

ASSIGNMENT AGREEMENT - FIREFIGHTING & RESCUE DIVISIONS

In accordance with Departmental policy (Official Notice #91039) it shall be the goal to achieve ethnic and gender diversification of personnel assigned to all Fire stations. "Diversity" shall be defined as having at least one anglo male, one black male, one latin male and one female assigned to a station. Firefighting and Rescue personnel will be considered when determining whether a station is diversified or not.

Procedures for assignments to stations that are not diversified:

When a station is not diversified openings shall be filled from qualified members requesting the assignment in the following order:

1. If the senior member is of an ethnic or gender classification required to achieve diversification, he/she will receive the assignment.
2. The senior member of an ethnic or gender class required to achieve diversification, whose transfer will not undiversify their current assignment.
3. If all of the members of ethnic or gender classifications required are being used to diversify their current assignments, the assignment shall be given to the senior member who requests the assignment.

Procedures for assignments to stations that are diversified:

When stations are diversified or number three (3) above applies, the senior qualified member requesting an open assignment shall be granted the assignment.

Eligibility to bid: Permanent employees shall have a right to bid for open positions. Groups of probationary employees may be allowed to bid at the discretion of the Chief of Operations. (Example: a group of probationary Lieutenants have completed five months of probation, the Chief of Operations may allow them all to bid for current openings, but can not single out some individuals and permit them to bid and deny others.) The Chief of Operations shall inform the collective bargaining agent on occasions when probationary employees will be permitted to bid, prior to opening the process.

FIREFIGHTING DIVISION

Seniority: Seniority used in bidding for open positions shall be based on criteria as outlined in this section.

1. Chief Fire Officers shall include permanent Chief Fire Officers based on time in grade.
2. Captains shall include permanent Captains based on time in grade.
3. Lieutenants shall include permanent lieutenants based on time in grade.
4. Drivers shall include all members who have passed the Department Reserve Driver/Engineer course based upon departmental seniority. Drivers must be legally authorized by the State of Florida to drive fire apparatus prior to the bid deadline, to be eligible to bid for an opening.
5. Firefighters shall include all permanent Firefighters based on departmental seniority.

Openings

1. Open positions shall be defined as all vacant positions (including those filled by temporary assignment), including Officer swing positions. Members may only bid for open positions that are advertised. The number of Officer swing positions per shift shall be determined solely by the Chief of Firefighting. Officer swing positions shall be by shift only (not by District).
2. All open positions shall be advertised by Official Notice, except as outlined under "Mass Openings".
3. The Firefighting Division will keep a list of positions that have been advertised but had no requests. If at a later date, there is a request for an opening, permanent members that are filling these positions will have the option to remain or return to their previous assignment.
4. Members shall be given at least 15 days from the date of the official notice to request an assignment.
5. When possible, open positions within the same station shall be filled from the highest classification prior to advertising lower classifications. (example: Captains advertised and filled, then lieutenants, then drivers and firefighters.)
6. Members can be held in their current position until a replacement is properly trained. (R days and V days shall be

selected in the district/shift they will be assigned to).

7. Staffing adjustments for Firefighters to balance shifts shall be filled in the following order:

- a. Senior member requesting assignment.
- b. If there are no requests the least senior permanent Firefighter will be transferred from the heavier shift. Firefighters moved will have their current positions held until they are able to return.

8. Positions that are being held for members assigned temporarily to other positions (i.e. Rescue, FPB draftees), may be temporarily filled in the interim. If assignment pay is applicable it shall be paid to the temporary member, until the transferred member returns.

9. When personnel problems arise that require members to be moved, the Chief of Firefighting may, on a one-time basis, authorize members within the affected station to exchange assignments for a period up to six (6) months, with the consent of all involved members. This is intended to give individuals time to bid for open assignments, resolve interpersonal conflicts, etc. If at the end of the six months any of the affected members remain in the temporary assignment(s), they will be returned to their previous assignment(s). This section shall not be used to circumvent bidding procedures.

Qualifications and Procedures

1. Chief Fire Officers (CFO) - open positions for CFO shall be filled in the following order:

- a. District Chief:
 - (1). Senior permanent CFO in grade requesting the assignment.
 - (2). If no requests are made, the Chief of Firefighting may fill the position using either a probationary CFO or the swing CFO from the same shift.
 - (3). Probationary CFOs shall be assigned to unrequested openings at the will of the Chief of Firefighting.

b. Deputy Chief of Firefighting:

- (1). The Chief of Firefighting shall choose from those Chiefs requesting the open assignment.
- (2). If no Chief requests the open assignment, the least senior permanent Chief will be assigned or the Chief of Firefighting may temporarily assign a probationary CFO.

