

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
FITCH-RONA EMERGENCY MEDICAL SERVICES DISTRICT  
AND  
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 311

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*Initial Proposal dated 1-30-2026*

**Background:**

The Fitch-Rona EMS District (District) and Fire Fighters Local 311 entered into a collective bargaining agreement (CBA) for the period of January 1, 2026, to December 31, 2027.

Although Article 1 recognizes regular part-time emergency medical personnel employed with the District, no further wages, benefits, and conditions of employment are defined in the agreement. This Memorandum of Understanding is a supplemental document that defines those items not already negotiated, until the 31<sup>st</sup> day of December 2027.

**Proposal:**

**Article 8.01 Employee Status**

Regular Part-Time employees are those who are regularly scheduled to work, but average less than 1,560 hours per year (or an average of 30 hours/wk).

**Article 9.01**

All employees shall serve a probationary period for the first twelve (12) months of continuous employment, provided however, that in the event such twelve (12) month period does not enable the Employer to evaluate the employee's performance in the position for which he/she was hired, any probationary period may be extended up to an additional six (6) months at the sole discretion of the Employer. During such probationary period or extension, employees are not eligible to bid on job openings. The EMS Chief or Deputy Chief(s) will evaluate the probationary employee's work performance, in writing, at least once during and/or at the end of the probationary period or any extension of the probationary period

This probationary period would not apply to employees transitioning from full-time to part-time status.

**Article 13.01 – Paramedic Licensure and other EMT-related Training**

The District shall provide or make accessible training sessions sufficient to maintain paramedic licensure during each two-year re-licensure period. Regular part-time paramedics shall be compensated at their hourly pay rate for all training sessions up to a total of twenty four (24) hours per year, including training sessions attended while off-duty and including Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) and Cardiopulmonary Resuscitation (CPR) recertification classes and other EMS-related training, such as Tactical Emergency Medical Support (TEMS), Prehospital Trauma Life Support (PHTLS), Critical Care

Emergency Medical Technician-Paramedic (CCEMTP), Neonatal Resuscitation Program (NRP), and Geriatric Emergency Medical Services (GEMS), as pre-approved by the District. Course fees and other expenses will be reimbursed, including but not limited to lodging, mileage and meals, related to attendance at any training sessions falling within the scope of this Section 13.01 up to the annual limit at up to IRS-approved rates. Training reimbursement is limited to \$1,000 per year for each employee.

### **Article 13.02 Additional Training**

Training such as Peer-Support/Wellness and Technical Rescue Training, which provides overall support to the District operations, shall not count toward the employees' 24-hour paid training cap.

For attendance at additional training for which the District requests attendance, without requirement or reprisal for non-attendance, off-duty paramedics shall be compensated at their hourly rate for actual hours attended at the training session.

Regular part-time paramedics who are required by the District to attend additional training while off duty shall be compensated at the rate of time and one-half (1 ½) their hourly rate for the actual hours attended at the training session. For those training sessions located outside the District the paramedic shall be reimbursed for expenses approved by the District, including course fees, lodging, mileage and meals related to attendance at the training session.

### **Article 14.01 Work Day and Exchanges**

The scheduled work day shall be determined upon hire and defined in a written job offer of employment.

In the event the District changes employees from one regular schedule of days and/or hours to another schedule of days and/or hours, the employees shall be provided at least thirty (30) days' notice of the change.

Employees may exchange shifts provided the employees requesting the change provide prior electronic notice to the Chief or a Deputy Chief, signed by both employees, and approval of the request is granted. Employees who exchange shifts shall be responsible for working the shifts they agreed to exchange. The District shall not be liable for overtime that accrues through the exchange of hours.

### **Article 14.03 – Overtime**

Overtime shall be defined as all work performed in excess of forty (40) hours per work week. For purposes of overtime, "work performed" shall not include funeral leave, leaves of absence, jury duty, standby duty, paramedic licensure training time or additional training that is not required by the District but shall include sick leave, vacation and paid time off.

