



AGREEMENT

BETWEEN

CITY OF COCOA, FLORIDA

AND

TEAMSTERS LOCAL UNION # 769

REPRESENTING

COCOA FIRE DISTRICT CHIEFS

Fiscal Years 2020-21, 2021-22, and 2022-23

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PREAMBLE

This Agreement is entered into by and between the City of Cocoa, Florida, hereafter referred to as the “City” and the Teamsters Local Union No. 769, hereafter referred to as the “Union.”

ARTICLE 1 - RECOGNITION

The City hereby recognizes the Union as the exclusive representative for the purpose of collective bargaining with respect to wages, hours, terms and conditions of employment as provided in Section 447.309(1), Florida Statutes for all regular, full-time Fire Department employees in the classification of District Chief as determined by the Public Employees Relations Commission in Certification No. 1912.

ARTICLE 2 - NON-DISCRIMINATION

Section 1. Neither the Union nor the City shall unlawfully discriminate against any employee on the basis of race, color, religion, age, sex, disability, marital status, political affiliation, national origin, or union membership or non-membership. The use in this Agreement of the designation "he" in referring to an employee shall mean "he" or "she" wherever used.

Section 2. Nothing contained in this Article or elsewhere in this Agreement shall restrict the City from taking any lawful action to implement equal employment opportunity and affirmative action.

Section 3. No bargaining unit member will be discriminated against on the basis of status protected by applicable law (including union or non-union status.) However, the parties also recognize that the City has established an internal procedure to investigate and resolve alleged cases of discrimination, which is, in addition to existing and adequate procedures established by the State of Florida and the Federal government. Accordingly, it is agreed that allegations of employment discrimination prohibited by this Article shall be processed either through the City's internal procedure or in accordance with state or federal law, and cannot be processed through the contractual grievance procedure.

ARTICLE 3 - SEVERABILITY

Section 1. If any provision of this Agreement, or the application of such provision, should be rendered invalid by the final action of a court of competent jurisdiction because of any existing or subsequently enacted legislation, the remaining parts of this Agreement shall remain in full force and effect. If such an invalidating action occurs, the Union and the City will meet at the request of the Union, and attempt to agree upon a replacement article or articles.

ARTICLE 4 - MANAGEMENT RIGHTS

Section 1. Except as specifically restricted by the provisions of this Agreement, the City has the sole and exclusive right to manage and direct any and all of its operations. Accordingly, the City specifically, but not by way of limitation, reserves the sole and exclusive right to:

- A. Determine the purpose and organizational structure of the Fire/Rescue Service;
- B. Exercise control and discretion over the organization and efficiency of operations of the Fire/Rescue Service;
- C. Decide the scope of the service and set performance standards for service to be offered to the public;
- D. Change, modify or alter the composition and size of the work force, including the right to relieve employees from duties because of lack of work, funds, or other legitimate reasons which could arise;
- E. Determine the location (including the location and number of stations), methods, means and personnel by which operations are to be conducted;
- F. Change or modify duties, tasks, responsibilities or job descriptions due to operational requirements of the Fire/Rescue Service;
- G. Transfer, assign, schedule employees in positions within the organizational structure of the City and the Fire/Rescue Service;
- H. Change or modify the number, types, and grades of positions or employees assigned to an organization, unit, division, department, or project;
- I. Formulate, issue, amend or delete policies, procedures, and rules;
- J. Hire, examine, classify and/or otherwise determine the criteria and standards of selection for employment;
- K. Promote and/or otherwise establish criteria and/or procedures for promotions within and without the bargaining unit; and determine the number and types of positions as well as the number and types of positions in each classification, grade, step or designation in any plan which is or may be developed by the City;

- L. Lay off and/or relieve employees from duty due to lack of work or lack of funding;
- M. Recall employees in accordance with City policies;
- N. Determine the allocation and content of job classifications; and determine all training parameters for all City positions, including persons to be trained and extent and frequency of training;
- O. Formulate and/or amend job descriptions;
- P. Merge, consolidate, expand, curtail, transfer, or discontinue operations, temporarily or permanently, in whole or in part, whenever in the sole discretion of the City good business judgment makes such curtailment or discontinuance advisable;
- Q. Create, expand, reduce, alter, combine, assign, or cease any job;
- R. Determine whether and to what extent the work required in its operation shall be performed by employees covered by this Agreement;
- S. Control the use of equipment and property of the City and determine the number and classifications of employees assigned to any function, shift, station or piece of equipment;
- T. Determine the maintenance procedures, materials, facilities, and equipment to be used, and introduce new or improved services, maintenance procedures, materials, facilities and equipment;
- U. Contract and subcontract existing and future work;
- V. Maintain the efficiency of the operations of the Department;
- W. Exercise any other management rights as set forth in Chapter 447, Florida Statutes and/or as determined by the Public Employees Relations Commission or a Court of competent jurisdiction;
- X. Have complete authority to exercise those rights and powers which are incidental to the rights and powers enumerated above.

Section 2. If the City fails to exercise any one or more of the above functions from time to time, this will not be deemed a waiver of the City's right to exercise any or all of such functions.

Section 3. If, in the sole discretion of the City Manager, or in his/her absence the City official so designated by law to act in his absence, it is determined that civil emergency conditions exist, including but not limited to riots, civil disorders, hurricane conditions or similar catastrophes, the provisions of this Agreement may be suspended by the Mayor during the time of the declared emergency, provided that wage rates and monetary fringe benefits shall not be suspended.

ARTICLE 5 - RULES AND REGULATIONS

Section 1. The City shall make available electronically to all Departmental policies and procedures, City Employee Handbook, and/or City policies, Safety Manual, Workers' Compensation Managed Care Arrangement, and any future amendments thereto. Copies shall also be provided to the Union.

