

**SIDE LETTER AGREEMENT
BETWEEN
ORANGE COUNTY FIRE AUTHORITY
AND
ORANGE COUNTY FIRE AUTHORITY CHIEF OFFICERS ASSOCIATION**

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

WHEREAS, the 2023-2027 Memorandum of Understanding (MOU) between the Parties became effective on July 1, 2023; and

WHEREAS, the Parties have identified a disparity among bargaining unit members with regard to Article I relating to DC Flex Time provisions affecting COA members; and

WHEREAS, the Parties agree to modify the MOU as identified below, to better align such provisions within the COA bargaining unit. These changes shall become effective on the first day of the pay period following approval by the Board of Directors.

DIVISION CHIEF FLEX TIME

The current flex time language for Division Chiefs provides for cash-out of Flex Hours that accumulate above a cap of one hundred sixty (160) hours, at a rate of one and one-half (1.5) times the base rate of pay. The intent of limiting the Division Chief Flex Time Bank to 160 hours was to decrease accrued liability and cost to the OCFA. The COA would like to adjust this section of the MOU to provide parity with the Battalion Chiefs who currently have the option to bank flex time or take the hours for pay. Therefore, the Parties agree to modify the third paragraph of Article 1, Section 7.B, as identified by the redlined/tracked changes below.

Effective with this Side Letter, all flex hours earned may be banked as DC Flex Time, or cashed out as overtime (at one and one-half times the base rate of pay), at the discretion of the Division Chief. The maximum number of Flex Hours that can be accumulated in the DC Flex Bank is one hundred sixty (160) hours. Once an employee has banked one hundred sixty (160) Flex Hours in their DC Flex Bank, they will automatically be compensated at one and one-half (1.5) times their base rate of pay for each ~~of these hours~~ worked in excess.

ORANGE COUNTY FIRE AUTHORITY

ORANGE COUNTY FIRE AUTHORITY
CHIEF OFFICERS ASSOCIATION

TJ McGovern
Fire Chief

Justin Truhill
COA President

Robert Cortez
Deputy Chief, Administration and Support Bureau

Justin Neville
COA Vice President

Stephanie Holloman
Assistant Chief of Human Resources

Sara Kennedy
Assistant Chief of Business Services

Date

Date