



PROPOSED ILA WITH LCFD #6

SHARING OF FIRE CHIEF SERVICES

JULY, 8 2019



BACKGROUND

- City Fire personnel were moved to District #6 Headquarters Station in August 2018 after Station 48 had to be vacated due to safety concerns.
- LCFD #6 and its personnel have made numerous accommodations to facilitate the sharing of the Station on a long-term basis.
- LCFD #6 is in need of an interim Fire Chief while they search for a person to fill the permanent position
 - Search is currently in process – First review of applications is at the end of the month.
- City was asked to consider an ILA to share the services of Fire Chief Cardinale for a period of up to six months.

THE COST

- The Fire Chief is an At-Will Employee paid a salary based on a 40-hour work week
 - Chief Cardinale regularly works more than 40 hours a week due to meetings, community trainings, and responding to serious emergency calls 24/7
- Special Assignment Pay for Chief Cardinale would cost the City salary plus employer paid benefits

Category of Pay	Amount
Base Salary	\$ 9,187.00
Special Assignment Pay	\$ 4,593.50
Health and Benefits Paid by Employer (City) based on total compensation	\$ 1,946.05
Total Monthly Cost to the City	\$15,726.55

- The total additional cost to the City for the special assignment pay, including benefits, would be \$4,916.27

HOW TO DIVIDE COSTS

Category of Work	Percentage Split of Chief's time in Agenda Report	Proposed Revised Percentage Split of Chief's time for Discussion at CC Meeting
City Business	50%	57%
District Business	30%	23%
Joint City and District Business	20%	20% (10% City/10% District)
Proposed Division of Pay	District: 40% or \$6,290.62	District: 33% or \$5,189.76

ADDITIONAL KEY TERMS

- **Employment Status of Fire Chief:** The Fire Chief shall remain an employee of City, except for a provision related to L&I coverage.
- **Term:** The contract would begin retroactive to July 1, 2019 and end on January 2, 2020. It includes a clause allowing the City Manager to extend for an additional six months.
- **Termination:** Either party can terminate the agreement with 15-days written notice and the City Manager is authorized to terminate the agreement on behalf of the City.
- **Indemnification and Hold Harmless:** Each party agrees to mutual indemnification.

RECOMMENDATION

- Approve the proposed ILA with Lewis County Fire District 6 subject to the modification of the draft agreement to reflect that the District will pay a monthly fee to the City for Fire Chief Services in the amount of \$5,189.76, which represents approximately 33% of the Chief's salary and employer paid benefits, including special assignment pay.
- Authorize the City Manager to execute the document subject to written acceptance of the final terms by the Fire Chief and LCFD #6 Board of Commissioners.
- Approve Special Assignment Pay for the Fire Chief retroactive to the effective date of this agreement until the termination of the agreement.

SUGGESTED MOTION

I MOVE THAT THE CITY COUNCIL:

- **Approve** the proposed ILA with Lewis County Fire District #6 in substantially the same form as presented, subject to the modification of the draft agreement to reflect that the District will pay a monthly fee to the City for Fire Chief Services in the amount of \$5,189.76, which represents approximately 33% of the Chief's salary and employer paid benefits, including special assignment pay.
- **Authorize** the City Manager to execute the document subject to written acceptance of the final terms by the Fire Chief and LCFD #6 Board of Commissioners.
- **Approve** Special Assignment Pay for the Fire Chief retroactive to the effective date of this agreement until the termination of the agreement.



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