Section 2. Except as modified by a specific provision of this Agreement, bargaining unit employees shall comply with all rules, regulations, policies, procedures, and practices of the City and the Fire Department, including the Employee Handbook, the Safety Manual and the Managed Care Arrangement, and any amendments thereto. This Agreement shall prevail in any conflict. "Conflict" as used herein defines a condition created when the enforcement of one provision requires the violation of another provision. A simple overlapping of provisions does not necessarily create a conflict between the provisions.

Section 3. Should the City and/or the Department exercise its right to formulate, amend, revise, delete and/or implement any rules, regulations, policies, procedures and practices, the City or the Department shall provide a copy of a new or amended rule, regulation policy, procedure, or practice to the Union at least twenty (20) days prior to the proposed implementation. The Union shall be provided an opportunity, upon its request, to impact bargain (which shall include the identity of the impacts) such changes with the City regarding the City's proposed action prior to the twenty (20) days of proposed effective date of such action. The City and/or Department may grant the union additional days upon written request.

Section 4. The City shall furnish an electronic copy of this Agreement to all bargaining unit employees who are covered by said Agreement, at no cost to the

employee or the Union within thirty (30) days after said agreement is ratified by all parties. In addition, all newly hired employees who are covered by this Agreement shall be furnished an electronic copy of said agreement, at no cost to the newly hired employee or the Union within thirty (30) days of their employment.

ARTICLE 6 - GRIEVANCE AND ARBITRATION PROCEDURES

A. GRIEVANCE:

Section 1. It is agreed to and understood by both parties that there shall be a procedure for the resolution of grievances between the parties arising from the application or interpretation of this Agreement. Grievances are limited to claims arising during the effective dates of this Agreement which are dependent for resolution exclusively upon interpretation or application of one or more express provisions of this Agreement. No dispute, claim or complaint or other matter not meeting this definition shall be processed by the City.

Section 2. Prior to filing a grievance, the bargaining unit employee may notify his/her supervisor of his/her intent to file a grievance within ten (10) calendar days. This does not modify the other time limits contained in this article.

Section 3. The City agrees that the Union representative may adjust grievances while on duty. The Union agrees not to abuse this privilege. The Union will provide the City with the name of its representative and his or her alternate assigned to adjust grievances.

Section 4. All grievances must be processed within the time limits provided unless extended by mutual agreement in writing. If the time limits are not extended and the bargaining unit employee or Union does not initiate the grievance or appeal a decision of management within the time limits specified, the grievance shall be dismissed. If the City does not render a decision within the time limits specified, the grievance will advance automatically to the next step. Both parties may agree to by-pass or extend any step of the grievance procedure by mutual consent.

Section 5. Grievances shall be processed in accordance with the following procedures:

Where a grievance is general in nature in that it applies to a number of employees having the same issue to be decided, it shall be presented directly at Step 2 of the grievance procedure within the limits provided for the submission of grievances in Step 1, and shall be signed by the aggrieved employees and/or the Union representative on their behalf if they so desire.

STEP 1: Within ten (10) calendar days of the date the employee or the Union knew or should have known of the incident or occurrence giving rise to the grievance, the employee must submit the grievance, in writing, to the Deputy Fire Chief. The written grievance shall identify the specific provisions of this Agreement allegedly violated, provide factually specific data in support of the grievance, including management actions that allegedly violated the Agreement, and state the relief requested. The Deputy Fire Chief shall respond to the grievance in writing within ten (10) calendar days of the receipt of the grievance.

STEP 2: If the grievance has not been satisfactorily resolved in Step 1, the bargaining unit employee, or the Union representative if the employee so wished his/her assistance, may present such grievance to the Fire Chief or his/her designee. The grievance must be presented to the Fire Chief or his/her designee within ten (10) calendar days from the date the Deputy Fire Chief's response was due or received, whichever is earlier in Step 1. The Fire Chief or his/her designee shall meet with the bargaining unit employee, and the Union representative if the employee wishes, within ten (10) calendar days. The Fire Chief or his/her designee shall respond in writing within ten (10) calendar days from the date from the receipt of the grievance.

STEP 3: If the grievance has not been satisfactorily resolved in Step 2, the bargaining unit employee, or the Union representative if the employee so wishes his/her assistance, may present such grievance to the City Manager within ten (10) calendar days. The City Manager or his designee shall meet with the bargaining unit employee and the Union representative if the employee wishes, within ten (10) calendar days of the date the Fire Chief's response was due or received, whichever is earlier, in Step 2. The City Manager or his designee shall respond in writing within ten (10) calendar days from the date of the appeal to the City Manager.

B. ARBITRATION:

Section 1. Any grievance not resolved in the grievance procedure may be referred to arbitration by written notice to the City Manager, attaching a copy of the written grievance, within ten (10) calendar days of the date the response was due in Step 3 from the City Manager or his/her designee. Any grievance not referred to arbitration within ten (10) calendar days shall be considered settled on the basis of the City's last response and shall not be arbitral.

Section 2. The parties agree that they will select an arbitrator in accordance with the selection criteria of the Federal Mediation and Conciliation Service ("FMCS"), the sole function of that body being to assist in the selection of the arbitrator. The FMCS Request for Arbitration Panel form must be submitted by the party requesting arbitration within ten (10) calendar days of the party's demand for arbitration. The request shall be for a list of seven (7) qualified arbitrators from the FMCS. Each party has the right to request one (1) new panel of arbitrators. The Union and the City will alternately strike one name at a time from the panel, with the party requesting arbitration striking first, until only one (1) name remains. That person shall be the designated arbitrator. Nothing

contained in this Article shall prevent any employee covered by this Agreement from processing his or her own grievance through the grievance procedure unassisted.

