



**INTERNATIONAL ASSOCIATION OF FIREFIGHTERS  
LOCAL 4658**

**Professional Paramedics & EMTs of Charles County**

**PO BOX 1532, WHITE PLAINS, MD 20695**

June 8, 2020

FOR: Michelle Lilly, Director  
Emergency Services

FROM: Aaron Kidder, Vice-President  
IAFF Local 4658

SUBJECT: Informal Grievance related to Essential Duty Pay

**Introduction**

1. On April 21, 2020, the County approved the Essential Duty Pay Program.
2. The Essential Duty Pay Program established a set of criteria to determine which job titles would be eligible to receive the Essential Duty Pay. All positions within our bargaining unit were determined to be eligible for Essential Duty Pay.
3. It was decided by the County to not pay Essential Duty pay for certain hours worked by members of the bargaining unit which were deemed to be administrative, such as meetings and training.

**Discussion**

1. The Union disagrees with the County's decision that Essential Duty Pay should not be paid for administrative type hours work by employees that are eligible for the pay.
2. The Union asserts that the criteria set fourth to determine eligibility for the Essential Duty Pay is meant to differentiate which job titles are eligible to receive the pay, but not as a matrix to determine which types of hours an otherwise eligible employee would receive the pay.
3. If the County asserts that the eligibility criteria for Essential Duty Pay is a matrix to determine which types of hours worked by an employee are eligible for the pay, the Union questions why the positions of EMS Captain, Assistant Chief of EMS, and Chief



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of EMS are eligible for the pay for all hours worked, as their positions are primarily administrative in function.

**Conclusion**

1. The Union believes that all hours physically worked by an employee who is eligible for Essential Duty Pay based on their position should qualify for the pay, and we request that any hours previously excluded from receiving this pay are paid retroactively.
2. If you require any additional information or wish to discuss this further prior to answering this grievance, please feel free to reach out to me.

Respectfully,

Aaron Kidder  
Vice-President  
IAFF Local 4658

Attachment(s):  
Essential Duty Pay Job titles  
Chief 16 "Calls Run"  
Chief 16A "Calls Run"  
Car1608 "Calls Run"  
Car 1609 "Call Run"

CC: Assistant Chief Finch

**Job titles that are First Responders/Front Facing**

|             |   |
|-------------|---|
| PGM         | Inspections Superintendent              |
| PGM         | Inspections Supervisor                  |
| PGM         | Inspector                               |
| DPW/B&T     | Building Services Team Leader           |
| DPW/B&T     | Building Services Technician            |
| DPW/B&T     | Building Services Superintendent        |
| PGM         | Code Inspection Enforcement Officer     |
| PGM         | Code Inspection Enforcement Officer     |
| DES         | EMT                                     |
| DES         | EMT-I                                   |
| DES         | Paramedic                               |
| DES         | Lt/Paramedic Supervisor                 |
| DES         | EMS Captains                            |
| DES         | Asst Chief of EMS                       |
| DES         | Chief of EMS                            |
| DES         | Part time HazMat techs                  |
| DES         | Animal Shelter Attendants               |
| DES         | Animal Shelter Technicians              |
| DES         | Shelter services/clerical assistant     |
| DES         | Office Associate II - At Shelter        |
| DES         | Shelter Supervisor                      |
| DES         | Animal Control Officers                 |
| DFAS        | Tech Support Spec Manager               |
| DFAS        | Technology Sup Spec II                  |
| RPT/Parks   | Parks Operations Manager                |
| RPT/Parks   | Park Maintenance Supervisor             |
| RPT/Parks   | Equipment Operators III                 |
| RPT/Parks   | Grounds Maintenance Workers I           |
| RPT/Parks   | Grounds Maintenance Workers II          |
| RPT/Parks   | Park Managers                           |
| RPT/Parks   | Assistant Park Managers                 |
| DPW/Env Res | Equipment Opr III                       |
| DPW/Env Res | Equipment Opr IV                        |
| DPW/Env Res | Landfill & Recycling Site Supt          |
| DPW/Env Res | Landfill Equip Operator Team Lead       |
| DPW/Env Res | Landfill Equipment Technician           |
| DPW/Env Res | Landfill and Equipment Tech Team Leader |
| DPW/Env Res | Landfill Solid Waste Worker Team Leader |
| DPW/Env Res | Landfill & Recycling Site Supt          |
| DPW/Env Res | Litter Control Supervisor               |
| DPW/Env Res | Scale House Manager                     |
| DPW/Env Res | Scale House Team Leader                 |
| DPW/Env Res | Solid Waste Worker                      |
| DPW/Env Res | Solid Waste Worker II                   |
| DPW/Env Res | Solid Waste Worker I                    |

