

the operation of the Fire Department. Such requests shall not be arbitrarily denied.

ARTICLE 20 – OVERTIME AND RECALL

SECTION 1. OVERTIME PAYMENT AND COMPENSATORY TIME. A member may be ordered to remain on duty past the regularly scheduled close of the workday. All overtime in excess of the hours required of a Firefighter by reason of the Firefighter's regular duty, whether of an emergency nature or of a non-emergency nature, shall be paid at a rate of one and one-half (1-1/2) times the actual 56-hour rate of pay for work performed. Compensatory time may be paid in lieu of overtime payment if the Firefighter in his discretion so elects. Compensatory time will be calculated at the same rate as overtime pay. Overtime shall be computed on the basis of fifteen (15) minute segments.

If a Firefighter or Captain is temporarily assigned to a position of greater responsibility in a rank above their own, for a period of between 12-23 hours, said employee will earn one (1) hour of comp time; and for a period of 24 hours, said employee will earn two (2) hours of comp time.

Compensatory time shall be granted at such times and according to such time logs as are mutually agreed upon between the involved Firefighter and a supervisor. Permission to utilize comp-time shall not be unreasonably denied by the supervisor if operational requirements will not be adversely affected.

SECTION 2. Compensatory time earned after May 1, shall be used or sold back by the end of the fiscal year in which it is earned. Buy back shall be based on accumulated time from May 1 through April 30 and rate of pay in effect on April 30. Payment shall be made on the first pay period in June, following the close of the fiscal year.

SECTION 3. CALL BACK. A call-back or recall is defined as an official assignment of work which does not continuously precede or follow a Firefighter's regularly scheduled working hours. Off-duty Firefighters reporting back to the City's premises at a specified time other than on a regularly scheduled work day shall be compensated for two (2) hours at the appropriate overtime rate or be compensated for the actual time worked, whichever is greater, at the overtime rate, in fifteen minute (15) increments.

SECTION 4. ROTATION OF OVERTIME. When it is necessary to fill slots to meet daily manpower requirements the department will callback Firefighters to fill overtime slots created by the absence of a Firefighter and will callback Fire Officers to fill overtime slots created by the absence of a Fire Officer. The department will maintain a long overtime and short overtime list for callback of Firefighters and a long and short overtime list for callback of Officers. There must be at least one Fire Officer on duty at all times. If no one on the appropriate callback list voluntarily accepts the overtime, the other list can be used to find someone to work overtime. If no one voluntarily accepts the overtime the overtime shall be worked by the on-duty person at the top of the appropriate list.

Examples:

A Firefighter rank is needed to work 24 hours of overtime. The Shift Officer goes to the Firefighter long list and contacts individuals to work the overtime. No one on the Firefighter long list accepts the overtime. The Shift Officer then goes to the Fire Officer long list and contacts individuals to work the overtime. If no one on the Fire Officer long list takes the overtime, then the person at the top of the Firefighter long list is required to work the overtime. The process works the same for finding a Fire Officer if there is only one Fire Officer off – Fire Officer long list first, Firefighter long list second and then mandatory for the person at the top of the Fire Officer long list. The process works the same for finding someone for the short list.

If both Fire Officers on the shift are off (normally this does not happen often) then someone on the Fire Officer

in April of the fiscal year in which the holiday time is earned. Payment allowed for Holidays will be paid at the straight time hourly rate times the amount of hours up to 228 hours. Anyone choosing to take pay for up to nine and one-half (9 1/2) holidays shall be paid on the first payday in May of each fiscal year at the pay rate in effect on April 30th when the fiscal year ended. Payout of all accumulated holiday time for Christmas Eve ascribed to each active represented employee as of April 30, 2018 shall be paid on the first payday in May, 2018.