Section 3. The arbitrator shall only have the jurisdiction and authority to hear a grievance as defined in this Article, and which has been properly advanced to arbitration. The arbitrator shall have no authority to expand the definition of a grievance herein, and shall have no authority to expand any of the time limits set forth herein. The arbitrator's decision shall be final and binding on both parties subject to any court review allowable by applicable law.

Section 4. The arbitrator shall have no authority to change, amend, add to, subtract from, or otherwise alter or supplement this Agreement or any part thereof or any amendment thereto, nor shall the award directly or indirectly change, modify or ignore any of the terms of this Agreement.

Section 5. The arbitrator shall have no authority to consider or rule upon any matter which is stated in this Agreement not to be subject to arbitration, which is not a grievance as defined in this Article, or which is not covered by this Agreement.

Section 6. The arbitrator shall confine himself or herself exclusively to the question which is presented to the arbitrator, which question must be actual and existing. Copies of the award of the arbitrator made in accordance with the jurisdiction authority under this Agreement shall be furnished to both parties within thirty (30) calendar days of the close of the hearing.

Section 7. It is contemplated that the City and the bargaining unit employee, the bargaining unit representative or legal counsel shall mutually agree in writing as to the statement of the matter to be arbitrated prior to a hearing. If this is done, the arbitrator shall confine his or her decision to the particular matter thus specified. In the event of the

failure of the parties to so agree on a statement of issue to be submitted, each party shall submit its own. Under no circumstances shall the issues to be arbitrated be expanded from the issues specifically set forth in the original grievance filed at Step 1 of the grievance procedure. Each party shall bear the expense of its own witnesses and its own representatives. The expenses of the impartial arbitrator shall be borne equally by the parties. Any party requesting a copy of the transcript of such arbitration hearing shall bear the cost of the same.

Section 8. No decision of any arbitrator or of the City in one case shall create a basis for retroactive adjustment in any other cases. Moreover, no settlement reached between the City and the Union and/or the City and its employees may be used as precedence or as evidence of disparate treatment in any subsequent case.

Section 9. Nothing contained in this Article shall prevent any employee covered by this Agreement from processing his or her own grievance through the grievance procedures unassisted. However, the bargaining unit representative shall have a right to inquire of the status of the grievance, have notice of and attend grievance meetings, present the Union position, if any, and be informed of the resolution of the grievance. The bargaining unit representative's failure to inquire or attend shall not be a basis for the Union to challenge the handling or resolution of the grievance. When the Union representative attends a grievance meeting, he or she shall not interfere with the orderly conduct of the meeting.

C. CITY GRIEVANCE PROCESS:

This Article sets forth the exclusive mechanism for resolving grievances as defined by this Article, and bargaining unit employees may not file a grievance under the City's personnel policies over any matter meeting the definition of a grievance under this Article.

Bargaining unit employees may file a grievance under the City's Employee Handbook over any matter not meeting the definition of a grievance under this Article, and therefore excluded from the grievance and arbitration procedures of this Agreement, such as discipline and discharge.

ARTICLE 7 - PROBATIONARY PERIOD

Section 1. The probationary period for newly hired employees will be for a period of one (1) year. The probationary period for bargaining unit employees promoted to the rank of District Chief will be for a period of six (6) months if they have satisfied their initial new hire probationary period. In the event a bargaining unit employee takes a leave of absence, the probationary period will be resumed and continued for the length of the absence.

Section 2. Bargaining unit employees who do not satisfactorily complete their probationary period will be separated from employment without the right to grieve their separation; provided, however, that a bargaining unit employee promoted from the IAFF rank-and-file bargaining unit shall be returned to their former position in the IAFF rank-and-file bargaining unit if such return is allowed by the IAFF rank-and-file collective bargaining agreement.

Section 3. New hire probationary employees may not take vacation during the first six (6) months of their probationary period, unless approved by the Fire Chief or his/her designee.

Section 4. Probationary employees will not attend City-sponsored schooling unless approved by the Fire Chief or his/her designee.

ARTICLE 8 - DUES DEDUCTION

Section 1. Any member of the Union who has submitted a properly executed written dues authorization card or statement to the City may have his/her dues in the Union deducted from his/her wages. Dues shall be deducted on a weekly basis (first four pay periods of the month), unless a bi-weekly (first two pay periods of the month) payroll is adopted and, shall, thereafter, be transmitted to the Union or its designated depository. Dues shall be remitted monthly along with a list containing the name, social security number, and the amount deducted, of the bargaining unit members for which remittance is made. The City, however, shall have no responsibility or liability for the improper deduction of any dues. The Union will initially notify the City as to the amount of deductions. Changes in deductions will be submitted to the Human Resources Division, via certified mail or e-mail notification, specifying the amount of dues to be deducted, and a list of Association members affected, at least thirty (30) days in advance. Further, the Union shall hold the City harmless for any errors in the administration of the dues deduction system. Under no circumstances shall the City be required to deduct Union fines, penalties, or non-uniform special assessments from the wages of any member.

Section 2. Any authorization for dues deduction may be canceled by the employee upon thirty (30) days written notice to the City, with a copy to the Union.

Section 3. When an employee quits, is discharged, or is laid off, any unpaid dues owed to the Union will be deducted from the employee's last paycheck.

Section 4. No deduction shall be made from the pay of any employee during any payroll period in which the employee's net earnings for the payroll period are less than the amount of dues to be paid.

Section 5. The Union agrees to hold and save the City safe and harmless from any and all judgments, suits, actions, orders, etc., which may arise because of the City's actions under the provisions of this Article.

