
Section: 1.31 Disaster Overtime Policy

Effective Date: 03/16/2011

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Approved by: Fire Chief Ehret 03/16/2011

SCOPE:

This guideline applies to all South Metro Fire personnel.

PURPOSE:

The purpose of this policy is to allow all SMFD employees covered by Labor Agreements the opportunity to participate in disaster activities in a safe and equitable method during the period of the disaster.

PROCEDURE:

1. In accordance with the Labor contract Overtime (OT) section 13.3 regarding emergency OT rates: once a declaration is signed by the Mayor of either the Cities of South St. Paul or West St. Paul, OT will be established at a double-time rate for disaster activities. Activities may include meetings, and/or working in the disaster area as a responder. This policy will remain in effect until the Fire Chief declares the cessation of the disaster related emergency activity.
2. If the need arises for additional staff during off-duty times, employees off-duty are eligible provided the employee has a regular scheduled day off prior to the next duty shift. Example: during a five-day off period, the only time frame the employee is eligible for flood activities is within the first four(4) days off. This should allow for a period of time off before returning to their regular shift. The department will make every attempt to comply with this section, keeping safety as a high priority.
3. Normal workback procedures will be followed as closely as possible for filling disaster OT positions, but the Fire Chief will reserve the right to modify the method of workback to handle the filling of positions that may require someone with specific knowledge and skills involved in that position's duties.
4. This policy is not intended to change the labor agreement OT schedule. It does not affect the normal rates for coverage, normal training rates, or normal meeting rates.
5. This policy does not preclude the department from requesting all employees to participate in disaster activities regardless of schedules should immediate needs arise that require all personnel.
6. This policy is subject to change at the discretion of the Fire Chief, depending on the type and needs of particular disasters and the need for the department to provide continued service related to the disaster as well as normal day to day activities.