Any firefighter who works at least 16 hours on one of the designated holidays commencing at 8:00 AM shall have twenty-four (24) compensatory hours placed in his respective time bank. Holiday time, including the Christmas Eve 12-hour bonus may be taken in one (1) hour increments with a minimum of 2 hours taken per requested block of time off in the rare instance that comp time would cause an overtime call-back on the short shift. Holiday time can be taken prior to being earned, provided any unearned holiday time is paid back if an employee is separated from service for any reason. Unearned Holiday time is time taken off prior to the actual Holiday. Holiday comp time earned during the fiscal year must be used or cashed and cannot be carried forward to the next fiscal year. The payout for unused comp time will be the first payday in June following the end of a fiscal year and will be paid at the pay rate in effect on April 30th when the fiscal year ended.

ARTICLE 28 – FIREFIGHTER INSURANCE

SECTION 1. PAYMENT. The City agrees to provide insurance for eligible employees, and their dependents, if elected by the employee, under a policy of group health insurance that is presently being provided by the employer. The city shall pay 95% for a Firefighter employee only policy and 75% of the cost for a Firefighter's family plan with eligible dependents. **On May 1, 2025, a firefighter employee shall have a credit of 95% of the single plan premium applied to their family plan premium prior to calculating the employee's 25% contribution to the family plan premium. On May 1, 2026, the City shall pay 92% of the premium for a firefighter employee-only (single plan) policy and 72% of the premium for a firefighter's employee-spouse, employee-children or family (family plan) policy. A firefighter employee shall have a credit of 92% of the single plan premium applied to their family plan prior to calculating the employee's 28% contribution to the family plan premium.**

SECTION 2. COVERAGE. Coverage shall be comparable to the City of Monmouth Firefighter Health Care Plan currently in effect. If the City deems that a change in administrator is necessary or desirable, MFBA will be informed and given the opportunity to review proposals under consideration.

SECTION 3. RETIREE CONTINUATION. Employees who retire, with at least 20 years credible service or employees who leave active service as a result of a disability pension through the Monmouth Fire Pension Fund, shall be eligible to continue to participate in the health plan provided to employees covered by this agreement and contained in 215 ILCS 5/367f, Firemen's continuance privilege. The retirees participating in the health plan will pay the monthly cost to the City of Monmouth and shall enroll in Medicare Part D in order to reduce the cost of prescription drugs for the City of Monmouth.

The City of Monmouth shall pay \$150 per month toward the cost of health insurance for the retiree. If the retiree chooses not to continue on the City's insurance plan, the \$150 will be paid directly to the retiree on a quarterly basis.

SECTION 4. INSURANCE COMMITTEE. It is agreed between the parties that a committee shall be established and meet quarterly consisting of two members each for the fire fighters, police and dispatch bargaining units and two members from the city for the purpose of making recommendations to health insurance. This section shall be effective upon agreement by the fire fighters, police and dispatch bargaining units to the language in this section. The scheduling of meetings shall be by mutual agreement and the two members of each bargaining

unit shall be paid their regular rate of pay for attending. This Section 4 may be modified by mutual agreement of the City and the Union in writing.

