leave on a pro rata basis according to hours worked.
- D. Unused sick leave may be accumulated without limit.
- E. Sick leave may be taken for reasons provided by law as set forth in the CCSD's Policies, Procedures & Rules, and such reasons as personal illness or injury; required attendance of an employee to care for a sick or injured spouse, recognized domestic partner, child, or other immediate family member residing with the employee; or medical or dental appointments.

F. FAMILY MEDICAL LEAVE

Bargaining unit employees shall be eligible for benefits under the California Family Rights Act or Federal Family Medical Leave Act pursuant to state and federal law or CCSD policy. Leaves of absence will run concurrently with the CFRA or FMLA when applicable.

- G. Upon termination of employment in good standing (i.e., resignation/retirement excluding disciplinary termination and resignation/retirement in lieu of disciplinary termination), of a full-time or regular part-time employee, such employee shall be paid for 50% of accumulated unused sick leave, to a maximum of 900 hours for employees assigned to a forty-hour workweek (50% times 900 hours = 450 hours possible), and to a maximum of 1260 hours for employees assigned to a 56-hour average workweek (50% times 1260 = 630 hours possible).
- H. Employees may voluntarily transfer up to forty (40) hours of unused sick leave per fiscal year in one (1) hour increments to a "sick leave bank" under the conditions established herein. The sick leave transfer shall be on an hour-for-hour basis and subject to the following conditions:
 - 1. The employee donating the sick leave must have a minimum of eighty (80) hours of accrued sick leave available after the donation. No transfers of sick leave shall be allowed when the donating employee is terminated, separated, or retires from the CCSD within nine (9) months after the donation. All transfers to the "sick leave bank" shall be non-reversible, and donations shall be processed on the CCSD's Personnel Action Form in the same manner as any other leave request.
 - 2. Employees eligible to receive sick leave hours from the "sick leave bank" must have been employed by the CCSD for a minimum of eighteen (18) months, have exhausted all paid leave and are suffering from a long-term illness or injury that will result in the loss of work for a period of at least twenty consecutive (20) working days. These "sick leave bank" provisions shall extend to the required attendance of an employee for the care of a spouse, child or other immediate family member residing with the employee. The General Manager shall review,

approve, modify, or deny requests for use of the "sick leave bank" based on the employee requests and the criteria established in this Section.

3. Employees utilizing the "sick leave bank" may integrate these benefits with the provisions of the Section of this MOU entitled "*State Disability Insurance*" for SDI integration, as well as Worker's Compensation integration, provided, however, that the total compensation from these sources combined shall not exceed the employee's base salary.
 4. The CCSD reserves the right to request additional information on the nature of the injury or illness and/or require verification from a medical doctor regarding the diagnosis prior to making an eligibility determination.
 5. The maximum sick leave available for use by an eligible employee during any twelve (12) month period shall be the lesser of 1056 hours or the amount of sick leave available in the "sick leave bank". Allocation of hours from the "sick leave bank" shall commence on the date that all other leave of the requesting employee is exhausted. Subsequent eligibility by additional employees for use of the "sick leave bank" shall result in the concurrent use of available hours in the "sick leave bank".
- I. A sick leave incentive plan shall be provided for the conversion of twenty-four (24) hours of sick leave to vacation or pay if no sick leave is used by an employee during the calendar year, provided that the employee was employed continuously from January 1st through December 31st. The employee must request the conversion during the month of January for the previous calendar year. Failure to request the conversion during January will result in ineligibility for conversion for the previous calendar year. All requests for conversion are non-reversible and shall require prior approval by the General Manager.

21. BEREAVEMENT LEAVE

- A. Covered employees shall be eligible for a temporary leave of absence without loss of compensation, upon the death of any member of the immediate family. Such leave shall not exceed five calendar days per year (40 hours total for a 40-hour workweek employee or 56 hours for a 56-hour workweek employee). After use of bereavement leave has been exhausted in any calendar year, a covered employee may use other paid leave, including sick leave, if necessary, for this purpose.
- B. For purposes of this section, members of the immediate family shall be defined as mother, father, husband, wife, son, daughter, brother, sister, grandmother, grandfather, guardian with whom the employee has lived, and as provided by law. These definitions shall include "in-law" relationships in each case and "step" relationships in the case of parents and children.
- C. The above-referenced bereavement leave will also apply to leave for a reproductive loss event, defined as a failed adoption, failed surrogacy, miscarriage, stillbirth, or an unsuccessful assisted reproduction. If an employee experiences more than one reproductive loss event within a 12-month period, the employer is not obligated to grant a total amount of reproductive loss leave time in excess of 20 days within a 12-month period.

