

CONTRACT BETWEEN
THE TOWN OF WEST HARTFORD
AND
LOCAL 1241
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS

2018-2022

Extended to June 30, 2025



**Contract Extension Between
The Town of West Hartford and the West Hartford Fire Fighters Association,
I.A.F.F., Local 1241
July 1, 2022 thru June 30 2025**

Background:

The Town of West Hartford and I.A.F.F. Local 1241, West Hartford Fire Fighters Association, have a duly executed collective bargaining agreement (CBA) scheduled to expire on June 30, 2022. In light of a pandemic and in light of a cooperative labor-management relationship, the parties have met several times in off the record talks with the intent of extending the CBA. This tentative agreement outlines all changes to the CBA agreed to by the Local 1241 contract negotiation committee and Town management.

1. Contract Extension Term:

The contract, inclusive of the following items and Exhibits, will extend the current CBA to June 30, 2025 (3 years).

2. Wages:

Article X, Section 10.1 (Page 25)

General Wage increases of 1%, 1.5%, and 2.0% will be applied each year of the contract, beginning July 1, 2022. As a result of increased job duties and changes in working conditions, a wage equalization plan for all bargaining unit members, is included. Exhibit A is the wage scales for the term. Exhibit B are changes to job descriptions of certain classifications.

Article X, NEW Section 10.2.1 (Page 27)

10.2.1 When an employee is promoted from one class to another, he/she shall be paid at the rate shown in the Starting Step for the position to which he/she is promoted. Should the employees current annual base rate be greater than the starting annual base salary of the new promotional position, the employee shall advance to the next step of the salary range that would provide an increase in base salary.

3. Paramedic Stipend Payment Date:

Article X, Section 10.4 (Page 27) The paramedic stipend increases will be effective in the pay period that includes the (month/day) of employees DOH once completing the required YOS. Years of service will be calculated based upon the anniversary of the member's date of hire.

4. Exchange of Duty:

The MOU between the parties executed June 6, 2019 relative to increasing the exchange of duty time from three (3) to four (4) days, Section #8, is rescinded.

Article XVII, Section 17.1(e) (Page 39) No employee shall be granted more than six (6) 12-hour shifts per calendar month under this Article except upon special permission granted for cogent reasons by the Chief.

Article XVII, Section 17.1(f) (Page 39) Exchanges of time for less than a full 12 hr. shift shall not be considered as part of the monthly limit of six (6) exchanges of time.

5. Classification:

Article XV - The MOU " Company Officer Inspection Program" executed December 17, 2019 is rescinded. Exhibit C outlining the " Line Member Inspection Program" is incorporated.

6. Uniform Stipend:

Article XXII, Section 22.2 (Page 41) Any employee may elect to purchase different safety shoes than those selected by the Town and shall be reimbursed up to two hundred dollars (\$200.00) for the cost of those shoes, provided the frequency of purchase does not exceed the limit set above.

7. College Incentive Program:

Article XXVI, Section 26.2 (a) (Page 49) The Town shall provide funding for the application of the tuition refund program in the fire department at the rate of \$25,000 per fiscal year.

8. Use of Promoted Paramedics:

Article XXVII, Section 27.1 (Page 50) The Town also agrees not to use "Jump Overs" or have someone "act" to fill vacancies on a shift. It is understood that if the vacancy occurs in the fire station with an extra, there will be no additional person hired. If an individual is out as a result of a Worker's Compensation injury for more than 3 work days, any extra may be reassigned to fill the vacancy. The only exception to this shall be to properly maintain Advanced Life Support Services as stated in Article XXXV, Section 35.1.