SECTION 5. HEALTH SAVINGS ACCOUNT. For Employees who elect coverage with the High Deductible Health Plan, the City will make contribution to the Health Savings Account ("HSA") of \$1,250.00 a year for Employees with single coverage and \$2,500.00 a year for Employees with employee and child, employee and spouse, or family coverage. Employees who elect coverage under a plan other than a qualified High Deductible Health Plan (HDHP) are not eligible for an HSA and no City contribution will be made to the HSA. The City may from time to time change benefits and the carrier of the HDHP provided coverage shall be comparable. The City shall have the right to change the HDHP in order to comply with the rules and regulations applicable to the HDHP. The City shall pay ~~the total~~ 95% (92% on May 1, 2026) of the cost of the HDHP premium for each Firefighter and 75% (72% on May 1, 2026) of the cost of the HDHP premium for the Firefighters with eligible dependents. **On May 1, 2024, the deductible amount for the High Deductible Health Plan (HDHP) shall be the minimum deductible amount on HDHP's based on calculations by the U.S. Internal Revenue Service as such calculation may change from year to year.** Employees and their spouses who elect coverage under any health plan are required to participate in a wellness plan established by the City that requires employees and covered spouses to take medical (wellness) exams otherwise employees with single coverage or coverage for employee and child(ren) who do not take the medical exams shall pay an additional \$50.00 per month in premiums and for employees with employee and spouse or family coverage if the employee and covered spouse do not take the medical exams the employee shall pay an additional \$100.00 per month insurance premium. If all employees in the bargaining unit enroll in the HDHP for a plan year, the City's insurance consultant shall calculate the savings and the City's HSA contribution shall be the greater of the amounts stated above (\$1,250.00 a year for employees with single coverage and \$2,500.00 a year for employees with employee and child(ren), employees and spouse or family coverage) or 85% of the savings to the city that resulted (the cost to the City if all bargaining unit employees have been enrolled in the insurance plan that is not the HDHP plan for the year minus the cost to the City of the HDHP and contribution to the HSA for the year = savings x 85% = amount of savings paid to the HSA and not the \$2,500 and \$1,250 amounts stated above). One half of the annual payment amount shall be deposited into the employee's HSA on January 1 and the other half on July 1 annually. **The maximum annual City contribution to a firefighter employee's Employee-Only HSA shall be \$1,800; the maximum annual City contribution to an Employee-Spouse and Employee-Children plans HSA shall by \$3,600; and the maximum annual City contribution to a Family Plan HSA shall be \$5,400.**

ARTICLE 29 – COMPENSATION AT RESIGNATION, DISMISSAL, RETIREMENT OR LAYOFF

SECTION 1. ACCRUED BENEFITS. A Firefighter who resigns, retires, is dismissed or laid-off is eligible and shall be compensated accordingly for all his accumulated overtime, compensatory time, holiday time, unused sick time as described in Section 4, Article 23, personal days, and vacation time.

ARTICLE 30 – MISCELLANEOUS BENEFITS

SECTION 1. PERSONAL DAYS. Each bargaining unit Firefighter shall be granted ninety-six (96) hours of personal leave per anniversary date of hire, for all employees hired after the date this contract was signed. Bargaining unit members shall not be required to standby on these days without overtime compensation for said hours. Personal days must be taken in 24-hour increments.

SECTION 2. EDUCATIONAL BENEFIT AND INCENTIVE PAY. The City agrees to provide educational benefits, up to \$3,000 each fiscal year for the bargaining unit, for those Firefighters who can increase or improve their job qualifications and skills by further education that will enhance the Firefighters job performance and is related to the Firefighters job. Each Firefighter who receives these educational benefits shall be expected to execute a "School Employment Reimbursement Contract." (Appendix E) In order to be eligible for education benefits, a

A. Two (2) points for each of the following areas;

Captain:

Fire Prevention Principles I
Tactics and strategy I
Instructor I
Management I
Management II
Rope Rescue Operations

Candidates for promotion may notify the City in the Application that they elect to be assigned 8 points for Company Fire Officer in lieu of being assigned 2 points each for Fire Prevention Principles I, Tactics and Strategy I, Management I, and Management II.

Assistant Chief:

Instructor II
Tactics and Strategy II
Management III
Management IV
Vehicle Machinery Technician
Trench Rescue Operations
Confined Space Operations
Hazardous Materials Technician B/Hazardous Materials Technician
Structural Collapse Operations
Fire Investigation 1 and 2
Fire Ground Safety Officer

Candidates for promotion may notify the City in the Application that they elect to be assigned 6 points for Advanced Fire Officer in lieu of being assigned 2 points each for Tactics and Strategy II, Management III, and Management IV.