22. JURY DUTY

Covered employees who are called or required to serve as a trial juror, upon notification and appropriate verification submitted to the Fire Chief, shall be entitled to be absent from his/her duties with the CCSD

during the period of such service or while necessarily being present in court as a result of such call. The employee's normal compensation shall be continued during such period of jury duty. The employee shall relinquish to the CCSD any compensation received for jury service.

23. UNIFORM AND PERSONAL GEAR ALLOWANCE

The CCSD agrees to provide each employee covered under this Memorandum of Understanding with a personal gear allowance of five hundred dollars (\$500.00) per fiscal year, payable in July. This allowance may be used for the purchase or replacement of boots or other personal gear not otherwise provided by the departments. In addition, the CCSD shall provide and cover the cost of all equipment, tools, and protective items required for employees to perform their assigned duties and to participate in out-of-county assignments or deployments.

Covered employees shall maintain a minimum of two sets of uniform clothing (pants and shirts) and one pair of CAL-OSHA-approved fire safety boots (station boots). All uniform clothing and boots must be kept in a clean, serviceable condition and free from excessive wear. Uniform items or boots that are faded, torn, or otherwise unserviceable may not be worn while on duty.

Uniform clothing, as defined above, may be replaced on an as-needed basis as determined by the CCSD, up to a maximum of one uniform per year. The CCSD reserves the right to inspect covered employees' uniforms to determine whether replacement with a CCSD-issued uniform is warranted.

24. HEALTH BENEFITS

- A. In the event that legislation is passed allowing for local PERS agencies to reduce contributions for retiree health insurance coverage, all employees retiring after the effective date of such legislation shall be provided health insurance coverage at the same ratio as current employees. Employees retiring prior to such legislation shall have insurance coverage as currently provided.
- B. For all regular employees working full time, the CCSD will pay 85% of the premiums currently in effect for employee and dependent coverage for the lowest cost plan available to CCSD employees offered through the PERS system. However, the CCSD shall have the unilateral discretion to provide a higher-level plan. The CCSD payment is inclusive of the PERS minimum health contribution. The balance of the total CCSD contribution is a cafeteria like plan contribution. In the event an employee elects a higher cost coverage, the employee shall pay the increased cost for that plan. CCSD premium payments apply to retirees and their dependents as applied to active employees and their dependents for employees/retirees hired before October 1, 2012.
- C. Employees hired after October 1, 2012, shall be eligible to receive retiree health contributions in an amount equal to PERS minimum health contributions only.
- D. **HEALTH REIMBURSEMENT ACCOUNT (HRA)**
 - (i) **Regular employees**, after completion of their probationary period, shall be eligible for the Health Care Reimbursement Program.

Eligible employees shall receive a credit of \$1300 in the approved program for eligible reimbursable costs January 1st each year. This program shall be administered by an approved third-party provider and shall conform to all applicable laws, rules, and regulations.

- (ii) **Probationary employees** shall become eligible for this benefit upon successful completion of their probation. The benefit is pro-rated for new employees and is not retroactive. It takes effect with the next full pay period after passing probation. Employer contributions are \$50 per pay period for the remaining periods in the calendar year after passing probation. Reinstated employees would be covered by this section.

Promotional probationary employees are not subject to the same guidelines as new probationary employees. Promotional probationary employees are covered under paragraph (i) above as a regular employee.

- (iii) **Part-time employees** hired after July 1, 2006, are eligible for a pro-rated portion of the benefit. For example, half-time employees will be eligible for \$25 per pay period after successfully passing probation. Non-probationary half-time employees are eligible for \$650 on January 1st. Full-time employees who convert to a part-time schedule will also have this benefit prorated based on their average hourly work schedule.