ARTICLE 9 - BULLETIN BOARDS

Section 1. The City will allow the Union to use bulletin board space for Union business in the District Chief's office. The board will be used only for the following notices: recreational and social affairs of the Union, Union meetings, Union elections, reports of Union committees, and other official Union communications. All notices posted on the Union bulletin boards will contain the signature of the Union Representative. Bulletin boards shall remain neat, organized and its information current. Notices and announcements shall not contain anything political or controversial, or reflecting negatively upon the City, any of its officials or employees. No material, notices or announcements which violate the provisions of this Section shall be posted. Any violations of this Section shall entitle the City to immediately remove any offending materials.

ARTICLE 10 - STRIKES AND LOCKOUTS

Section 1. There will be no strikes, work stoppages, picket lines, slowdowns, boycotts, or concerted failure or refusal to perform assigned work by the bargaining unit employees presented by the Union, and there will be no lockouts by the City for the duration of this Agreement.

Section 2. It is recognized by the parties that the City is responsible for any engagement in activities which are the basis of the health and welfare of the citizens and that any violation of this section could give rise to irreparable damage to the City and to the public at large. Accordingly, it is understood and agreed that, in the event of any violation of this section, the City shall be entitled to seek and obtain immediate injunctive relief, together with such other remedies it may have, either separately or simultaneously. It is agreed that the Union shall not be responsible for any act alleged to constitute a breach of this section if neither the Union nor any of its officers instigated, authorized, condoned, sanctioned or ratified such actions, and further that the Union and its officers have used every reasonable means to prevent or terminate such action.

ARTICLE 11 - UNION BUSINESS

Section 1. The Union shall notify the Fire Chief, in writing, of its designated Union officials. It shall be the responsibility of the Union to inform the Fire Chief, in writing, of any change of the designation of such officials. No Union official will be recognized by the City unless the Fire Chief receives written notification from the Union of his/her designation. One member of the bargaining unit elected or appointed to shop steward may be afforded time off with pay to perform their Union functions subject to prior approval of the Fire Chief, or his/her designee. This will be limited to the Steward and/or his or her appointed designee. This would include attendance at regular or special meetings, which would involve the Fire Department, contract negotiations, and activities related to grievance handling without loss of pay or applicable benefits, as long as it does not interfere with the operations of the Fire Department.

Section 2. The Union Steward may be allowed time off with pay to attend any and all meetings of the City Council, for issues which pertain to the bargaining unit, as long as this does not interfere with the operations of the Fire Department.

Section 3. All provisions of this Article require the prior approval of the Fire Chief, or his/her designee. Denials shall be grievable but not arbitrable.

ARTICLE 12 - SHIFT EXCHANGES

Section 1. Employees covered by this agreement shall be allowed to exchange shifts at the discretion of the Fire Chief or his/her designee. All exchanged time, duty assignments and job tasks shall be the sole responsibility of the rescheduled employee.

Section 2. A request to exchange shifts form shall be filled out, signed and turned in to the Fire Chief or his/her designee at least one shift in advance of the requested shift exchange date by the employees agreeing to exchange shifts. The request shall include the date the employee requesting the shift exchange will pay the employee working the shift exchange back.

Section 3. Employees shall be limited to eight (8) shift exchanges per fiscal year. At the discretion of the Fire Chief, the eight shift limit may be increased for assignments or duties that may benefit the organization.

Section 4. The payback of the shift exchange shall be completed within six (6) months from the date of the original trade.

Section 5. Under no circumstances shall an employee pay another employee to work a shift exchange.

Section 6. The employee working the trade will not be eligible for vacation and if they are sick then their sick leave will be charged accordingly.

ARTICLE 13 - UNIFORMS

Section 1. The City shall provide bargaining unit employees with all uniforms, protective clothing, and equipment as required by the Department.

Section 2. The City shall replace all items as necessary, except when the item is damaged or lost as a result of the employee's negligence.

Section 3. Upon separation from employment with the City of Cocoa Fire Department, all issued equipment and serviceable uniforms will be returned. Any bargaining unit employee who retires from the City may retain one badge and a helmet.

Section 4. The employee will maintain uniforms in a clean and presentable manner in accordance with the Department's Standard Operating Guidelines.

Section 5. The City shall repair or replace wristwatches of comparable worth, not to exceed one hundred (\$100.00) dollars and prescription eye wear not to exceed two hundred (\$200.00) dollars, if broken or lost on duty, through no negligence of the bargaining unit employee, and provided it is reported while the bargaining unit employee is still on duty. Any claims made after the bargaining unit employee goes off duty will not be considered. Members of the bargaining unit will be provided a one hundred (\$100.00) dollar shoe allowance, at the beginning of each fiscal year, to purchase shoes approved by the Fire Chief.

ARTICLE 14 - INSURANCE

The City will provide group health insurance to bargaining unit employees on the same basis as such is provided to other City employees. No changes shall be made to existing benefits and/or premiums without first providing the Union with notice of any proposed changes and an opportunity to meet and confer, upon the Union's request, over said changes.

ARTICLE 15 - WAGES

Section 1. Effective the first payroll period of Fiscal Year 2021 the City shall provide bargaining unit members that are above the annual midpoint with a three percent (3%) wage increase and members that are below the midpoint a five percent (5%) wage increase. Effective the first payroll period of Fiscal Year 2022, bargaining unit members will receive a salary increase of seven (7%), or same across the board wage increase provided to IAFF if greater than 7%. For the 2nd and 3rd years of this Agreement (fiscal years 2022 and 2023), wage increases, if any, will be established through the negotiations process. The City shall establish a Wage Plan for bargaining unit employees as set forth below:

Classification	Grade	Annual Minimum	Annual Maximum
Fire District Chief Union	TU1	\$67,340	\$107,744

Section 2. Bargaining unit members employed for a partial fiscal year will receive a prorated wage increase equivalent to the number of full calendar months they were employed. For example, a District chief with a new hire date of June 15, will be eligible for 3/12 of the annual wage increase with counting months of July- September and new hire that starts on June 1 would receive 4/12 of the annual wage increase with counting the month of hire as a full month. .