Article XXXV, Section 35.1(e) (Page 54) (Current #5 becomes #6, Insert New #5,) When the number of on-duty firefighter-paramedics available to provide Advanced Life Support drops below four (4), and the normal means to hire for the vacancies has failed, the Town shall have the right to detail a promoted paramedic into the vacancy. In the event of detailing a promoted paramedic, selection will be done by inverse seniority and rank. A mutually-agreed upon administrative process will be established to avert promoted paramedics from being detailed more than once per quarter of the year, barring unusual and extenuating circumstances where no other reasonable options exist. If there are more than six (6) occurrences (12-hr shift) in a quarter where promoted paramedics are detailed, or a single promoted paramedic is detailed more than once per quarter, the Town and Union shall meet to negotiate the impact.


9. Health & Safety:

Article XXXIV, Section 34.1 (Page 52) No employee shall engage in any activity of an emergency nature which is known to be a cause of heart and hypertension problems. This provision prohibits employees from concurrently possessing a second full-time paid firefighting position but shall not apply to activity in the employ of or for the benefit of the Town.

The parties recognize that the above terms are enacted only after ratification by the Union membership and affirming vote from the Town Council.

For the Town of West Hartford
 | 1/6/23
Rick Ledwith, Town Manager | Date

For the West Hartford Firefighters' Association:
 | 1/6/23
Michael Boivin, IAFF Local 1241 President | Date

 | 1/6/23
Catherine Lombardi | Date
Acting Director of Human Resources

_____| _____
| Date | Date

 | 1/9/2023
Greg Priest, Fire Chief | Date

_____| _____
| Date | Date

EXHIBIT A WAGES

7/21 • 6/22

7/22 • 6/23

7/23 • 6/24

7/24-6/25

Recruit Firefighter				
START	\$ 66,820	\$ 68,042	\$ 69,368	\$ 70,746
Bi-Weekly	\$ 2,570	\$ 2,617	\$ 2,668	\$ 2,721

Firefighter				
START	\$ 70,356	\$ 71,630	\$ 73,034	\$ 74,490
Bi-Weekly	\$ 2,706	\$ 2,755	\$ 2,809	\$ 2,865
1 YOS	\$ 74,100	\$ 75,374	\$ 76,830	\$ 78,364
Bi-Weekly	\$ 2,850	\$ 2,899	\$ 2,955	\$ 3,014
2YOS	\$ 78,078	\$ 79,482	\$ 81,016	\$ 82,628
Bi-Weekly	\$ 3,003	\$ 3,057	\$ 3,116	\$ 3,178
3YOS	\$ 81,016	\$ 82,446	\$ 84,032	\$ 85,722
Bi-Weekly	\$ 3,116	\$ 3,171	\$ 3,232	\$ 3,297
4YOS	\$ 84,682	\$ 86,138	\$ 87,802	\$ 89,570
Bi-Weekly	\$ 3,257	\$ 3,313	\$ 3,377	\$ 3,445
5YOS	\$ 88,608	\$ 91,338	\$ 93,522	\$ 95,394
Bi-Weekly	\$ 3,408	\$ 3,513	\$ 3,597	\$ 3,669

Apparatus Operator/ Fire Inspector/ Fire Mechanic Specialist				
START	\$ 93,002	\$ 94,666	\$ 96,512	\$ 98,436
Bi-Weekly	\$ 3,577	\$ 3,641	\$ 3,712	\$ 3,786
1 YOS	\$ 97,708	\$ 101,348	\$ 103,974	\$ 106,054
Bi-Weekly	\$ 3,758	\$ 3,898	\$ 3,999	\$ 4,079

Fire Lieutenant				
START	\$ 99,476	\$ 101,192	\$ 103,116	\$ 105,196
Bi-Weekly	\$ 3,826	\$ 3,892	\$ 3,966	\$ 4,046
1 YOS	\$ 103,428	\$ 105,248	\$ 107,302	\$ 109,460
Bi-Weekly	\$ 3,978	\$ 4,048	\$ 4,127	\$ 4,210
18MO	\$ 105,482	\$ 109,278	\$ 112,086	\$ 114,322
Bi-Weekly	\$ 4,057	\$ 4,203	\$ 4,311	\$ 4,397

