



DIVISION OF FIRE AND RESCUE SERVICES

MONTGOMERY COUNTY, MD.

DIRECTIVE

NUMBER: 00-12

DATE: April 10, 2000

TO: All DFRS Personnel

FROM: Chief Roger W. Strock

A handwritten signature in black ink, appearing to read "Roger W. Strock", written over the printed name.

SUBJECT: Working Out of Class Compensation for Bargaining Unit Employee

In order to clarify paragraphs A and B of the current Memorandum of Understanding (MOU) Concerning Compensation for Working Out of Class Between Montgomery County and IAFF/Local 1664, bargaining unit employees shall be considered to be working out of class under the following circumstances;

- a) When an employee is assigned as either a station officer or unit officer for a fixed period of time (either whole or partial shift, including inspections, SON Program, and similar non-emergency activities); or
- b) When an employee is assigned as the unit officer for an individual call(s); when assigned as a unit officer for an individual call, the employee shall be deemed to have worked out of class for the actual call time beginning when the unit goes on the air until one-half hour after the unit returns to the station, except however, that each employee shall be credited with a minimum of three (3) hours of working out of class for each call that the employee is assigned as a unit officer. Any subsequent call(s) during a three (3) hour period shall be deemed to have been credited. Additionally, any subsequent call(s) during a three (3) hour period that extends beyond the three (3) hour threshold will be credited as working out of class on an hour for hour basis for the purpose of meeting threshold hours specified in paragraph A.1. of the parties' MOU or providing compensation, as appropriate.

DFRS is working with other County agencies to develop a method of recording working out of class hours on the bi-weekly time sheets. For now, however, personnel must continue to use the current forms and submission criteria to receive working out of class compensation. When recording hours under the circumstances defined in paragraph b, it is recommended that the bargaining unit employee and the station officer determine, at the end of the shift, the hours to be credited, and record them on the appropriate form right away.