

POLICY TITLE: Fire Chief Shift Differential
POLICY NUMBER: 2065

Purpose: This policy establishes the conditions and compensation structure under which the Fire Chief, a salaried and exempt employee, may fill vacant suppression shifts to ensure the District maintains its minimum staffing requirement of two suppression personnel on duty at all times.

2065.1 The Fire Chief may voluntarily fill open suppression shifts only after all eligible suppression personnel have been offered the shift in accordance with District policy. Fire Chief shift coverage is intended solely to maintain mandatory minimum staffing and shall not be used to supplant regular staffing or scheduling practices.

2065.2 When acting in a suppression capacity to fill a qualifying vacant shift, the Fire Chief shall receive a Fire Chief Shift Differential at the following flat-rate amounts:

- 4-hour shift: \$102
- 8-hour shift: \$204
- 12-hour shift: \$306
- 16-hour shift: \$408
- 20-hour shift: \$510
- 24-hour shift: \$612

These amounts are predetermined, non-hourly stipends that do not alter the Fire Chief’s exempt status.

2065.3 Conditions of Use:

- A. The Fire Chief may only fill a vacant shift after:
 - i. All suppression personnel have been offered the shift consistent with District policy, and
 - ii. No other qualified personnel are available or willing to fill the assignment.
- B. The shift differential is payable only when the Fire Chief is functioning in a suppression role for the duration of the assigned shift.
- C. The differential does not constitute overtime, does not change the Fire Chief’s salaried-exempt classification.

2065.4 Compliance:

This policy is intended to comply with California labor law and FLSA exemptions for executive employees. The predetermined shift differential structure ensures that payments remain consistent with exempt-status compensation rules.