

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 Apparatus Operator Stephen Floyd

Effective May 28, 2017, AO Stephen Floyd 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: \$115,340 annually (step 5), Uniform Allowance, and Career Incentive pay

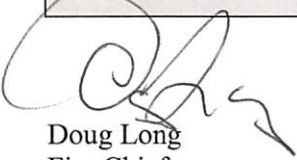
Due to his office assignment, Stephen will no longer participate in the Fire Investigation Program and is not eligible for Fire Investigation pay. Per Section 25.11(b) of the IAFF MOU, he will be placed into the ALS resource pool and is no longer eligible for Paramedic pay while in this assignment. He will instead receive Paramedic Assistant pay. In addition to this, per Section 16, Stephen is no longer eligible for Holiday in Lieu pay and will receive holiday accruals instead. Due to his assignment starting mid-year, Stephen 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	661.7792
B	Conversion to suppression rate	A / 12 hrs = B	55.1483
C	Conversion to new office rate	B x 8 hrs = C	441.1861
		New balance	441.1861 hrs

Vacation Leave Conversion (56 supp hrs = 40 office hrs)		Calculation	Value (hrs)
A	Current Balance (as of 05/27/17)	A	313.8450
B	Conversion to suppression rate	A / 56 hrs = B	5.6044
C	Conversion to new office rate	B x 40 hrs = C	224.1750
		New balance	224.1750 hrs


Doug Long
Fire Chief

cc: AO Stephen Floyd
Payroll