

EXHIBIT A
ARFF SERVICES AND OPERATIONS

Staffing

- 1) The OFSA staff assigned under the MOU to provide ARFF Services shall collectively be referred to herein as the "ARFF Unit." No less than 60% of all daily firefighter staff assigned to the ARFF Unit (excluding captains) shall be staff that is permanently assigned to the ARFF Unit. These members can be working in the following status *Regular Duty, Overtime, Mandatory Overtime, or Shift Trade Work (STW)*.
- 2) The City shall have three captains assigned permanently to the ARFF Unit, one for each shift. In the event of a vacancy, OFSA will make their best effort to fill the vacancy as quickly as possible.
- 3) If a qualified relief captain is not available, OFSA may assign an ARFF-qualified lieutenant that meets the minimum requirements to promote to the position of captain within OFSA and have been adequately trained to perform the required duties of an ARFF captain.
- 4) ARFF personnel not permanently assigned to Station 22 should be utilized to fill vacancies at Station 22 no less than once per quarter, except when injury/illness/absence prevents such an assignment. This is to ensure that all ARFF personnel maintain currency in ARFF equipment and tactics. Any promoted member detailed to the Airport during their regular work hours to comply with this section shall be paid at their regular rate and shall receive the 6% ARFF premium and Port shall reimburse City for same. Battalion Chiefs would be exempt from this quarterly mandate but required to meet ongoing competency through training and Station 22 shift assignments in accordance with Department policy and FAA requirements.
- 5) Individuals that fall out of compliance with three (3) or more mandated Federal Aviation Administration required topic training or badge credentialing in a two-year period, shall be removed from the program for a period of not less than six months. This provision is waived if missed training was a result of injury, medical, or other unforeseen extended leave longer than 30 days, or if removing an individual would bring the staffing level referenced in paragraph no. 1 below 60%.

Enhanced Functions

- 1) Battalion Chief or higher staff shall be provided as a point of contact for issues related to ARFF and shall ensure that all administrative functions of the station are being completed.
- 2) Battalion Chief or higher staff shall attend planning and project meetings related to ARFF services and training.
- 3) A minimum of one individual assigned to the ARFF Unit or designated OFSA member shall be tasked as the training coordinator and shall ensure that all individuals that are ARFF qualified have completed all required training.
- 4) The Port shall continue to complete required safety inspections of their equipment in compliance with 14 CFR 139 and NFPA 407. ARFF Unit shall perform supplemental inspections after the inspections of the Airport fueling agents (fueling vendors) are complete. OFSA inspections are to ensure overall safety of the equipment and will be conducted on a semi-annual basis, or as otherwise agreed to by the Port and OFSA. Training will be provided or coordinated by the Airport. Inspections shall include, but are not limited to inspection of placards, fueling hose integrity, general vehicle condition, and bonding cables.

- 5) ARFF Unit shall inspect fuel farms to ensure compliance with overall safety requirements on a semi-annual basis, or as otherwise agreed to by the Port and OFSA. Inspections completed by OFSA will not be utilized to ensure compliance with federal or state regulations, only to ensure general safety of the equipment and surrounding areas. Training will be provided or coordinated by the Airport. Inspections shall include, but are not limited to inspection of placards, emergency shut-off inspections and associated signage. OFSA will develop an Incident Action Plan for the South Field fuel farm to mitigate a largescale fuel leak or fuel tank fire.
- 6) ARFF Unit shall inspect fire extinguishers at various locations around south field and main terminal of the Airport and maintain records of such inspections on an annual basis.
- 7) ARFF Unit or other City staff (Fire Prevention Bureau) shall perform hangar and building safety/prevention inspections and maintain records of such inspections on an annual basis.
- 8) ARFF Unit shall inspect automated external defibrillator (“AED”) equipment in terminals and maintain records of such inspections on a quarterly basis.
- 9) ARFF Unit shall participate and assist with Airport and Station 22 tours and special events when reasonable and will not exceed twelve (12) events annually unless otherwise agreed to by OFSA and the Port. ARFF Personnel will not be responsible for escort duties during station tours.
- 10) The City shall use best efforts to ensure that county emergency medical services (“EMS”) response remains at CODE 3 for units responding to the Airport.
- 11) OFD shall coordinate CPR/AED and basic first aid training for Airport ID badge holders on a quarterly basis or another frequency as agreed upon by the Port and the City. The Port agrees to reimburse the City for costs associated with coordinating and facilitating this training, including subcontracting services to an outside vendor, if needed.
- 12) ARFF Unit shall provide fire extinguisher training (pan fire) to individuals working at the Airport. Completion of Fire Extinguisher training records shall be maintained by the entity that the employees being trained report to (i.e. Port, Fixed Base Operator, Sheriff’s Office, etc.). This training shall not exceed one class per month unless otherwise agreed to by the Port and OFSA.
- 13) ARFF Unit shall ensure that an initial training program is developed and maintained specifically for each piece of ARFF apparatus and shall maintain records showing evidence of such training. Any ARFF member operating an apparatus equipped with High Reach Extendable Turret (“HRET”) must complete an annual training on the operation of this specialized equipment.