Deputy Fire Marshal (former Fire Prevention Lieutenant)				
START	\$ 103,818	\$ 105,638	\$ 107,666	\$ 109,824
Bi-Weekly	\$ 3,993	\$ 4,063	\$ 4,141	\$ 4,224
1 YOS	\$ 107,510	\$ 109,434	\$ 111,566	\$ 113,802
Bi-Weekly	\$ 4,135	\$ 4,209	\$ 4,291	\$ 4,377
18MO	\$ 109,720	\$ 113,594	\$ 116,506	\$ 118,820
Bi-Weekly	\$ 4,220	\$ 4,369	\$ 4,481	\$ 4,570

Fire Captain				
START	\$ 107,718	\$ 109,642	\$ 111,774	\$ 114,010
Bi-Weekly	\$ 4,143	\$ 4,217	\$ 4,299	\$ 4,385
1 YOS	\$ 112,398	\$ 114,452	\$ 116,688	\$ 119,002
Bi-Weekly	\$ 4,323	\$ 4,402	\$ 4,488	\$ 4,577
18MO	\$ 115,258	\$ 119,236	\$ 122,252	\$ 124,696
Bi-Weekly	\$ 4,433	\$ 4,586	\$ 4,702	\$ 4,796

Deputy Fire Chief (former Fire Battalion Chief)				
START	\$ 116,246	\$ 118,274	\$ 120,588	\$ 122,980
Bi-Weekly	\$ 4,471	\$ 4,549	\$ 4,638	\$ 4,730
1 YOS	\$ 121,836	\$ 123,994	\$ 126,386	\$ 128,934
Bi-Weekly	\$ 4,686	\$ 4,769	\$ 4,861	\$ 4,959
18MO	\$ 123,942	\$ 128,050	\$ 131,222	\$ 133,848
Bi-Weekly	\$ 4,767	\$ 4,925	\$ 5,047	\$ 5,148



EXHIBIT B

Job Description Changes

1. Firefighter (No changes)
2. Firefighter/Paramedic (No changes)
3. Apparatus Operator
 - Maintain knowledge of, and proficiency in, safe operating policies and practices
4. Fire Inspector
 - May be assigned plan reviews for renovation projects, means of egress reviews, and fire alarm systems
5. Fire Lieutenant
 - May be assigned durational administrative or operational projects
 - Participates in the advisory role for the development of policy for the department.
 - If operating as a promoted paramedic, subject to assignment in accordance with the collective bargaining agreement
 - May be voluntarily assigned to a supervisory role in the Training and Support Services Division
 - In the absence of a Captain, may serve as the executive officer of a working shift
6. Fire Captain
 - May be assigned as a community liaison for a designated fire district
 - May be assigned administrative or operational projects
 - Participates in the advisory role for the development of policy for the department and serves in an advisory role to the executive team.
 - If operating as a promoted paramedic, subject to assignment in accordance with the collective bargaining agreement
 - May serve as the executive officer of a working shift, responsible for supervision in the absence of a Deputy Chief
 - May be voluntarily assigned to a supervisory role in the Training and Support Services Division
7. Fire Battalion Chief (Removed from current use)
 - Re-Title to Deputy Fire Chief
 - Job Description Attached



TOWN OF WEST HARTFORD

West Hartford, Connecticut

Deputy Fire Chief

Department:	Fire Department	Salary Grade:	F107
Direct Report:	Assistant Chief of Operations	FLSA Status:	Exempt
Location:	Various Divisions (Operations, Training)	Bargaining Unit:	Local 1241

Nature of Work:

- This is highly responsible supervisory and administrative position which directs the activities of an assigned shift of fire companies throughout the Town of West Hartford entailing final responsibility on an assigned shift for assuming and exercising the command of all firefighting or emergency operations in the Town when no superior officer is present.
- Work requires considerable independent judgment, which is restricted only by department regulations and occasional review by a superior officer.
- This is a third level supervisory position involving responsibility for training, administrative, and defined operational activities on an assigned shift.
- Receives oral and written direction from the Fire Chief, Assistant Chiefs, and Chief Duty Officer.
- May implement formal command at emergency scenes, and ensure accountability of all personnel operating at the scene.
- Assumes duties of the Chief Duty Officer or any Assistant Chief during their absence as directed by the Fire Chief.

