

**County of Santa Clara  
Central Fire Protection District**



24-5337

**DATE:** April 16, 2024 (Item No. {{item.number}})  
**TO:** Governing Board of the Santa Clara County Central Fire Protection District  
**FROM:** Suwana Kerdkaew, Fire Chief  
**SUBJECT:** Side Letter Agreement with Local 1165

**RECOMMENDED ACTION**

Ratify Side Letter Agreement between the Santa Clara County Central Fire Protection District and the International Association of Firefighters Local 1165, relating to the one-time addition of \$50,000 for the General Membership Unit employee education and career development reimbursement expenses for Fiscal Year 2024, that has been reviewed and approved by County Counsel as to form and legality.

**FISCAL IMPLICATIONS**

There is no fiscal impact to the County's General Fund. The Fire District is requesting this one-time increase of \$50,000 to the General Membership Unit employee education and career development reimbursement expenses for Fiscal Year (FY) 2024. Funding for this action is available in the Fire District's training budget and will not require modification to the current Board-approved Fire District budget.

**REASONS FOR RECOMMENDATION**

On February 12, 2024, Local 1165 submitted a request to the Fire District to increase the Fire District's tuition reimbursement fund due to a shortage of funds to cover tuition reimbursement requests for the duration of the current fiscal year. The Fire District is supportive of the use of tuition reimbursement funds, especially when used for career development opportunities within the Fire District, and recognizes the need for additional funds due to the increased cost of classes and degree programs.

In response, the Fire District entered into a side letter with Local 1165 to provide for an additional \$50,000 to be made available for tuition reimbursement through the end of the current fiscal year, June 30, 2024. Included in this side letter are provisions that specify that any unused funds from this \$50,000 addition to the tuition reimbursement fund will not carry over into Fiscal Year 2025. While the tuition reimbursement funds may face similar limitations in FY 2025, the side letter requires the District and the Local to meet and confer on policy changes that may allow for limitations to educational development while remaining within the existing tuition reimbursement funding. These limitations and/or restrictions are

intended to more effectively preserve the tuition reimbursement funds for career development education that best encourages career progression within the Fire District. These meet and confer requirements must be satisfied prior to consideration of any future requests from the Local for additional funds for tuition reimbursement.

It is further anticipated that adjustments to the tuition reimbursement fund will be bargained in negotiations for a successor MOA with Local 1165 in the Fall of 2025, coinciding with the expiration of the current MOA.

### **CHILD IMPACT**

The recommended action will have no/neutral impact on children.

### **SENIOR IMPACT**

The recommended action will have no/neutral impact on seniors.

### **SUSTAINABILITY IMPLICATIONS**

The recommended action will have no/neutral sustainability implications.

### **CONSEQUENCES OF NEGATIVE ACTION**

The side letter with Local 1165 will not become effective and the tuition reimbursement fund will remain at \$100,000, which is insufficient to meet the tuition reimbursement requests for the duration of the current fiscal year.

### **STEPS FOLLOWING APPROVAL**

The Clerk of the Board of Directors shall process the Side Letter Agreement and notify the Fire District's Director of Business Services when the completed document is available.

### **ATTACHMENTS:**

- SCCFD Side Letter\_ContinuingEducationandTuitionReimbursement