Section 3. No increases will be given upon the expiration of this contract until another contract has been ratified or imposed.

Section 4. Under no circumstances will employees be eligible to receive a wage increase above the maximums for their pay grade. Once the maximum has been

reached, the employee will receive a lump sum. There could be instances where the amount is split between an hourly rate increase and a lump sum payment when the employee reaches the maximum pay grade.

Section 5. Bargaining unit employees holding a valid Florida Paramedic certification and approved by the Medical Director and Fire Chief to be a “solo status” Paramedic shall receive a minimum incentive pay of \$260.00 bi-weekly so long as they maintain in good standing their certification and “solo status.” Such pay differential shall not be less than \$30 bi-weekly above the Rank and File Solo Pay.

Section 6. The City agrees, for the duration of this Agreement, all members of the bargaining unit who are or become eligible for the educational incentive pay amounts established pursuant to “Florida Firefighter Standards and Training” in Florida Statutes, Chapter 633, will continue to receive such amounts.

Section 7. The City reserves the right to provide bargaining unit employees with equity adjustment increases, as it deems necessary in its sole discretion. The Union shall be consulted prior to the City providing any such increases.

ARTICLE 16 - HOURS OF WORK

Section 1. Bargaining unit employees are primarily responsible for performing non-manual work directly related to management policies or the general operations of the Department, or are primarily responsible for managing a unit within the Department, including the supervision of two or more employees. Bargaining unit employees also regularly exercise discretion and independent judgment in performing their job duties. Moreover, bargaining unit employees are paid on a salary basis, and that nothing in this Agreement is intended to convert the bargaining unit employees to hourly employees. It is therefore understood and agreed that bargaining unit employees are exempt from the overtime requirements of the Fair Labor Standards Act.

Section 2. Bargaining unit employees will normally be assigned to work 24-hour shifts. Bargaining unit employees may be required to work additional hours as deemed necessary by management. This Article and its subsections are intended to provide a basis for the scheduling of work and shall not be construed as limiting the right of the City to fix the number of hours of work either per day or per week for such employee. The City will establish the basic workweek and hours of work best suited to meet the needs of the Department and to provide superior service to the community. They are paid for job done which may require them to work outside the basic workweek.

Section 3. An average of 50 hours of work per week (Monday through Sunday) consisting of periods of 24 hours on duty, including meals and rest periods, followed by 24 hours off duty, 24 hours of duty, including meals and rest periods, followed by 24 hours off duty, 24 hours on duty, including meals and rest periods, followed by 96 hours off duty.

Section 4. Bargaining unit employees will earn one administrative day per month that has to be taken in the month it is earned and cannot be carried over to the

following month. Administrative days are an authorized planned absence from regularly scheduled work hours. The monthly administrative days for the ensuing year will be requested and approved by the Fire Chief or designee by the employee starting in December of the prior year. The approval of requests shall be based on factors including, but not limited to, operational needs, timeliness of request, etc. Administrative days may be changed with 30 days of advanced written notice.

Section 5. Bargaining unit employees may be provided compensatory time for additional hours outside of normal shift work at an earned rate of hour/hour and if agreed upon prior to by the Fire Chief or designee. The compensatory time may be accrued up to ninety-six (96) hours and may not be carried over a past a calendar year without prior approval from the Fire Chief. Such compensatory time shall never be paid out and must be used as time off. Compensatory time will be used first before using vacation time when leave is requested. When the compensatory leave balance can cover a 24-hour shift, the compensatory time will be used in lieu of pre-scheduled vacation hours.

Section 6. When a District Chief vacancy exists on a shift, and the shift is below minimum staffing for the day, the City may fill the District Chief vacancy with an employee covered by this Agreement as approved by the Fire Chief. If the City decides to fill a District Chief shift vacancy with an employee covered by this Agreement, the City shall compensate the employee at a fixed hourly non-pensionable rate of \$40.00. The process for filling a District Chief vacancy is covered under a Standard Operating Guideline (SOG). Nothing herein shall preclude the City from filling a District Chief vacancy with an employee not covered by this Agreement.

Section 7. Special project assignment pay shall be assigned by the Fire Chief or designee. Special project assignment pay will not exceed forty-eight (48) hours per fiscal

year at the agreed upon rate of pay per Section 6 of this Article. Special project pay will not count toward minimum staffing.

ARTICLE 17 - HOLIDAYS

Section 1. The following are recognized as holidays by the City:

1. New Year's Day (January 1)
2. Martin Luther King, Jr.'s Birthday (3rd Monday in January)
3. President's Day (Washington's Birthday) (3rd Monday of February)
4. Memorial Day (Last Monday of May)
5. Independence Day (July 4th)
6. Labor Day (1st Monday of September)
7. Veteran's Day
8. Thanksgiving Day (4th Thursday in November)
9. Day after Thanksgiving (4th Friday in November)
10. Christmas Day (25th Day in December)

Section 2. Except as provided below, bargaining unit employees will be paid holiday pay for each of the ten above-listed holidays at the employee's hourly rate of pay up to a maximum 100 hours. Holiday pay shall be pensionable. Bargaining unit employees who are working a modified shift (light duty), Workers' Compensation, or are on a medical leave of absence on the day of the recognized holiday, will receive time off with pay for the holiday instead of holiday pay. In such cases, the employee's holiday pay will reflect a percentage of the 100 hours pay (i.e., seven (7) holidays observed, seven-tenths (7/10) of 100 hours. Holiday pay shall be prorated for newly hired/promoted bargaining unit employees for holidays earned as a District Chief.