B. Two point five (2.5) additional points for the following

Associate Degree in Fire Science
Bachelor's Degree in Any Subject

C. Four (4) points for the following;

Bachelor's degree in Fire Science

D. Six (6) points for the following:

Master's Degree in Fire Science

SECTION 10. TEMPORARY PROMOTIONAL APPOINTMENTS. When a regularly assigned officer is temporarily or unexpectedly absent from duty or if any vacancy occurs, the vacant position shall be filled by the authority of the Fire Chief from the promotional list or if none exists, the individuals with the most qualifications (Article 33, Appendix C and Appendix D) shall fill the position in accordance with Article 22. Promotional list appointments shall be filled within thirty (30) calendar days.

SECTION 11. MILITARY POINTS. Military Points may be applied as prescribed by current Illinois Compiled Statutes.

SECTION 12. PROBATION.

APPENDIX A

FY-2024/2025	May 1, 2024	Increase 2.25 % 5.0%
FY-2025/2026	May 1, 2025	Increase 2.25 % 4.0%
FY-2026/2027	May 1, 2026	Increase 2.25 % 4.0%

	Current	May 1, 2024	May 1, 2025	May 1, 2026
New Hire:	\$ 45,628.14	\$ 47,909.55	\$ 49,825.93	\$ 51,818.97
Start of:				
2nd Year	\$ 55,360.62	\$ 58,128.65	\$ 60,453.80	\$ 62,871.95
4th Year	\$ 57,597.62	\$ 60,477.50	\$ 62,896.60	\$ 65,412.47
6th Year	\$ 58,557.96	\$ 61,485.86	\$ 63,945.29	\$ 66,503.10
8th Year	\$ 58,985.07	\$ 61,934.32	\$ 64,411.70	\$ 66,988.16
10th Year	\$ 59,412.18	\$ 62,382.79	\$ 64,878.10	\$ 67,473.22
12th Year	\$ 59,839.34	\$ 62,831.31	\$ 65,344.56	\$ 67,958.34
14th Year	\$ 60,266.45	\$ 63,279.77	\$ 65,810.96	\$ 68,443.40
16th Year	\$ 60,693.57	\$ 63,728.25	\$ 66,277.38	\$ 68,928.47
24th Year	\$ 62,451.99	\$ 65,574.59	\$ 68,197.57	\$ 70,925.48

Rank Pay: Percent Over Firefighter Structure Pay

Engineer/FF-III or Advanced Technician Firefighter		5.0%
Captain		11.0%
Assistant Chief		16.0%

Education Pay: (Figured on Firefighter Pay Plus Rank Pay - Life of Contract)

Fire Officer I/Company Fire Officer		1.5%
Certificate in Fire Science		2.0%
Fire Officer II/Advanced Fire Officer		2.5%
Associates Degree in Fire Science		3.5%
Bachelor's Degree in Any Subject		3.5%
Bachelor's Degree in Fire Science		7.0%
Master's Degree in Fire Science		10.0%
Master's Degree in Public Administration		10.0%

EMS Pay: (Figured on Firefighter Pay Plus Rank Pay - Life of Contract)

EMT-B		2.0%
Paramedic Certification		4.0%

Union _____

City _____

APPENDIX C

**JOB DESCRIPTION
CAPTAIN
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF FIRE**

General Description: The Captain performs supervisory duties as assigned; assists in the formulation of department policies, procedures and budget; assist in setting goals and objectives; ensure the proper chain of command; make disciplinary recommendations when applicable; ensure that department policies, procedures and rules are adhered to. Perform any other as requested by the Chief, or Assistant Chief's.

