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November 27, 2013

CHIEF'S MEMORANDUM

NO. 2013-038

TO : ALL PERSONNEL
FROM : DARREN J. ROSARIO, FIRE CHIEF
SUBJECT : SECTION 51, EMERGENCY MEDICAL SERVICES

Effective November 15, 2013, the HFD shall compensate all members in accordance with the new Section 51, Emergency Medical Services. In order to provide clarification on the changes set forth, the following are outlined:

1. EMT is now the minimum certification level for HFD personnel. All current First Responder certified members are grandfathered in to maintain First Responder at a minimum (Current FFR personnel awaiting EMT class are not applicable to this provision and must become certified EMTs).
2. There are no major changes for EMTs.
3. There are no major Changes for FMS I or FMS II positions.
4. All ranked MICT certified personnel shall be paid \$150.00 per month to maintain their certification regardless of work performed as a FMS II in the month.
5. Ranked MICT certified personnel who perform as a FMS II while on regular duty shall be compensated at a rate of \$6.00/hr. **Personnel shall fill out a HFD 43 for EMS Premium Pay and utilize code 11.7 on their Time and Attendance timesheet.**
6. There is no EMS Premium Pay for Ranked Personnel who perform as a FMS II while on overtime. Ranked personnel are entitled to Temporary Assignment to FMS II while on overtime.
7. All recertification fees shall be paid for by HFD for all active EMT and MICT certified personnel.
8. All active EMT and MICT personnel shall be scheduled for and compensated for attendance at mandatory retraining and/or refresher courses.

At this time, I have instructed the EMS Division to pay for all EMS recertification which are occurring at this time and to start scheduling all personnel for retraining/refresher training.



As the new section indicates, all MICT personnel are required to maintain their certification as a MICT but may elect to downgrade to an EMT license if they choose to do so after a period of 10 years of service as a MICT. We will be working with HFFA to provide a Supplemental agreement that agrees to provide the following;

1. A HFD MICT who elects to maintain his/her MICT license but submits written notice that they be excluded from being required to perform as a HFD MICT while on regular or overtime duty shall be allowed to show documents that the license is current and shall not be required to downgrade to a EMT License. The Hawaii Fire Department shall not be required to compensate for license renewal or schedule/compensate for retraining or refresher courses.
2. A Compensated HFD MICT may be required to perform as a MICT while on regular duty or on overtime.
3. The Fire Chief and HFFA recognized that the new section could result in a ranked MICT performing on a continuous basis as a reliever. This was identified while the Fire Chief discussed this section with a Captain MICT. To alleviate this potential the HFFA and Fire Chief will work together to:
 - a. Provide in the Supplemental agreement an agreed upon maximum regular duty shift amount for ranked personnel to be reassigned to cover FMS II shortages.
 - b. Ranked personnel are encouraged to contact HFFA to provide input in formulating the Supplemental agreement.
 - c. Ranked personnel would be scheduled for FMS II shortages that were pre-scheduled (vacation, vacancy, CTO, etc).
 - d. Ranked personnel would cover SL shortages only if appropriate coverage was not attained and the held over personnel cannot be properly relieved.

All ranked certified MICT personnel shall submit to the Fire Chief by January 1, 2014, their decision on their certification:

1. Maintain MICT License for HFD
2. Maintain MICT License on their own without obligation to the HFD
3. Downgrade to EMT License

All personnel who previously submitted notification of termination of MICT obligation to the HFD are entitled to reinstatement if they desire and shall submit by January 1, 2014 their decision.

Please refer to the attached Section 51, Emergency Medical Services agreement for further information.



DARREN J. ROSARIO
Fire Chief

1 **Section 51. EMERGENCY MEDICAL SERVICES.**

2
3 **Delete existing language and replace with the following:**

4 Additional terms and conditions of employment for employees in the Emergency
5 Medical Services Program as established by the County of Hawaii shall be as provided
6 herein.

7 It is the intent of the parties to provide emergency medical services to the res-
8 idents of the County of Hawaii through the Hawaii Fire Department as an extension of its
9 fire and rescue functions employing fire fighting personnel to accomplish the task.

10 The parties shall mutually work toward preventing EMS personnel burnout. An
11 immunization program shall be made available for the prevention of contracting
12 communicable diseases. Participation shall be on a voluntary basis.

13 The following conditions shall be applicable to certified employees in the
14 Emergency Medical Services (EMS) Program:

15 A. Selection.

16 It is the understanding and intent of the parties hereto that entrance by
17 employees into the EMS Program of the Hawaii Fire Department is voluntary however,
18 subject to the following:

- 19 1. As part of the employee's initial recruit training, each new employee who is
20 not qualified as an EMT or MICT shall be required by the Fire Department to
21 undergo training for certification as an Emergency Medical Technician (EMT)
22 and shall be required to successfully complete their certification prior to the
23 completion of their initial probationary period.
- 24 2. Upon successful completion of initial probation, each employee shall meet
25 the minimum qualifications of her/his position. In the event an employee
26 does not meet the minimum qualifications of her/his position, the Fire Chief
27 shall take appropriate administrative action which may include the discharge

1 of the unqualified employee from service in the Hawai'i Fire Department.

2 3. Any certified EMT employee of the Fire Department may apply to the Fire
3 Chief for additional training for certification and service as a Mobile Intensive
4 Care Technician (MICT). The Fire Chief shall select employees from among
5 such applicants as needed based upon established Hawaii State Health
6 Department and Fire Department criteria.