Section 3. Bargaining unit employees will be paid holiday pay in September in a separate check outside of regular payroll.

ARTICLE 18 - VACATION

Section 1. Bargaining unit employees on a 24-hour shift shall accrue vacation leave as follows:

Years of Service	# of Shifts	Monthly Accrual Rate (hours)	Maximum Calendar Year Carryover
1 – 5	9	18	432
6 – 10	10	20	480
11 – 15	11	22	528
16 and over	12	24	576

Bargaining unit employees converted to a 40-hour schedule shall accrue vacation as follows:

Years of Service	# Annual Hours	Monthly Accrual Rate (hours)
1-5	172.80	14.40
6-10	192.00	16.00
11-15	211.20	17.60
16 and over	230.40	19.20

Section 2. Vacation leave is an authorized planned absence from regularly scheduled work hours which has been approved by the Fire Chief, or designee. Therefore, bargaining unit employees must request and have prior approval from their supervisor in order to take vacation. Approval of vacation requests shall be based on factors including, but not limited to operational needs, timeliness of request; available accrued vacation time, etc.

Section 3. Any vacation requests during the year must be submitted in writing at least twenty-four (24) hours in advance, in increments of not less than two (2) hours.

Section 4. Maximum vacation time allowed to be taken at one time is one (1) year of accrual.

Section 5. Bargaining unit employees who are separated in good standing from the City and who have accrued vacation to their credit at the time of separation shall be paid the hourly rate for the accrued shift days not to exceed two (2) year's accrual, provided the employees submit a written notice fourteen (14) days in advance.

Section 6. In the event that an employee covered by this Agreement deceases, accrued vacation shifts, if any, shall be paid at the hourly rate to his/her beneficiary or estate.

Section 7. If a bargaining unit member becomes sick while on vacation, the time necessary to recover from the sickness will be charged to sick leave, not annual vacation, at the discretion of the Fire Chief, or his/her designee. The Fire Chief, or his/her designee, may request written explanation supporting his/her request to change to sick leave.

Section 8. A total of two year's accrual of vacation leave is the maximum number of hours that may be carried over from one (1) calendar year to the next. At the beginning of the first January pay period, the vacation leave balance of any employee that exceeds two year's accrual will be reduced to the number of hours for two years. If you fail to take vacation time within the calendar year, you will lose any leave over the two year accrual, except in extenuating circumstances as approved by the City Manager.

ARTICLE 19 - SICK LEAVE

Section 1. On shift bargaining unit employees accrue sick leave at the rate of twelve (12) hours per calendar month. Accrual is unlimited. Bargaining Unit Members temporarily assigned to a forty (40) hour workweek will earn sick leave at the rate of eight (8) hours per month.

Section 2. Paid sick leave will be granted to bargaining unit members when they are ill, if there are sufficient hours of accrual available. Sick leave is a privilege which shall be primarily reserved for personal sickness. In the event the bargaining unit employee needs to care for a spouse or child, three (3) days per year may be used. Medical leaves qualified for Family Medical Leave may be granted under the City's policy and applicable Federal law. Additional time may be granted upon the approval of the Fire Chief.

Section 3. Employees will notify the Fire Chief or designee at least one (1) hour before the start of their scheduled shift.

Section 4. Sick leave will be paid, as follows, in the event of termination by:

1. Resignation - Twenty-five percent (25%) of all accumulated unused sick leave at current hourly rate, up to a maximum of 720 hours with a minimum of five (5) years of continuous service with the City prior to resignation with a two (2) weeks advance notice of resignation.

2. Normal Retirement (As defined in the Pension Plan Ordinance) – Bargaining unit employees hired prior to October 1, 2007 will receive one hundred percent (100%) of all accumulated sick leave, up to a maximum payment of one thousand seven hundred twenty-eight (1,728) hours. Employees hired October 1, 2007 or after shall

receive 100% of all accumulated sick leave, up to a maximum of one thousand and eighty (1080) hours. Employees hired on or after August 1, 2013, shall receive 100 % of the sick leave balance not to exceed seven hundred twenty (720) hours.

3. Disability Retirement (As defined in the Pension Plan Ordinance) - Same as normal retirement above.

4. Death - In the event of death, the bargaining unit employee's estate or beneficiary will be paid at the same rate provided in section 4.2 above.

Section 5. A physician's note may be required in order to utilize sick leave to cover lost time from work if the employee is absent for more than two (2) consecutive shifts or there is a pattern of abuse.

Section 6. For the purpose of computing sick leave of less than one (1) hour, increments of the nearest ten (10) minutes will be used.

ARTICLE 20 – RESERVED

ARTICLE 21 - PHYSICAL FITNESS

Section 1. Bargaining unit employees shall participate in any Department wellness/fitness program and they shall be allowed to work out on duty. The Bargaining Unit may have a member on the Department Wellness/Fitness Committee.

Section 2. Any injuries sustained while on duty participating in approved work out activities shall be considered job-related injuries.

ARTICLE 22 - DRUG TESTING

Section 1. The City and the Union mutually agree that the use of unlawful drugs, alcohol, and other illegal controlled substances constitutes a danger to the employee, fellow employees, and the general public. It is further agreed that the safety of public property and equipment is placed at jeopardy if an employee is under the influence of drugs and alcohol. The purpose of this Article is to:

- A. Promote the goal of a drug-free workplace through fair and reasonable drug testing methods for protection of employees covered by this Agreement and the City.
- B. Provide employees who have drug use problems with an opportunity to participate in an employee assistance program or an alcohol and drug rehabilitation program.
- C. Provide for confidentiality of testing results.

ARTICLE 23 - PHYSICAL EXAMINATIONS

Section 1. To ensure bargaining unit employees are medically and physically capable of performing their required duties and reduce the risk of injuries and illness. Bargaining unit employees shall receive, at the City's expense, annual medical physicals, providing sufficient budget funds are available.