The Chief or Deputy Chiefs may prescribe overtime work to meet operational needs. Open shifts created by paid time off, vacation, sick leave, other leaves of absence and/or late notice

absences will first be offered to LTE staff members. In the event the shift cannot be filled with an LTE staff member, the shift will be offered to part-time employees, and then full-time bargaining unit employees in order of rotating seniority, i.e., overtime will be offered first to the most senior bargaining unit employee and then continuing down to the least senior bargaining unit employee in order to reasonably attempt to equalize overtime between bargaining unit employees to the extent practicable over the course of a calendar year. **Part-time employees will not be mandated.**

#### **Article 15.01 Sick Leave Accrual and Accumulation**

Regular part-time employees shall earn sick leave with pay at the rate of six (6) hours per month. Accrual shall begin upon commencement of employment. Sick leave may be accumulated to a maximum of 96 hours and will cease to accrue upon meeting the maximum.

Periods of absence caused by suspension, discharge, layoff, authorized leaves of absence in excess of seven (7) working days or any other unauthorized absence shall not constitute service time. Such absence shall act to reduce the number of sick leave hours that would normally have accrued during the period of absence.

#### **Article 15.03 Sick Leave at Retirement or Death**

Regular Part-Time employees are not eligible for a payout of unused sick leave upon retirement or death as applicable to regular time employees

#### **Article 15.04 Sick Leave Above Maximum Payout.**

Regular Part-Time employees are not eligible for a payout of unused sick leave upon reaching the maximum allowed sick time.

#### **Article 16.01 Holidays**

Regular part-time employees required to work on holidays shall receive time and one-half their hourly rate of pay for all hours worked on a holiday except for those holiday hours worked after forty (40) hours worked in a work week.

- A. New Year's Day;
- B. Memorial Day;
- C. Independence Day;
- D. Labor Day;
- E. Thanksgiving Day;
- F. Christmas Eve;
- G. Christmas Day; and
- H. New Year's Eve.
- I. Martin Luther King, Jr Day, and
- J. Juneteenth

### **Article 17.03 Accrual Rate (Vacations)**

Regular part-time employees shall accrue vacation at a rate of 4.0 hours per month, which is available to be taken beginning on the employee's anniversary date following each completed year of service.

Periods of absence without pay caused by suspension, discharge, layoff, authorized leaves of absence in excess of seven (7) working days or any other unauthorized leave of absence shall not constitute service time. Such absence shall act to reduce the number of vacation hours that would normally have accrued during the period of absence.

### **Article 18 – Funeral Leave**

Regular part-time employees will be eligible for funeral leave, contingent upon attendance at the funeral services, as follows:

#### **A. Immediate Family.**

One paid shift for the death of an immediate family member. Additional time off contiguous with the funeral may be granted, upon written request, at the discretion of the Chief or Deputy Chiefs and shall be charged to the employee's sick leave. For purposes of this provision, "immediate family member" shall be defined as: spouse, domestic partner, domestic partner's children, domestic partner's stepchildren, domestic partner's grandchildren, domestic partner's mother, domestic partner's father, children, stepchildren, foster children, parents, brothers, sisters, grandparents, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law, daughter-in-law or son-in-law.

#### **B. Other Family or Friends.**

One shift for the death of a friend or a relative other than an "immediate family member" may be granted, upon written request, at the discretion of the Chief or Deputy Chiefs, and shall be charged to the employee's vacation, paid time off or sick leave.