2. Captains - open positions shall be filled in the following order:

- a. Senior Captain in grade requesting the assignment.
- b. If no requests are made, the least senior permanent swing Captain from the shift will be assigned or the Chief of Firefighting may temporarily assign a probationary Captain. When there are multiple openings that are unrequested, seniority will be used to determine who has first choice of the openings. (Example: there are two openings that are unrequested. The Chief of Firefighting chooses not to fill the openings with probationary Captains. The two least senior permanent swing Captains from the shift will be assigned. The most senior of the two will be given the first choice of the openings.)

3. Lieutenants - open positions shall be filled using the same procedure as Captains, using time in grade.

4. Drivers - open positions shall be filled in the following order:

- a. Senior Driver requesting the assignment.
- b. Senior Firefighter requesting the assignment willing to attend the next available driver/engineer course.
- c. If there are no requests, the District Chief may fill the position in accordance with the OPM 4-1-2.
- d. If the District Chief cannot recruit a driver, he may assign one within his district.

5. Firefighters - open positions shall be filled in the following order:

- a. Senior Firefighter requesting the assignment.
- b. Probationary Firefighters shall be assigned at the will of the Chief of Firefighting.
- c. The Chief of Firefighting will determine how many positions are allotted to each station based on the number of firefighting personnel assigned to the division.

6. Hazardous Materials Team

- a. Senior Officer/Firefighter who has 40 hours of Hazardous Materials (Safety Systems, National Fire Academy, Miami Dade Community College, or equivalent) that requests assignment.
- b. Senior Officer/Firefighter that requests assignment.
- c. If there are no requests for assignment, the least senior permanent Officer/Firefighter in an unassigned position shall be assigned.

7. Dive Team - There will be a maximum of 8 designated diver positions per shift assigned to the Station with the dive team.

- a. Senior Officer/Firefighter who is N.A.U.I. or P.A.D.I. certified.
- b. The senior Officer/Firefighter that is willing to become a certified diver.
- c. The senior Officer/Firefighter that requests assignment.

RESCUE DIVISION

Seniority: Seniority used in bidding for open positions shall be based on criteria as outlined in this section.

1. Captains shall include permanent Captains based on time in grade.
2. Lieutenants shall include permanent lieutenants based on time in grade.
3. Firefighters shall include all permanent Firefighters based on departmental seniority.

Openings

1. Open positions shall be defined as all vacant positions (including those filled temporarily by assignment), including Officer and Firefighter swing positions. Members may only bid for open positions that are advertised.
2. All open positions shall be advertised by Official Notice, except as outlined under "Mass Openings".
3. The Rescue Division will keep a list of positions that have been advertised but had no requests. If at a later date, there is a request for an opening, permanent members that are filling these positions will have the option to remain or return to their previous assignment.
4. Members shall be given at least 15 days from the date of the official notice to request an assignment.
5. When possible, open positions within the same station shall be filled from the highest classification prior to advertising lower classifications. (example: Captains advertised and filled, then lieutenants, and then firefighters.)
6. When personnel problems arise that require members to be moved, the Chief of Rescue may, on a one-time basis, authorize members within the affected Rescue unit to exchange assignments with another Rescue unit for a period up to six (6) months, with the consent of all involved members. This is intended to give individuals time to bid for open assignments, resolve interpersonal conflicts, etc. If at the end of the six months any of the affected members remain in the temporary assignment(s), they will be returned to their previous assignment(s). This section shall not be used to circumvent bidding procedures.

Qualifications and Procedures

1. Rescue Operations Officer

- a. The Chief of Rescue shall choose from those Captains requesting the open assignment.
- b. If no Captains requests the open assignment, the least senior permanent paramedic Captain will be assigned or the Chief of Rescue may temporarily assign a probationary Captain.