Section 2. Bargaining unit employees shall be required to participate in Fit for Duty examinations. Additional tests and examinations including, physiological evaluations, may be included and required as deemed necessary by management or a designated Fit-for-Duty physician.

Section 3. Bargaining unit employees who do not meet the minimum requirements for medical certification, shall be managed by the City in accordance with applicable department, City, state and federal rules and regulations.

ARTICLE 24 - TOBACCO FREE

All members covered by this agreement hired on or after October 1, 2015, shall be required to sign an individual agreement to acknowledge they will be a non-user of any tobacco products while on or off duty for the full length of their employment. Tobacco usage is defined as smoking cigarettes, electronic cigarettes, cigars, pipes, or use of any type of tobacco or non-prescribed nicotine products of any kind at all times, whether on or off duty. The parties further agree to encourage members hired before October 1, 2015, to stop using tobacco products. The City shall work with these affected members to develop a cessation program. Voluntary participation in such program is to be performed off-duty.

ARTICLE 25 - SHIFT TRANSFER REQUESTS

When a vacancy occurs in a bargaining unit position, the senior member holding the same classification shall be given first consideration for transfer to that vacant position prior to the shift being assigned to a new hire or promoted employee. Employees in a probationary period status are not eligible for shift transfers, unless approved by the Fire Chief or his/her designee.

ARTICLE 26 - PENSION

Section 1. Retirement benefits and employee contributions for employees covered by this Agreement will be as provided in the City of Cocoa Firefighters' Retirement Plan (the "Plan"), except as follows:

Section 2. In accordance with the Pension Plan Ordinance, for those bargaining unit members that were in a general non-union position at the time the accrual "snapshot" (Pensionable Earnings Leave Balances - August 8, 2013) was taken for calculation of pensionable payouts. The leave balances (sick and vacation) shall be calculated based off a forty (40) hour rate of pay, rather than the fifty (50) hour rate of pay. All other compensation for pension purposes shall remain in accordance with the pension ordinance.

Section 3. Upon approval of pension ordinance, the plan shall be amended by the City to provide for a service incurred disability retirement benefit equal to 60% of a member's average monthly salary if the disability occurs as the result of an active shooter event or mass killing.

Section 4. Any future proposed changes to the Plan will be done through the collective bargaining process.

ARTICLE 27 - SENIORITY

Seniority as used in this Agreement shall be defined as the period of time employed within District Chief classification. Should more than one employee have the same seniority date, the first letter of their last name at the date of hire shall define seniority starting with the letter "A" to "Z". Should more than one employee have the same first letter in the last name, the second letter shall define seniority, than the third, and so on and so on.

ARTICLE 28 - PERSONNEL REDUCTION

Section 1. Reduction in force within the bargaining unit shall be in order of first employees who are in the DROP (Deferred Retirement Option Plan) Program and then employees by reverse seniority, with the bargaining unit employee having the least seniority being laid off first.

Section 2. Recall shall be in reverse order of layoff and no new employees shall be hired until all members of the bargaining unit on layoff have been returned or given the opportunity to return to work. Notice of recall shall be sent to the Union and the laid-off member of the bargaining unit at his/her last known address by certified mail, return receipt requested. If any member fails to respond to the recall notice within fourteen (14) calendar days from the date of receiving the notice of recall, he/she shall be considered terminated with no further recall rights. Recall rights for any member of the bargaining unit shall expire eighteen (18) months from the date of layoff.

ARTICLE 29 - WORKING OUT OF CLASSIFICATION

In the event a bargaining unit member is required by the Fire Chief and/or City Manager to assume the duties and schedule of the Deputy Chief, they will receive seven and a half percent (7.5%) additional pay

ARTICLE 30 - JURY DUTY

Section 1. Any member of the bargaining unit ordered to report for jury duty shall be given sufficient time off with pay to carry out his/her civic responsibility. Before being relieved from his/her department duty, the employee will furnish official documentation of having been selected to serve. No deduction will be made by the City for any compensation for carrying out said jury duty or job-related deposition requirements.

Section 2. Upon completion of jury duty or deposition schedule each day, the bargaining unit member shall report back to complete the scheduled shift.

ARTICLE 31 - BEREAVEMENT LEAVE

Section 1. In the event of a death of a member of the bargaining unit employee's immediate family, a maximum of three (3) shifts off within seven (7) calendar days shall be granted following notification of death for attendance at a funeral. Extensions of the seven (7) calendar day time frame will be at the discretion of the Fire Chief. In unusual cases, the Fire Chief, and/or designee, may approve additional time off utilizing sick and/or vacation leave.

Section 2. The immediate family of the bargaining unit employee will be defined only as: spouse, mother, father, stepmother, stepfather, children, stepchildren, mother-in-law, father-in-law, sister-in-law, brother, sister, employee's/spouse's grandparents or grandchildren. The death of relatives who functioned as part of the immediate family who resided in the member's household may qualify for bereavement leave, at the discretion of the Fire Chief.

Section 3. A bargaining unit employee notified of death of a member of the immediate family during duty hours shall be granted leave for the duration of that shift. This leave will not be counted as Bereavement Leave in Article 31.1. Bereavement leave will start the following day.

ARTICLE 32 - ASSIGNMENT DURING NON-JOB-RELATED DISABILITY

Section 1. In the event a bargaining unit employee is unable to perform his or her regular duties because of a non-job-related condition the Fire Chief will attempt to provide a light duty assignment, within the Fire Department. The light duty assignment is subject to the following:

A. Employees are responsible for submitting a written request to Human Resources for consideration of reasonable accommodation, including but not limited to incapacity due to pregnancy, injury, or condition. Upon request, employees' procedures may be modified as appropriate to reasonably accommodate qualified individuals with disabilities in accordance with the American with Disabilities Act (ADA).

