

**SIDE LETTER**

**INCREASE STAFFING TO MINIMUM EMERGENCY RESPONSE FORCE**

**BETWEEN**

**ROSS VALLEY FIRE DEPARTMENT**

**AND**

**ROSS VALLEY FIREFIGHTERS' ASSOCIATION LOCAL 1775**

The Ross Valley Fire Department (hereinafter Department) and the Ross Valley Firefighters' Association (hereinafter Association) have mutually agreed to the following:

- Effective May 15, 2025 Section 12 (b) of the Ross Valley Firefighters' Association Local 1775 Memorandum of Understanding shall be replaced with the following:

**12. WORKING CONDITIONS**

- b. Authority agrees that during the term of this agreement, a minimum emergency response force of ten (10) personnel shall be maintained. The response force shall consist of a Battalion Chief or Acting Battalion Chief and nine (9) Captains, Engineers and/ or Firefighter/ Paramedics; two of the nine must be Captains. Policy 213 (Staffing) is hereby incorporated by reference.
- 1) Twenty-four (24) hour shift employees assigned to inspection, training, maintenance or other duty to be counted as within emergency response Force.
  - 2) Regular shift assignments to be supplemented by overtime as needed.
  - 3) No engine company to consist of fewer than, and no station to operate with less than two (2) personnel one of which must be a Captain or Acting Captain.
  - 4) The minimum standard may be waived by the Chief in the event of multiple work-connected injuries, prolonged mutual aid response to another jurisdiction, similar major emergency, or combination of such factors.
  - 5) At all times there must be a Battalion Chief or Acting Battalion Chief on duty or available.

If the foregoing is in accordance with your understanding, please sign below:

\_\_\_\_\_  
Board President Steve Burdo

\_\_\_\_\_  
Association President, Thomas Pastalka

Date: \_\_\_\_\_

Date: \_\_\_\_\_