(iv) **Retired Employees**

Retirees who qualify for this benefit:

- This benefit applied only to Local 4635 employees who were active as of July 1, 2006, and to employees who retired between July 1, 2004, and June 30, 2006. All employees who qualified for this benefit have now retired, and it no longer applies to any active employees.

Retirees who do not qualify for this benefit:

- Employees hired on or after July 1, 2006 will not be eligible for this benefit after separation from the CCSD whether through retirement, voluntary separation, or any other means.
- The benefit does not extend into retirement if the employee did not retire from the CCSD but retires from another agency.
- This benefit does not extend to people who retired before July 1, 2004 – as the benefit did not exist for retirees before July 1, 2004.
- Upon death of the retired employee, this benefit does not extend to the spouse of the retired employee.

25. DENTAL INSURANCE

- A. For all regular employees working full-time, the CCSD will pay 85% of the premiums for employee and dependent coverage for the lowest cost dental plan. In the event the employees elect a higher cost coverage, the employees shall pay the increased cost for that plan.
- B. The CCSD and employees shall each pay 50% of any increase in dental benefit premiums.

26. LIFE INSURANCE

A Group Life Insurance Plan will be provided with a \$25,000 life insurance policy for each unit member, a \$1,000 policy for each employee's spouse, and a \$1,000 policy for each employee's dependent under the age of 21. The CCSD will pay the full monthly premium for each unit member, spouse, and dependent children.

27. DOMESTIC PARTNERS

Domestic partners (as defined by Family Code Section 297 and registered with the State of California) shall be included as dependents and eligible for specific benefits as is legally required.

By extending to an employee the specific benefits defined by this Article, the CCSD does not intend to confer or imply any other unspecified benefits to such employee, or to the employee's domestic partner.

28. RETIREMENT

A. The CCSD provides a Retirement Program for all regular employees working half-time or more. The Retirement Program may be provided through contract with the California Public Employees Retirement System (PERS), as is currently provided, and may be integrated with the Federal Social Security Program, as is currently provided. The CCSD shall provide the PERS 3% @ 50 public safety retirement plan for covered employees, including single highest year computation, for all employees hired before December 28, 2012. All covered employees hired on or after December 28, 2012 who are not defined as "new members" under the Public Employees' Pension Reform Act ("PEPRA") will be covered by the 3% @ 55 retirement formula and the 36 highest consecutive months' final compensation provision. All covered employees hired on or after January 1, 2013, and who are defined as "new members" under PEPRA will be covered by the 2.7% at 57 retirement formula and the 36 highest consecutive months' final compensation provision.

B. The current employee share contribution to the PERS Retirement Program is 9% of wages and is subject to change.

Employees who are not subject to PEPRA shall pay 100% of the entire designated employee share of PERS retirement contributions. Employees defined as "new members" under PEPRA shall pay 50% of the total normal cost of the retirement benefits, as determined by CalPERS.

C. The employee's share of mandated Social Security contributions is paid 100% by the employee, by payroll deduction. The employer's share of mandated Social Security contributions is paid 100% by the employer.

29. STATE DISABILITY INSURANCE (SDI)

The CCSD shall provide for the integration of SDI benefits with sick leave or vacation leave on a pro rata basis. The procedure shall not allow the employee to receive more than he/she would have received if the employee were on regular duty but shall allow the employee to receive a full salary for as long as his/her sick leave and vacation leave will allow through such integrated use.

30. ADVANCEMENT IN SALARY (MERIT ADJUSTMENTS)

A. The salary range set forth for each classification is divided into five (5) steps that are implemented as follows. Salary steps within a range are typically established in five percent (5%) increments.

B. Typically, upon appointment to any classification within the CCSD system, an employee is placed at the beginning ("A") step of the range. Upon determination of the General Manager that the needs of the CCSD and the qualifications of the employee so warrant, a newly appointed employee may be assigned to any step in the salary range. A current copy of the salary ranges for bargaining unit classifications can be found on the CCSD website (see appendix A).