B. Completion of the City's established certification form(s) is essential which includes determination from a competent medical authority that the employee is medically fit to work in a light duty assignment and provide the work limitations and/or restrictions along with a projected duration of these limitations and or restrictions.

Section 2. The Fire Chief, or his/her designee, shall have the sole discretion to determine whether there is work to be done at the department level. Such requests for light duty assignments (off the job injuries) shall be reviewed on a case-by-case basis and is not a guarantee of paid employment. All light duty assignments shall involve the performance of productive work necessary for the efficient and economical operation of the department and/or City. Any changes in light duty assignments will be coordinated with the Fire Chief or designee in concurrence with Human Resources / Safety & Risk Management.

Section 3. Light duty assignments during non-job-related disability shall not exceed ninety (90) consecutive days in a twelve (12) month period, unless otherwise

required by applicable law. In the event there is limited light duty work preference shall be afforded to bargaining unit employees with a job-related injury or condition. Extensions to this time period must be approved by the Fire Chief and the City Manager and documented in writing.

Section 4. In the event the duration of an employee's light duty assignment will be greater than the payroll period, the employee shall be changed to a forty (40) hour workweek with their hourly rate converted to a 40-hour equivalent and their leave accruals shall be adjusted accordingly.

Section 5. Employees returning to full duty must submit to Human Resources a completed Return to Work form and obtain approval from Human Resources prior returning to their normal shift.

ARTICLE 33 - JOB-RELATED MEDICAL LEAVE OF ABSENCE

Section 1. The City shall provide workers' compensation coverage for all bargaining unit employees, including probation employees, in accordance with Florida Statutes, Chapter 440.

Section 2. All cases of accident or injury occurring on the job shall be reported immediately to supervision in accordance with statutory provisions and the provisions of the City of Cocoa Safety manual using the appropriate City forms.

Section 3. Bargaining unit employees who sustains a compensable on-the-job injury and who is determined by competent medical authority to be temporarily, totally disabled from performing their duties shall receive workers' compensation wage benefits, as prescribed by law.

Section 4. The City shall provide bargaining unit employees with paid injury leave-equal to their regular weekly pay during the first seven (7) days from the date of the compensable on-the job injury. During the first two (2) months from the date of the compensable on-the-job injury, the City will supplement the workers' compensation wage benefit up to 100% of the bargaining unit employees' regular weekly gross wages. The City Manager may, at his discretion, extend the period of time that the City will supplement the workers' compensation wage benefit: the City Manager's decision in this regard shall not be grievable. After the first two (2) months from the date of the compensable on-the-job injury (or the period as extended by the City Manager), bargaining unit employees may supplement their workers' compensation wage benefits with their accumulated sick leave, compensation time and vacation leave, provided that the combined income from their accumulated leave and their workers' compensation wage benefits do not exceed 100% of their regular weekly gross wages including all benefits and deductions.

Section 5. Seniority will continue to accumulate during the period of absence due to a workers' compensation disability.

Section 6. Injured bargaining unit employees may be required to be examined by a medical authority, provided by the City, who shall determine the employee's condition and fitness for return to full-time, part-time, and/or restricted duty.

Section 7. In accordance with the provisions of the City's Return to Work Program, a bargaining unit employee will be returned to modified duty following an on-the-job accident, in his own department, and if no light duty exists there, then in any department within the City, based on medical verification of ability to perform the modified duty. Bargaining unit employees assigned to temporary modified duty as a result of a job-related injury shall have their hourly rate converted to a 40-hour equivalent while working a Monday through Friday modified work schedule. Any approved leave during the non-combat assignment shall be in accordance with the applicable leave Article(s) within this Agreement. Leave accruals should reflect a forty (40) hour workweek while working a modified Monday through Friday schedule.

ARTICLE 34 - PERSONNEL FILES

Section 1. Members of the bargaining unit have the right to review or copy their official personnel files in the Human Resources Division or any Florida Statute Chapter 119 public records that pertain to the members of the bargaining unit in accordance with the City of Cocoa policy of fees for duplication of public records.

Section 2. Members of the bargaining unit have the right to include in any personnel files any certificates, records of achievement, and rebuttal to any derogatory information.

Section 3. The City agrees that a copy of adverse or derogatory written material will not be placed in the file of any member of the bargaining unit until a copy is provided to the employee.

ARTICLE 35 - DURATION

Section 1. This entire Agreement shall become effective upon ratification by the Union and the City Council, except where otherwise specified herein, and remain in effect up to and including September 30, 2023. For Fiscal years 2022 and 2023, the parties agree to re-open Article 15 Wages. For Fiscal Year 2022, each party shall have the option to re-open one additional article. It is specifically agreed between the parties that no wage increase shall be made after September 30, 2023 unless agreed to by the parties.

Section 2. If either the City or the Union desires to modify, amend, or terminate this Agreement at its normal expiration date, official notice of such desire must be given in writing at least one hundred twenty (120) days prior to the expiration date of this Agreement. Such notice shall contain the Title(s) or the Article(s) the parties wish to add, alter, or amend. Only those Articles will be subject to negotiation.

Section 3. Within thirty (30) days following receipt of such notice, unless there is mutual agreement to the contrary, the City and the Union shall commence negotiations.

SIGNATURE PAGE

CITY OF COCOA, FLORIDA

TEAMSTERS LOCAL UNION #769

MICHAEL BLAKE, MAYOR

STEVE MYERS, BUSINESS AGENT

STOCKTON WHITTEN
CITY MANAGER

TOM REDMOND, DISTRICT CHIEF

DATE SIGNED

DATE SIGNED