7 4. Those employees who possess a valid State of Hawaii EMT or MICT license
8 prior to employment by the Hawaii Fire Department shall be required to
9 maintain a valid EMS license (EMT or MICT) as a condition of employment and
10 for the duration of their career (MICT licensed employees may downgrade to
11 a EMT license after a minimum of 10 years service as a MICT). In addition said
12 employees shall be subject to a department evaluation process to insure
13 satisfactory knowledge and skill proficiency according to current Hawaii
14 State Department of Health and Hawaii Fire Department criteria.

15 B. Placement

16 The parties agree that employees may be placed, assigned or reassigned at the
17 discretion of the Fire Chief to meet requirements for providing Emergency Medical
18 Services at designated stations. With the establishment of an EMS program career
19 ladder the new classes / positions established as of June 1, 2010 are:

- 20 1. Fire Medical Specialist I
21 2. Fire Medical Specialist II
22 3. Fire Medical Specialist III

23 Placement and or transfers shall be conducted in compliance with current
24 department policies and practices that have been developed in consultation with the
25 union.

26 C. Compensation

27 Compensation of the established classes and EMS Premium pay for those
28 employees assigned as an EMT shall be as follows:

29 The following classes and positions shall be compensated in accordance with the
30 respective salary ranges for each as established in the Unit 11 Collective Bargaining
31 Agreement:

- 32 1. Fire Medical Specialist I (SR 21)

1 2. Fire Medical Specialist II (SR 23)

2 3. Fire Medical Specialist III (SR 25)

3 The aforementioned compensation and salary range designation does not
4 preclude the application of a negotiated Supplemental Agreement that allows for an
5 additional compensation adjustment (Temporary Differential) for those employees
6 affected in the course of the implementation of the new career ladder.

7 Except as otherwise provided herein, EMS Premium pay shall be paid on an
8 hourly basis when employees are assigned to EMT positions. EMS Premium pay shall be
9 10% greater than provided herein for employees who are licensed as EMT employees in
10 the Hawaii Fire Department for a total of four or more years effective one month after
11 the employee completes such four years of service.

12 EMS Premium pay shall be 15% greater than provided herein for employees who
13 are licensed as EMT employees in the Hawaii Fire Department for a total of ten or more
14 years effective one month after the employee completes such ten years of service.

15 EMS Premium pay for an assigned EMT employee shall be fifteen percent (15%)
16 of the 53-hour rate for the maximum base salary applicable to the class Fire Fighter.

17 Ranked MICTs (Fire Rescue Specialist, Fire/Hazardous Materials Specialist, Fire
18 Equipment Operator, and Fire Captain) who maintain their MICT certification shall be
19 paid one hundred and fifty dollars (\$150) per month. Whenever a ranked MICT is
20 required to perform as an MICT, the employee shall be entitled to the higher payment
21 of:

22 1. Temporary Assignment on an hourly basis. The application and compensation of
23 Temporary Assignment shall be in accordance with the provisions of Section 27.
24 Temporary Assignment and Section 32 A. Compensation Adjustment, of the
25 current Collective Bargaining Agreement; or

26 2. An EMS Premium on an hourly basis. The EMS Premium shall be \$6.00 per hour of
27 work. For periods less than a full hour, members shall be paid a minimum of one
28 full hour. Ranked MICTs are not eligible for EMS Premium while performing as an
29 MICT on overtime. Ranked MICTs are eligible for Temporary Assignment
30 compensation, as identified in item 1 above, while performing as a MICT on
31 overtime.

32 D. Rated Employees and Promotions

1 Whenever a rated employee (Fire Captain, Fire Equipment Operator or Fire
2 Rescue Specialist) is assigned to an EMS position as provided herein, the employee's
3 regular position shall be considered temporarily vacant and when an employee is
4 assigned thereto on a Temporary Assignment basis, such Temporary Assignment shall be
5 made in accordance with existing laws, rules and regulations, and as provided in
6 Section 27 of the Unit 11 collective bargaining Agreement.

7 E. Adequate company staffing levels

8 Staffing levels are vital to the safe and efficient fire fighting and rescue
9 capabilities of the Fire Department. It is the intent of the parties that providing
10 Emergency Medical Services, which are vital in themselves, should not be permitted to
11 diminish those capabilities but rather should enhance them.

12 The appropriate number of EMS positions (ordinarily two per company/ per
13 platoon) shall be established at all stations designated for EMS. Such positions shall be in
14 addition to all required fire fighting positions as determined by the County of Hawaii.

15 F. Training, Certification, and Licensure

16 The parties mutually agree that the training, certification, and licensure of
17 personnel in the Hawaii Fire Department are unique and based on the established and
18 maintained EMS Program. All Hawaii Fire Department Personnel shall be required to
19 maintain certification and State of Hawaii licensure with a minimum level of Emergency
20 Medical Technician (EMT). All associated training, re-training, refresher, certification,
21 and licensure costs shall be provided for by the employer. Notwithstanding any other
22 section of this agreement, this provision shall take effect immediately and all personnel
23 currently not certified or licensed as a minimum of EMT shall be grandfathered in to hold
24 a minimum First Responder certification. However, all other personnel shall be subject to
25 the conditions and provisions of this section. Failure to maintain minimum licensure shall
26 be grounds for dismissal based on failure to meet minimum qualifications.