



## **CRESCENT FIRE PROTECTION DISTRICT**

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531  
office: 707-464-2421

### **RESOLUTION NO. 26-001**

#### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ESTABLISHING THE EMERGENCY RESPONSE STAFFING PROGRAM AND AUTHORIZING TEMPORARY INTERMITTENT EMPLOYMENT POSITIONS FOR DISTRICT EMERGENCY RESPONSE OPERATIONS, STRIKE-TEAM SERVICES, AND MUTUAL AID ASSIGNMENTS**

**WHEREAS**, the Crescent Fire Protection District ("District") is a fire protection district organized under the Fire Protection District Law and provides fire protection and emergency response services within its jurisdiction, including unincorporated areas of Del Norte County; and

**WHEREAS**, the District participates in the California Fire and Rescue Mutual Aid System coordinated through the California Governor's Office of Emergency Services ("Cal OES"); and

**WHEREAS**, the California Fire Assistance Agreement ("CFAA") establishes a reimbursement framework for local government fire resources responding to state and national mutual aid incidents; and

**WHEREAS**, the District recognizes the importance of maintaining qualified personnel available to support District emergency response operations, including local District incidents, regional incidents, strike-team services, State mutual aid mobilizations, Emergency Management Assistance Compact ("EMAC") assignments, federally coordinated emergency response activities, and other all-hazard emergency incidents; and

**WHEREAS**, the District and the City of Crescent City ("City") operate under existing agreements for shared fire service administration and volunteer fire service operations, and the District desires to preserve the separate status of City employment, District employment, and volunteer service; and

**WHEREAS**, the District desires to establish an Emergency Response Staffing Program to provide a flexible staffing structure for temporary intermittent District personnel assigned to District-authorized emergency response operations, strike-team services, mutual aid deployments, prepositioning, move-up coverage, and related assignments; and

**WHEREAS**, the Board of Directors finds that establishing temporary intermittent emergency response staffing positions will support the District's ability to effectively participate in mutual aid and emergency response systems while maintaining operational readiness and reimbursement compliance under the CFAA and related agreements; and

**WHEREAS**, the District is not a contracting agency under the California Public Employees' Retirement System ("CalPERS"), and employment under the Program is intended to be District-only, temporary intermittent employment and not City employment, City service, or CalPERS-covered service; and

**WHEREAS**, the Board of Directors desires to authorize the Fire Chief, or designee, to administer the Emergency Response Staffing Program as the District's authorized agent or designee for District purposes, in accordance with District policies, applicable laws, labor requirements, reimbursement procedures, and any applicable agreement between the District and City.

**NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Crescent Fire Protection District as follows:**

1. The Board of Directors hereby establishes the Crescent Fire Protection District Emergency Response Staffing Program ("Program") effective July 1, 2026.
2. The purpose of the Program is to provide temporary intermittent staffing support for District-authorized emergency incidents, strike-team services, State and National mutual aid assignments, Cal OES mobilizations, EMAC deployments, all-hazard incidents, prepositioning assignments, move-up coverage, local District emergency staffing, emergency operations support, and other authorized emergency response activities.
3. The District is authorized to employ temporary intermittent personnel under the Program for assignment-based emergency response activities. Personnel employed under the Program shall serve as at-will, temporary intermittent, probationary employees of the District and shall not be entitled to permanent employment status, guaranteed assignments, guaranteed hours of work, paid leave accruals, retirement benefits, health insurance benefits, or other employee benefits except as otherwise required by applicable law.
4. Positions established under this Program are temporary intermittent District positions. The District is not a CalPERS contracting agency, and employment under this Program is not CalPERS-covered employment. Employment under the Program shall not create City employment, City service, City seniority, City CalPERS service credit, or eligibility for City wages, benefits, leaves, or other employment rights.

