

City of Alameda



Interdepartmental Memorandum

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PERSONNEL DEPT.

Date: May 24, 2017
To: Nancy Bronstein, Human Resources Manager
From: Doug Long, Fire Chief
RE: Administrative Assignment of Captain Jeff DelBono

Effective May 28, 2017, Captain Jeff DelBono is assigned to a 40 hours per week office assignment in the Fire Prevention Bureau. His FTE budget program is 3220. Per Section 12.1 of the IAFF MOU, he is eligible for a 17.5% salary differential for this assignment. This is in addition to his regular compensation of: \$131,393 annually (step 7), Uniform Allowance, and Career Incentive pay.

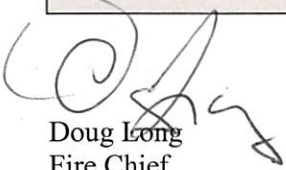
Per Section 25.11(b) of the IAFF MOU, Jeff will be placed into the ALS resource pool and is no longer eligible for Paramedic pay while in this assignment. He will instead receive Paramedic Assistant pay. In addition to this, per Section 16, David is no longer eligible for Holiday in Lieu pay and will receive holiday accruals instead. Due to his assignment starting mid-year, Jeff is entitled to a prorated portion of 104 holiday hours for 2017.

His suppression, 56 hours per week, assignment will convert as follows:

Prorated Holiday Hours		Calculation	Value
A	Days in year (2017)	Jan 1 – Dec 31	365 days
B	Remaining days in the year	May 28 – Dec 31	217 days
C	Percentage of year in office	B / A	59.45%
D	Prorated hours	C x 104 hrs	61.8301 hrs
		New balance	61.8301 hrs

Sick Leave Conversion (12 supp. hrs = 8 office hrs)		Calculation	Value (hrs)
A	Current Balance (as of 05/27/17)	A	314.0292
B	Conversion to suppression rate	A / 12 hrs = B	26.1691
C	Conversion to new office rate	B x 8 hrs = C	209.3528
		New balance	209.3528 hrs

Vacation Leave Conversion (56 supp hrs = 40 office hrs)		Calculation	Value (hrs)
A	Current Balance (as of 05/27/17)	A	193.0754
B	Conversion to suppression rate	A / 56 hrs = B	3.4478
C	Conversion to new office rate	B x 40 hrs = C	137.9110
		New balance	137.9110 hrs


Doug Long
Fire Chief

cc: Capt Jeff DelBono
Payroll