Typical Duties and Responsibilities:

- To be able to perform all of the duties of a Firefighter.
- Respond to shift problems through the chain of command.
- Be familiar with department rules, regulations, and procedures.
- Be familiar with disaster and Civil Defense strategies and procedures.
- Perform assignments in a prompt and competent manner.
- Perform Fire Suppression, EMS, and Rescue duties as needed.
- Be knowledgeable in current Fire Suppression and Prevention principles, methods, and practices.
- Be knowledgeable of Laws and Ordinances pertaining to jurisdiction.
- Work closely with Assistant Chiefs and other Captains.
- Maintain harmonious environment by fair and equal treatment of all Fire Fighters.
- Utilize time in an effective manner.
- Be knowledgeable of the City of Monmouth, and structures or areas of importance to the Fire Service.
- Make daily duty assignments to Fire Fighters and ensure their completion.
- Brief and inspect Fire Fighters,
- Respond to shift complaints/problems through the proper chain of command.
- Work closely and effectively to maintain an active, competent Volunteer Fire program using whatever methods are available.
- Make recommendations, voice opinions, and be alert to potential problems, by reporting through the Chain of Command.
- Other duties as assigned by the Assistant Chief or the Chief related to Duty Assignments specific to Departmental Divisions, to organize and implement functions within that Division.

Training and Experience: As specified in Article 34.

***1st Year Goal Expectation:** "Fire Prevention Principles" and "Tactics and Strategy"

***2nd Year Goal Expectation:** "Certificate in Fire Science" and "Instructor I"

***3rd Year Goal Expectation:** "Management I"

1. Requires top ranking on examination for the Captain's position, conducted by the Board of Police and Fire Commission.

The reinstated Captain's rank educational and experiential goals are designed to increase the training standards for Officers. These goals will increase through the successive years of the contract as time and availability of classes allow,

APPENDIX D

JOB DESCRIPTION ASSISTANT FIRE CHIEF DEPARTMENT OF PUBLIC SAFETY DIVISION OF FIRE

General Description: The Assistant Fire Chief may be assigned to act as shift supervisor during an assigned shift, to Inspections and Code Enforcement or to other functions. The Assistant Fire Chief works under the direction of the Fire Chief or his designee.

Typical Duties and Responsibilities:

To be able to perform all of the duties of a Firefighter and Captain.
Directs and participates in the containment and suppression of fires.
Supervises on-going program of equipment and facility maintenance.
Conducts training as directed.
Prepares and maintains records and reports, as directed, or ensures that these tasks are completed.
Supervises all activities during the shift unless relieved by a supervisor according to Department policy.
Directs staff and participates in home awareness and other fire prevention programs.
Assists in the maintenance of Division of Fire vehicles, apparatus, equipment and facilities, including minor repairs, routine cleaning, and yard work, as directed.
Evaluates need and recommends purchase of equipment.
Reviews available building plans, as assigned, to ensure compliance with fire codes.
Coordinates news media relations, as assigned.
Assists in preparation of the budget; prepares statistical information for evaluation of existing or proposed programs, as assigned.
Evaluates performance of employees under his control, as directed.
If assigned to Inspection and Code Enforcement, organizes and implements a program covering residential, commercial and industrial sites.
May perform additional tasks relating to the equipment, grounds or facilities on a voluntary basis with approval of the Fire Chief or his designee.
Other duties as assigned by the Fire Chief or his designee related to Duty Assignments specific to Departmental Divisions, to organize and implement functions within that Division.

Keep in mind anyone from the next lower rank may take the promotional exam for a given vacancy. A list will be formed with all those who completed the exam at or above the minimum standard. Promotions, however, will go only to those on the list who meet the following standards:

1. Prior to making application for Assistant Chief examination:

The 1st year requirements are the same as the 1st year Captain.

***1st Year Goal Expectation :** "Instructor I"

***2nd Year Goal Expectation :** "Instructor II" and "Management I"

***3rd Year Goal Expectation:** "Associate's Degree in Fire Science" and "Management II"

2. Requires top ranking on examination for the Assistant Chief position, conducted by Board of Fire and Police Commissioners.

Training and Experience:

The reinstated Captain's rank and the existing Assistant Chief's rank educational and experiential goals are designed to increase the training standards for Officers. These goals will increase through the successive years of the contract as time and availability of classes allow.

*Because of the reinstated Captain's position at this time, these goals will be negotiated into requirements and realigned similar to what they were before the Captain's rank was abolished.