### **Article 20.01 Clothing and Protective Gear**

The Employer shall provide the following clothing to regular part-time employees at the time of hire:

- A. Dress Class B Uniform (button down long sleeve shirt; tie; dress pants and badge).
- B. Two (2) T-shirts;
- C. Two (2) sweatshirts;
- D. Two (2) pair of pants;
- E. One (1) black belt;
- F. One (1) pair of boots;
- G. Two (2) hats (1 baseball and 1 winter);

The Employer shall provide one (1) winter coat and the following protective equipment to regular part-time employees at the time of hire:

- H. One (1) turn-out coat;
- I. One (1) pair safety glasses;
- J. One (1) pair extrication gloves.
- K. One (1) pair turn-out pants (appropriately fit to employee);
- L. One (1) pair turn-out boots (appropriately fit to employee).
- M. One (1) high visibility coat.

Protective equipment, as well as the winter coat, provided by the District shall be returned to the District upon termination of employment.

### **Article 20.02 Clothing Allowance**

At the beginning of each calendar year after the first year of employment, the District shall provide a maximum of One Hundred and seventy five dollars (\$175.00) for the purchase of clothing as defined in Section 20.01 selected from Employer-approved vendors.

Additionally, clothing allowance may be used on any item approved for on duty use. No carry over of funds is allowed. The clothing shall be purchased by the employee and a receipt presented to the Chief for reimbursement

T-shirts, sweatshirts, and baseball caps and winter hats will be provided by the District without charge to the employee.

### **23.01 Eligibility and Premiums.**

**The Employer shall provide a group health insurance plan for eligible regular part-time employees for the duration of this Agreement. The Employer shall pay forty-four percent (44%) of the applicable premium for Single, Employee Plus One (if offered) or Full Family coverage. The employee shall pay the remainder of the monthly premium by payroll deduction.**

**If the Employer chooses to participate in the State of Wisconsin health insurance plan, the Employer will contribute toward the monthly premium for family coverage or toward the monthly premium for single coverage a dollar amount up to forty-four percent (44%) of the average premium cost of the qualified plans offered in Dane County, in the plan design selected by the Employer. The employee shall pay the remainder, if any, of the monthly premium by payroll deduction.**

### **23.03 Insurance Opt Out.**

**Eligible regular part-time employees will not be eligible for the insurance opt-out reimbursement.**

**ARTICLE 24 - DENTAL INSURANCE**

**The Employer shall pay forty-four percent (44%) of the monthly premium for a dental insurance plan as chosen by the Employer for its regular full-time employees. New regular full-time employees shall be eligible for dental insurance benefits following ninety (90) calendar days of employment with the District. The Employer reserves the right to change the carrier of insurance and the insurance plan at any time without further bargaining and upon notification to the Union.**

**Article 25.01 Wages**


**Article 37.01 Definition (Seniority)**

An employee’s seniority as a part-time employee shall commence after completion of his/her probationary period retroactive to the date of his/her most recent date of hire. If an employee has previously worked for the District in a Limited Term Employment (LTE) or Full-Time status, those hours for LTEs, or years of service for FTEs, will be counted and be applied toward seniority as it applies to vacation picks and other non-wage or benefit applications. At no time will this cause a part-time employee to become more senior than a full-time employee. In the event two or more employees with no previous experience at the District have the same hire date, seniority shall be determined by a lottery.

If a part-time employee is hired into a full-time position, hours worked as a Part-time employee shall be combined with an hours performed as an LTE to contribute toward determining seniority as currently determined in section 37.01 of the Collective Bargaining Agreement.

**Article 37.02 Layoff and Recall**

In matters affecting layoff and rehire after layoff, seniority shall govern with the least senior part-time employee within the bargaining unit laid off first and continuing in the order of seniority of all part-time employees, followed the least senior full-time employees, and the last person laid off the first person reemployed provided that the employee is available for work, desires to return and is qualified to perform the available work. The

Employer is not obligated to recall former employees who have been laid off for a period in excess of three hundred sixty-five (365) days. Notwithstanding any other provisions in this Agreement, the Employer shall have the right to hire, retain on active status, and to recall from layoff any person whose skills and ability are determined by the Employer to be essential for the Employer's operations.