Essential Job Functions:

- As platoon commander, has complete charge of Town fire services on an assigned shift.
- Directs all firefighting operations and emergency operations involving the fire service and makes decisions regarding the need for additional or special equipment, unless relieved by a superior officer.
- Responds to calls for service and, when necessary, supervises fireground operations. May assume command in accordance with department guidelines at the scene of fires/emergencies unless relieved by a senior officer.
- Maintains proper scheduling and staffing of the department including the hiring of overtime personnel (within the guidelines of the collective bargaining agreement) and daily staffing rosters.
- Maintains all associated staffing roster records and/or overtime coverage cards.
- Receives and approves all requests for the exchange of time in compliance with department policy. Maintains an official record of all exchanges.
- Details extra personnel assigned to the shift for coverage in other companies in accordance with departmental guidelines.
- Inspects personnel quarters, apparatus, tools, equipment and records of fire companies as directed by higher authority.

- Completes performance evaluations on assigned subordinate personnel. Mentors, coaches, counsels and provides related performance reports regarding subordinate personnel.
- Coordinates and conducts training activities for assigned shift or Department-wide in the subject areas of basic fire, rescue, hazardous materials, standard operating guidelines, personnel procedures manual, drivers manual, officers manual, policy directives and other topics as assigned. Takes direction from higher authority on related training matters.
- Completes special projects at the discretion of the Fire Chief or designee.
- Suggests, drafts, and participates in the development of policy for the department and serves in an advisory role to the executive team.
- May interact with internal and external agencies at Town meetings or other functions at the direction of the Fire Chief.
- Supervises pre-planning activities on Town buildings for his/her assigned shift.
- Assists with short-term and long-term planning activities for the department as directed by the Fire Chief.
- Develops incident action plans and after-action reviews for the Department.
- May be assigned responsibility for a major departmental function or Division (i.e. LEPC, emergency management, departmental safety officer, Training and Support Services, or committee chairperson) as determined by the Fire Chief.

Additional Work Responsibilities:

- Performs related training, administrative and operational work as determined by the Fire Chief or designee.

Knowledge, Skills & Abilities:

- Extensive knowledge of fire suppression techniques, equipment, tactics and strategy, methods of fire prevention and other emergency life-saving techniques.
- Extensive knowledge of departmental rules, policies, guidelines, training bulletins, Town personnel rules, emergency medical procedures and of the geography of the town.
- Extensive knowledge of effective training techniques, materials and methods.
- Must obtain and maintain state certification as a Fire Officer II within 12 months of appointment to position.
- Must obtain and maintain state certification as a Fire Instructor within 12 months of appointment to position.
- Must obtain and maintain state certification as an Emergency Medical Technician within 12 months of appointment to position.
- Ability to stay up-to-date on the latest technology and strategy and tactics in dealing with firefighting, emergency medical response, rescue, and hazardous materials.
- Ability to direct large-scale operations under emergency conditions.
- Ability to establish and maintain effective working relationships with others.
- Ability to express oneself clearly and concisely, orally and in writing.
- Ability to plan, schedule and assign work to subordinates and to prepare and maintain written records and reports.
- Ability to supervise the work of subordinates in a manner that fosters morale and cooperation.

