

MEMORANDUM OF UNDERSTANDING
Training Officer

This Memorandum of Understanding ("MOU") is made by and between the Missoula Rural Fire District ("MRFD") and the Local 2457, International Association of Firefighters and is effective upon the date of final signature through the end of the current Collective Bargaining Agreement ("CBA") on June 30, 2022.

This MOU represents the understanding and agreement of the parties amending the Training Officer ("TO") position to reflect a change in the incentive pay structure. This MOU exclusively amends the CBA as described below, without the need to open the current CBA for negotiations. The parties agree that nothing contained herein modifies any other requirement, term or provision of the CBA currently in effect except as defined below. The parties also agree that the employee currently holding the Training Officer position shall be grandfathered under the original language and the below amendments shall not specifically apply to him.

The parties further agree that the TO base wage schedule and position, definition, wages and incentives as set forth herein shall be incorporated into the subsequent CBA inclusive of Appendix A and Appendix B and associated amendments as applicable and shall include the agreed upon provisions as follows:

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The TO shall receive \$6,000.00 annually to be added to the base wage corresponding to the TO's existing rank. All MRFD personnel shall be eligible for the TO position except those within the rank of FFI and FFII. No one will be allowed to hold both the TO and a RVC, RM, AM, or DFM position.

The TO may return to the floor at their current rank with a one-year notice, or less if approved by the Fire Chief. The employee may return to a lower rank with no loss of rank pay if a vacancy is not currently available at their rank when returning to the floor. The next available vacancy, within their correct rank, will be filled by the employee.

The TO position is a three-year term. At the end of the TO's three-year term, he/she has the option to reapply for subsequent three-year terms. The District will accept applications from all qualified MRFD applicants every three years or when a vacancy in the position occurs.

The TO is eligible to enter the promotional process when vacancies occur. In order for the TO to be promoted, they must assess and be ranked within the given number of vacancies. Example: If the TO currently holds the rank of Lieutenant and a promotional process is open to fill three (3) Captain positions, the TO must rank in the top three (3) following the assessment. The person that was fourth in the assessment will fill the third vacancy in suppression.

The above provisions hereby amend and replace the following provisions of the CBA in their entirety:

Appendix A – Base Wage Schedule

The Training Officer shall receive \$4,000.00 annually to be added to the base wage corresponding to the Training Officer's existing rank. Training Officer who has acquired certification of Montana Fire Instructor I Professional Qualification shall receive an additional \$2,000 annually (total of \$6,000 annually) added to the base wage corresponding to the Training Officer's existing wage. If the class is available, Instructor I shall be completed within 18 months of the Training Officer's hire/promotion date. The Training Officer who has acquired certification of Montana Fire Instructor II Professional Qualification shall receive an additional \$2,000 annually (total of \$8,000 annually) added to the base wage corresponding to the Training Officer's existing wage. If the class is available, Instructor II shall be completed within 3 years of the Training Officer's hire/promotion date. Training Officer who has acquired certification of Montana Fire Instructor III Professional Qualification shall receive an additional \$2,000 annually (total of \$10,000 annually) added to the base wage corresponding to the Training Officer's existing wage. If the class is available, Instructor III shall be completed within 5 years of the Training Officer's hire/promotion date. The Training Officer who has successfully completed Fire and Emergency Services Training Program Management (RO445) at the National Fire Academy (NFA) shall receive an additional \$2,000 annually (total of \$12,000 annually) added to the base wage corresponding to the Training Officer's base wage. The expected order of completion of the Training Officer incentive certifications/courses is Instructor I, II, III and then NFA RO445, unless otherwise approved by the Fire Chief. If the Training Officer comes into the position with any of the required certifications/courses, the Training Officer will receive the incentive pay for the certification(s)/course(s) already completed.

At the time that the Training Officer has successfully acquired certification as Montana Fire Instructor I, II, and III and NFA RO445, the Training Officer may request the District Fire Chief's approval to pursue Hazmat Technician and/or Paramedic certification. The Training Officer is the only position in the District that is eligible for the Training Officer incentive.

In Lieu of the incremental completion of Montana Fire Instructor Professional Qualification I, II, and III along with NFA (RO445), the Training Officer shall have the option to attain the designation of Chief Training Officer (CTO) through the credentialing process of the Center for Public Safety Excellence (CPSE). Attaining the designation of Chief Training Officer through CPSE will represent all pay increases within the Training Officer's incentive agreement (\$12,000 annually).

Appendix B – Definitions

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The Training Officer incentive schedule will work in conjunction with the wage schedule set in the current CBA. All MRFD personnel shall be eligible for the Training Officer position except those within the rank of FFI and FFI. No one will be allowed to hold both the Training Officer and a DIM position. Training Officer training is available to all employees; however, the incentives are only available to the Training Officer position.

The Training Officer may return to the floor at their current rank with a one-year notice, or less if approved by the Fire Chief. The employee may return to a lower rank with no loss of pay if a vacancy is not currently available at their rank when returning to the floor. The next available vacancy, within their correct rank, will be filled by the employee.

The Training Officer position is a three-year term. At the end of the Training Officer's three-year term, he has the option to reapply for subsequent three-year terms. The District will accept applications from all qualified MRFD applicants every three years or when a vacancy in the position occurs.

The Training Officer is eligible to enter the promotional process when vacancies occur. In order for the Training Officer to be promoted, they must assess and be ranked within the given number of vacancies. Example: If the Training Officer currently holds the rank of Lieutenant and a promotional process is open to fill three (3) Captain positions, the Training Officer must rank in the top three (3) following the assessment. The person that was fourth in the assessment will fill the third vacancy in suppression.

MISSOULA RURAL FIRE DISTRICT

LOCAL 2457, IAFF

Ben Murphy Date
Board Chair

Kory Burgess Date
President

Chris Newman Date
Fire Chief