- C. Progression from one step in a salary range to the next shall be based upon a satisfactory written performance evaluation provided by the Fire Chief and accompanied by a recommendation to the General Manager to implement a step increase. The decision to implement such an increase shall rest with the General Manager.
- D. Progression from the initial step in the range to the next step will typically occur upon the satisfactory completion of a one-year probationary period. All subsequent salary increases within the salary range shall typically occur at one-year intervals, based on satisfactory performance.
- E. Covered classifications are assigned to salary ranges as provided in Appendix “A” attached.

31. SALARY

A. *Longevity Pay*

Employees hired on or after June 25, 2015, are not eligible to receive Longevity Pay.

B. *Accrual Cash Outs*

Accrual cash outs shall be paid on the employee’s base pay rate only. All overtime pay, incentive pay including merit, allowances and other specialty pay is excluded from all accrual cash out calculations.

C. *Salary Increases*

During the term of this agreement the parties have negotiated the following wage increases to provide both cost of living increases and equity adjustments:

First year of the agreement:

Effective the first full pay period following ratification and Board approval 5% wage adjustment for classifications in the bargaining unit.

Second year of the agreement:

Effective the first full pay period following ratification and Board approval 6% wage adjustment for classifications in the bargaining unit.

During the course of this agreement, if the CCSD’s non-discretionary expenses significantly surpasses projections, the CCSD shall have the right to reopen this agreement to avoid potential layoffs or reductions in services.

32. SALARY AND BENEFITS CONVERSION

A. *The Multiplier*

When a covered employee is transferred from one work schedule to another (e.g. 40-hour to 56-hour average), hourly rates of pay, leave accruals, overtime pay, and all other pay and benefits that are affected by an hourly computation shall be converted to the appropriate proportional amount. The conversion factor from a 40-hour week to a 56-hour average week shall be 0.714. The conversion factor from a 56-hour average week to a 40-hour week shall be 1.4.

B. *Modified Duty*

When a covered employee is assigned to a modified duty position, due to illness or injury, such assignment shall be on a 40-hour week basis. Such assignment shall occur at the sole discretion of the Fire Chief and shall only be made when there is sufficient benefit to the CCSD to warrant such assignment.

33. DEFERRED COMPENSATION 457 MATCH

The CCSD shall provide a matching monthly contribution of \$25.

34. PARAMEDIC CERTIFICATE/ACCREDITATION

Local 4635 employees who possess a valid Paramedic Certificate/Accreditation in San Luis Obispo County will be required to perform paramedic services as part of their regular duties. Failure to maintain the required paramedic certification/accreditation may result in the loss of paramedic duties and, at the CCSD's discretion, could impact the CCSD's ability to provide ALS/paramedic services, including meeting the requirement of one paramedic per shift.

The CCSD will continue reimbursing current full-time employees for the following costs necessary to maintain their San Luis Obispo County Paramedic Accreditation:

- Paramedic license renewal every two years
- 48 hours of continuing education, with the opportunity to complete on-duty via Vector Solutions
- Attendance at six base station meetings over two years, including overtime and/or backfilling costs
- County ALS Class through SLO EMSA AP

Employees hired as paramedics are required to maintain all necessary paramedic certification and accreditation. Failure to do so, if attributable to the employee, may result in the discontinuation of any associated paramedic assignment pay until proof of current certification and accreditation is provided to the CCSD. Employees who do not meet the minimum requirements for certification, accreditation, education, or employment as a paramedic are not eligible for reimbursement of related expenses and must return any advance payments received.

35. WORKING OUT OF CLASS

Interim Assignments: Covered employees who are assigned by the Fire Chief or the CCSD General Manager to work in a higher classification for any period longer than 30 days or ten (10) normal workdays in one pay period shall be paid at the "A" step of the assigned higher salary range, provided that such out of class pay shall not be less than 5% above the assigned employee's normal pay rate. This provision does not apply to opportunities for Acting Chief assignments.

Temporary Assignments: Covered employees who are assigned by the Fire Chief or the CCSD Manager to work in a higher classification for any period less than 30 days or less than ten (10) workdays shall be paid for the entire period they are assigned to work in such higher classification at 5% above the assigned employee's normal rate of pay.

No out-of-class/position assignment shall exceed nine hundred sixty (960) hours per fiscal year when the temporarily reassigned employee is providing coverage during recruitment to fill a vacant higher-level classification.