Working Environment:

- Work requires considerable judgment, which is restricted by department regulations and review by superior officers.
- Employees in this class are required to perform their duties under all conditions of weather.
- Work schedule rotates according to the Division assigned, in accordance with the collective bargaining agreement.
- May be assigned to command the Training and Support Services Division depending on operational needs of the Department.
- Employees in this classification may be expected to perform heavy manual labor under conditions of extreme personal hazard and under conditions of extreme discomfort which may require the use of specialized personal protection equipment. Operates in environments of high noise, poor visibility, limited mobility and in enclosed or confined spaces. Works in areas where sustaining traumatic or thermal injuries is possible.
- Must be mobile and able to access and reach difficult places and varied terrain. Must be able to sit for prolonged periods, able to perform manipulative skills such as sweeping, writing or using a calculator, and skills requiring hand-eye coordination.
- Must be able to push, pull and lift objects weighing more than 40 pounds. Able to see objects far away, in order to drive, close, in order to read, and discriminate colors, as in warning lights.
- Ability to hear normal sounds with some background noise, distinguish voice patterns, and communicate through speech using the English language as in using a telephone or conducting training programs.
- Ability to concentrate on fine details with some interruption. Needs to attend to task/function for 45-60 minutes at a time. Able to remember multiple tasks/assignments given over long periods of time. Able to understand the theories behind several related concepts.
- May be exposed to blood or body tissues, hazardous waste materials, high and low temperatures, sudden temperature fluctuations and outside seasonal temperatures, grease, oil, dust, chemicals, bodily injuries, loud or unpleasant noises, high humidity or wetness, electrical hazards, burns, or electro-magnetic radiation from computers.
- Hazards to personal safety may arise from personal, mechanical and natural sources and include possible loss of life.
- Must be cleared to wear respiratory personal protection as established by OSHA guidelines and must be able to wear other related personal protective equipment.
- May encounter persons, who at times may be agitated or emotional. Ability to work professionally with co-workers, customers and the public at large.
- As Chief officer rather than Company officer, may participate in more fire calls than lower ranked personnel.

Minimum Qualifications:

- Graduation from high school and completion of two years at an accredited college, including at least 30 semester hours in management, public administration, fire and EMS related subjects. Must be a company level officer with eight (8) years of progressively responsible paid firefighting experience, of which a minimum of two (2) years must be as a company level officer.
- Possession of a valid motor vehicle operator's license and a driving record compliant with the Town of West Hartford Safe Driving Policy is required.

The above description is intended as illustration of the various types of work that may be performed and are representative of those that must be met by an employee to successfully perform the essential functions of the job. It is intended as a guide for personnel actions and must not be taken as a complete itemization of all facets of any job. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.



EXHIBIT C

"Line Member Inspection Program"

The Town of West Hartford (the Town) and the West Hartford Fire Fighters Association I.A.F.F. Local 1241 (the Union) desire to supplement permanently assigned certified personnel in the Fire Marshal's Office with certified members from the Operations Division on a voluntary, overtime basis. As such, the Town and the Union agree to the following:

1. The requirement of Company Level Officers to obtain and maintain certification as a Life Safety Code Inspector as outlined in Article XV, section 15.2, shall no longer be in effect.
2. The Town shall maintain a voluntary program that utilizes members, certified as fire inspectors, to perform fire code inspections on an overtime basis. This program, the "Line Member Inspection Program" shall be managed and supervised by the Fire Marshal.
3. The general overview of the Line Member Inspection Program is as follows: The Department shall sponsor one member per year to attend initial certification training. Through an annual allotment of overtime hours, inspectors will be available to the Fire Marshal to supplement inspection requirements. Available overtime shall be offered equally to all certified members participating in the program and shall be posted and assigned by the Fire Marshal or designee.
4. While entry into the program is voluntary, certain aspects of code enforcement, such as court appearances, require mandatory participation on the part of the inspector. Compensation for mandated time shall be in accordance with Article XIII of the Collective Bargaining Agreement.
5. Any currently certified member may apply to serve in the program. If there are in excess of three (3) interested and certified members, they shall be allowed to join the program however, the annual allotted number of overtime hours shall not be adjusted.
6. Currently certified members who join the program ("opt-in") are expected to remain with the program for the duration of their current re-certification cycle. Company officers may "opt out" of the program at the completion of a re-certification cycle.
7. Members who choose to enter the program agree to be personally responsible for monitoring their certification hours and attending a sufficient number of training classes to maintain certification, per State regulations. The Fire Marshal shall oversee the curriculum and training needs specific to inspectors. Training classes shall either be provided by the Town or through access to State and online programs and shall be provided at Town expense. The Town shall budget for 12 hours of overtime for each line inspector to be used