- 5. The Board of Directors hereby approves the Emergency Response Staffing Program Personnel Policy, Classification Matrix, Compensation Schedule and Methodology, Master Employment Agreement Template, and Assignment Authorization Form, substantially in the forms attached as Exhibits A through E, subject to non-substantive corrections. Compensation rates and methodologies may be established and adjusted based upon applicable assignment reimbursement rates, assignment-specific compensation methodologies, employer payroll costs, workers' compensation premiums, unemployment insurance rates, Medicare rates, and other legally required employer expenses.**
- 6. Authorized classifications under the Program may include Emergency Response Firefighter, Emergency Response Apparatus Operator, Emergency Response Company Officer, Emergency Response Battalion Chief, Emergency Response Fireline EMT, Emergency Response Fireline Paramedic, Emergency Response Overhead Personnel, Local Emergency Response Firefighter, Local Emergency Response Apparatus Operator, Local Emergency Response Company Officer, Local Emergency Response Battalion Chief, Local Emergency Response Overhead Personnel, and other temporary intermittent emergency response classifications as approved by the Board or authorized by Board-adopted policy.**
- 7. Personnel assigned to compensated emergency response assignments under this Program shall not receive overlapping volunteer stipend compensation, duty stipend compensation, training stipend compensation, or other volunteer compensation from the City, District, or any City-administered volunteer program for the same hours or assignment period.**
- 8. The Board recognizes that the District and City utilize shared volunteer personnel as part of their joint fire service operations. Volunteer stipend administration, volunteer workers' compensation coverage, and related volunteer administrative functions may be administered through the City pursuant to existing agreements between the District and City. Nothing in this Resolution is intended to modify those existing volunteer service arrangements except to establish that Program assignments must be separately authorized, documented, time kept, and compensated as District employment assignments.**
- 9. Personnel employed under the Program may be compensated in accordance with District-approved compensation schedules, methodologies, personnel policies, operational procedures, and reimbursement provisions authorized under the CFAA, EMAC, federal agreements, State mutual aid systems, or other authorized emergency response reimbursement programs.**
- 10. Personnel assigned to authorized emergency response mobilizations may be compensated on a portal-to-portal basis only when authorized by the District and consistent with**

applicable reimbursement agreements, District policies, operational directives, and state and federal labor requirements.

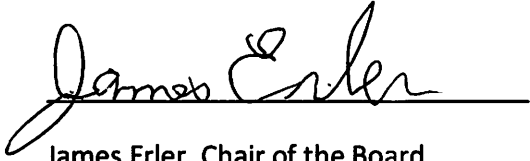
- 11.** The Board hereby establishes a work period pursuant to Section 7(k) of the Fair Labor Standards Act for qualifying employees engaged in fire protection activities under the Program. The declared work period shall be twenty-eight (28) consecutive days beginning on July 1, 2026 at 0000 hours and recurring continuously thereafter unless modified by Board action or written District policy. The Fire Chief, or designee, is authorized to administer overtime and work-period practices consistent with applicable federal and state labor laws and District policies.
- 12.** The Fire Chief, or designee, is authorized to recruit, appoint, supervise, deploy, remove from assignment, and terminate personnel under the Program; establish operational procedures and qualification requirements; verify certifications and incident qualifications; execute assignment-related administrative documents; approve mobilizations and deployments; process or coordinate payroll and reimbursement documentation; establish work assignments and schedules; and administer the Program consistent with applicable District policies and laws.
- 13.** When administering the Program, the Fire Chief and any City-provided administrative personnel act as authorized agents or designees of the District for District purposes only, and not as City employers, City appointing authorities, or agents creating City employment rights.
- 14.** Personnel assigned under the Program shall comply with all applicable District policies and procedures; Cal OES policies; ICS requirements; NIMS standards; safety regulations; reimbursement documentation requirements; qualification standards; injury and exposure reporting requirements; and operational directives applicable to their assigned position.
- 15.** Nothing in this Resolution or the Program is intended to waive, limit, or expand any rights that may be required under the Firefighters Procedural Bill of Rights Act, Government Code section 3250 et seq., or other applicable law. To the extent any such procedural requirement is determined to apply, the District shall administer investigations, interrogations, punitive action, and appeal rights in accordance with applicable law.
- 16.** The Board finds that participation in local, State, and National mutual aid operations serves an important public purpose by supporting emergency preparedness, interagency cooperation, disaster response capabilities, and public safety throughout California and the United States.
- 17.** This Resolution shall take effect on July 1, 2026.

**PASSED AND ADOPTED** by the Board of Directors of the Crescent Fire Protection District at a regular meeting held on the 8 day of JUNE, 2026, by the following vote:

AYES: 3, Chair James Erler, Vice Chair Maxwell, Director Kelley

NOES: 0

ABSENT: 2, Director Nelson, Director Short

  
James Erler, Chair of the Board

ATTEST:



Vanessa Duncan, Clerk of the Board