36. ACTING DUTY CHIEF

The positions of Acting Chief (AC) and Duty Officer (DO) will be assigned by the Fire Chief when the Fire Chief is unavailable for response for an extended period as determined by the Fire Chief. When these duties are assigned, the applicable Specialty Pay will begin at the time of assignment, to coincide with the Fire Chief's absence and to provide continuous response coverage.

The assigned Captain on duty will provide coverage as the Acting Chief (AC) during their regular shift and shall receive \$35 Specialty Pay per 24-hour shift in addition to their regular pay. Such pay shall be in lieu of any salary increase, and for payroll purposes may be paid in hourly increments for such assignments.

To ensure proper coverage, the Fire Chief may assign the position of Duty Officer (DO) to an off-duty Captain who will be on standby, will respond to calls and will provide the necessary coverage. While on standby they will receive \$90 Standby Pay per 24-hour shift. Such pay shall be in lieu of any salary increase and for payroll purposes may be paid in hourly increments for such assignments. Additionally, they shall be paid for their response time in accordance with their current MOU Section 17, CALL BACK; *"Each non-exempt employee who responds to a call-back from off-duty status shall be compensated at a minimum of two (2) hours for each response. If the actual call back event extends beyond two (2) hours, all time worked will be compensated on an hour for hour basis and be counted as hours worked for purposes of overtime calculations."*

The Chief may designate an alternative staff member as he or she deems appropriate to serve as the duty officer in charge.

37. PROMOTIONAL ADVANCES

When a covered employee is promoted to a higher classification, he/she will typically be placed at a step in the salary range of the new position which will result in a salary increase of at least 5%. If the top step ("E") of the new range does not allow for a 5% increase, the appointment shall be made to the top ("E") step of the promotional position range.

38. POLICY DEVELOPMENT

It is recognized that the CCSD and the Fire Department are continuously involved in developing methods to improve the delivery of services to the public and to increase operational effectiveness. To this end, the CCSD will consult with the Local 4635 over the development of new policies, procedures, rules and regulations; the modification of existing policies, procedures, rules and regulations; the introduction of new methods and technologies to department operations, as deemed necessary during the term of this agreement. Due consideration will be given to the interests of the Local 4635 in the implementation of any such policies, procedures, rules and regulations or the implementation of new methods or technologies.

39. PART-TIME EMPLOYEES

- A. An average of under 20 hours per week will receive a pro-rata portion of vacation, sick leave, and holiday pay only as recognized for new hires.
- B. An average of over 20 hours per week will receive a pro-rata portion of leave, i.e., vacation, sick leave, and holiday pay as recognized for new hires. No health benefits, PERS retirement if and when eligible for membership.

C. An average of over 30 hours per week: will receive a pro-rata portion of health benefits, dental benefits, vacation, sick leave, and holiday, as recognized for new hires and PERS retirement in pro-rata portion.

40. SEVERABILITY

If any section of this MOU shall be found invalid or unlawful by reason of existing or subsequently enacted legislation, or by judicial authority, all other sections of this MOU shall remain in full force and effect for the duration of the term of this MOU.

41. TERM OF MEMORANDUM OF UNDERSTANDING

The term of this MOU shall be from January 8, 2026, through January 8, 2028. On mutual agreement of the parties, items subject to the meet and confer process may be opened for discussion except for wages and retirement benefits. Additionally, upon written notification by the CCSD, Local 4635 agrees to promptly meet and confer over proposed changes to the CCSD's Policies, Procedures & Rules that significantly affect employees' wages, terms, and working conditions.

The undersigned have signed this Memorandum of Understanding as of the dates indicated below.

CAMBRIA COMMUNITY SERVICES DISTRICT:

By:  Date: 1/9/2026
Matthew McElhenie
General Manager

CAMBRIA FIREFIGHTERS/INTERNATIONAL ASSOCIATION OF FIREFIGHTERS (LOCAL 4635

By:  Date: 1/9/2026
Michael Castellanos
Local 4635
CCSD Fire Captain

Appendix A

A current copy of the salary ranges for bargaining unit classifications can be found on the CCSD website:
<https://www.cambriacsd.org/salary-schedule>