2. Rescue Battalion Captains - open positions shall be filled in the following order:

- a. Senior Captain in grade requesting the assignment meeting the minimum requirements. Minimum requirements are; permanent Fire Captain, State certified Paramedic, at least two years of continuous service on Rescue, no reprimands or suspensions in the previous 12 months.
- b. If none of the bidders meet the minimum requirements the candidate meeting the most in the order listed below will receive the assignment. All ties will be broken by selecting the most senior member, using seniority in grade.
 1. Permanent Captain, Paramedic, two years on Rescue, no reprimands/susensions
 2. Permanent Captain, Paramedic, no reprimands/susensions
 3. Permanent Captain, Paramedic
 4. Permanent Captain
- c. If no requests are made, the least senior permanent swing paramedic Captain will be assigned or the Chief of Rescue may temporarily assign a probationary Captain.

3. Lieutenants - openings shall be filled in the following order:

- a. Senior permanent certified Paramedic/Lieutenant requesting the assignment using time in grade.
- b. Senior permanent Lieutenant has completed or is attending the Paramedic course, using time in grade.
- c. Senior EMT/Lieutenant willing to attend the next available paramedic course.
- d. If no request are made the least senior permanent Paramedic swing Lieutenant will be drafted. Drafted Lieutenants will have their positions held until they are able to return.

4. Firefighters - open positions shall be filled in the following order:

- a. Senior paramedic Firefighter requesting the assignment, using department seniority.
- b. Senior Firefighter requesting the assignment who has completed or is attending the Paramedic course, using department seniority.
- c. Senior Firefighter requesting the assignment willing to attend the next available Paramedic course, using department seniority
- d. If there are no requests for the assignment, the least senior permanent paramedic Firefighter will be drafted. Drafted Firefighters will have their positions held until they are able to return. Drafting shall occur in the following order:
 - (1) Least senior permanent Firefighter who is a state certified Paramedic.
 - (2) Least senior permanent certified EMT Firefighter.
 - (3) Least senior permanent Firefighter.

All drafting will be from the Firefighting division, excluding members of the Hazardous Materials team and up to a total of eight certified divers assigned to the Dive Team. Drafted members will have their current assignment held until they are able to return or accept another bid.

5. Paramedic Instructor - shall be filled in the following order:

- a. Senior Lieutenant in grade requesting the open assignment and meeting the minimum requirements. If no Lieutenants meet the requirements the senior Firefighter requesting the assignment meeting the requirements.

The minimum requirements are:

1. State Certified Paramedic
2. ACLS Instructor Certified
3. Educational methodology or equivalent

- b. If no requests are made, the Chief of Rescue may accept a voluntary Firefighter or Lieutenant, or who is willing to obtain the above requirements.

6. Quality Assurance Officer shall be filled in the following order:

- a. The senior Lieutenant requesting the open assignment and meeting the minimum requirements.

The minimum requirements are:

1. State Certified Paramedic

2. ACLS Instructor Certification
3. Minimum one year continuous service in Rescue
4. No reprimands or suspensions in previous 12 months

b. If no request are made, the Chief of Rescue may temporarily accept a voluntary permanent or probationary Lieutenant who does not meet all the requirements.

Mass Openings - applies to all positions available regardless of what division they are in.

1. When a large number of openings occur (i.e., retirements, promotions, etc.) the following procedures may be used.
2. Available positions shall be advertised by Official Notice, regardless of what division they are in (Firefighting, Rescue, FPB).
3. Members shall fill out transfer forms requesting assignment to any positions they desire, regardless of whether they are open or currently filled. Assignment requests will be in order of priority. Members not wanting to transfer will indicate so on the form.
4. As positions open, they shall be filled in accordance with the procedures within this agreement.

Example: Openings are advertised for the following vacant positions:

Lt. Station 8A	Lt. Station 6B
Lt. Station 10C	FF. Rescue 5C
FF. Station 1C	

Lt. Smith fills out a transfer form requesting the following assignments:

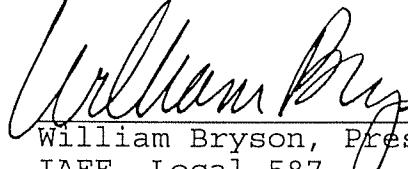
Station 4B	<u>1</u>
Rescue 5C	<u>2</u>
Station 8A	<u>3</u>
Station 6B	<u>4</u>
Station 10C	<u>5</u>

As positions open Lt. Smith will receive assignments he has requested. If openings occur because of other transfers, Lt. Smith will continue to be moved into requests higher on his priority form, regardless of what division the position is in.

This agreement will be reviewed annually at the request of either party. Changes may be made by mutual agreement.



Carlos Gutierrez, Director
Department of Fire, Rescue &
Inspections



William Bryson, President
IAFF, Local 587

Date: 12/9/93

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