for required continuing education. Other training required to maintain certification shall be assigned for completion while on-duty. Overtime for training must be approved by the Fire Marshal prior to attendance. Any and all training shall be documented through systems and procedures as outlined or dictated by the Training and Support Services Division. Any member who fails to maintain the number of training hours required by State regulation shall be removed from the program.

8. Any member previously certified at the Town's expense that does not apply for the program, who joins and then "opts-out", or who is removed from the program but wishes to maintain their inspector certification may do so at their own expense. Any of these members not in the program shall be permitted to access online training or other training while on-duty provided it does not interfere with operational expectations.
9. While the intent of this program is to supplement routine inspections and general workload in the Fire Marshal's Office, the parties agree that any member in the inspection program may be used while on-duty in the Operations Division for time-sensitive code issues. For any remaining in the program or entering the program after this agreement, the parameters in Section 16 apply. Any use of members for inspection duties while on duty must be coordinated through the on-duty Deputy Chief, Fire Marshal, and if necessary, the CDO.
10. If a member who was certified by the Town opts-out or does not join the program, they shall not be considered for new initial certification training in the future.
11. The Town may limit the number of inspection days assigned to each member in the program to allow for adequate division of labor and/or maintain the program within budget limitations. The Town agrees to offer the available hours equally among the inspectors. The Union acknowledges that while the Department shall budget for and request hours in support of this program, that the number of hours available for the inspection program may vary in any fiscal year based upon budgetary approval.
12. Any member who fails to perform their inspection duties in a competent manner consistent with current standards and reasonable attempts to improve his/her performance have been made by the Fire Marshal, shall be subject to a performance management process to include removal from the program.
13. The normal inspection shift shall consist of eight (8) hours. Article XIII, section 13.4 of the current Collective Bargaining Agreement shall be amended to include the following:
"c. For inspection duties performed by off-duty line members working for the Fire Marshal's Office in the member inspection program, the employee shall be paid for the actual number of hours worked above the four (4) hour minimum, up to eight (8) hours. All time spent performing inspection duties above the eight (8) hours shall be computed by multiplying his/her regular hourly rate by twelve (12) hours."
14. Shifts of less than or greater than the eight (8) hours must be approved by the Fire Marshal.

15. Given the extensive investment in training and continuing education, members joining the inspection program after execution of this agreement will have the following parameters:
 - a. Will be subject to an interview process prior to selection for certification training and/or inclusion in the program.
 - b. Agree to commitment participating in the Inspection Program for the duration of their first certification cycle or ending of current cycle if already certified (unless voluntarily transferred or promoted to the Fire Marshal's office).
 - c. May perform all duties of the Fire Inspector job class
 - d. Agree to work at least 8 hours per month in the Inspection program, when the hours are supported by workload and budget
16. If an inspector is certified in fire investigation, with permission from the Fire Marshal, they may voluntarily accept to work in a fire investigation capacity and receive "on-call" pay as per the Inspector job class and may be utilized as a primary or secondary investigator when called back. IF an inspector accepts investigation responsibilities, the Town will budget for an additional eight (8) hours of overtime annually for re-certification/training.
17. Nothing in this Agreement prohibits the Town from sending additional members to inspection or fire investigator training.
18. If a sufficient number of members do not apply for the program or if the program does not meet established performance objectives, the Town and Union will meet to negotiate impact and make corrections, prior to terminating the program.