DPW/Env Res Weigh Clerk

**Job titles that are mission critical**

|               |                                     |
|---------------|-------------------------------------|
| PGM           | Building Code Official              |
| DPW/B&T       | Maintenance Technician II           |
| DPW/B&T       | Maintenance Technician III          |
| DPW/B&T       | Project Superintendent              |
| DPW/B&T       | Electrical Superintendent           |
| DPW/B&T       | Electrical Technician I             |
| DPW/B&T       | Electrical Technician II            |
| DPW/B&T       | Electrical Technician III           |
| DPW/B&T       | HVAC Superintendent                 |
| DPW/B&T       | HVAC Technician I                   |
| DPW/B&T       | HVAC Technician II                  |
| DPW/B&T       | HVAC Technician III                 |
| DPW/B&T       | HVAC Technician Team Leader         |
| DPW/B&T       | Maint Technician Team Leader        |
| DPW/B&T       | Maintenance Superintendent          |
| DPW/B&T       | Maintenance Technician I            |
| DPW/B&T       | Maintenance Technician II           |
| DPW/B&T       | Maintenance Technician III          |
| DPW/Roads     | Construction Inspector              |
| DPW/Roads     | Equipment Opr II                    |
| DPW/Roads     | Equipment Opr III                   |
| DPW/Roads     | Equipment Opr IV                    |
| DPW/Roads     | Road Maint Supvr                    |
| DPW/Roads     | Roads Project Manager               |
| DPW/Roads     | Roads Superintendent                |
| DPW/Roads     | Sign Shop Manager                   |
| DPW/Roads     | Special Projects Mgr (pvmnt)        |
| DPW/Roads     | Traffic Safety/Sign Crew Supervisor |
| DPW/Fleet     | Automotive Body Technician          |
| DPW/Fleet     | Fleet Maint Superintendent          |
| DPW/Fleet     | Inventory Program Manager           |
| DPW/Fleet     | Inventory Specialist                |
| DPW/Fleet     | Small Engine Technician             |
| DPW/Fleet     | Vehicle & Equipment Technician      |
| DPW/Utilities | Inventory Control Specialist        |
| DPW/Utilities | Office Associate II                 |
| DPW/Utilities | Regulatory Compliance Associate     |
| DPW/Utilities | Environmental Operator I            |
| DPW/Utilities | Environmental Operator II           |
| DPW/Utilities | Environmental Operator Trainee      |
| DPW/Utilities | Equipment Maintenance Supervisor    |
| DPW/Utilities | Equipment Maintenance Technician I  |

DPW/Utilities Equipment Maintenance Technician II  
DPW/Utilities Wastewater Operations Supervisor II  
DPW/Utilities Water Operations Supervisor  
DPW/Utilities Line Maintenance Supervisor  
DPW/Utilities Line Maintenance Operator 4  
DPW/Utilities Line Maintenance Operator 3  
DPW/Utilities Line Maintenance Operator 2  
DPW/Utilities Line Maintenance Operator I  
DPW/Utilities Meter Superintendent  
DPW/Utilities Meter Technician  
DPW/Utilities Pretreatment Technician  
DPW/Utilities Cross Connection Control Specialist  
DPW/Utilities Utilities Locator  
DPW/Utilities Lab Supervisor  
DPW/Utilities Laboratory Technician I  
DPW/Utilities Laboratory Technician II  
DPW/Utilities Laboratory Sampler  
DPW/Utilities Instrumentation Technician  
DPW/Utilities Equipment Maintenance Superintendent  
DES Public Safety Dispatcher I  
DES Public Safety Dispatcher II  
DES Public Safety Dispatcher III  
DES Public Safety Dispatch Lt  
DES Radio System Support Administrator  
DES Comms Training & Quality Assurance Capt  
DES Asst Chief of Fire/EMS Comms  
DES Chief of Animal Control  
County Admin Mail Clerk  
DFAS Revenue Specialist  
RPT/Parks Golf Course Superintendent  
RPT/Parks Assistant Golf Course Superintendent

# EMS CAD Incidents

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|---------------------------------------|-----------------|-----------------|-------------------|-----------|-------------|----------|--------------------|--------------------|-------------------------|---------------------|------|---------|-------------|
| 4/17/2020 08:50:50                    | 2008102         |                 | 3300 WESTERN PKWY | CAR1609   | CAR1609     |          | 4/17/2020 08:49:07 | 4/17/2020 08:50:50 |                         | 04/17/2020 08:50:58 |      |         | 4/17, 09:04 |

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|---------------------------------------|-----------------|-----------------|------------------|-----------|-------------|----------|--------------------|--------------------|-------------------------|---------------------|------|---------|--------------------|
| 5/2/2020 07:21:54                     | 2009076         |                 | BALTIMORE COUNTY | CH16      | CH16        |          | 5/2/2020 07:19:49  | 5/2/2020 07:21:54  |                         | 05/02/2020 13:59:41 |      |         | 5/2/2020 14:37:50  |
| 3/23/2020 08:30:09                    | 2006376         |                 | CRAIN HWY        | CH16      | CH16        |          | 3/23/2020 08:28:44 | 3/23/2020 08:30:09 |                         | 03/23/2020 08:30:35 |      |         | 3/23/2020 08:39:33 |

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CHARLES COUNTY GOVERNMENT  
**Department of Emergency Services**

**Michelle Lilly, MPH, CEM**  
Director

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June 10, 2020

Aaron Kidder, Vice President

IAFF Local 4658

PO Box 1532

White Plains, MD 20695

RE: Informal grievance related to essential duty pay

Dear VP Kidder:

The Essential Duty Pay (EDP) Program was established by the County Commissioners on April 21, 2020. The program establishes a list of employees by title that have been deemed as eligible for EDP. The program also establishes that employees with eligible job titles must also be performing work that is related to the COVID State of Emergency. Work by an eligible employee that is not in relation to the COVID State of Emergency does not count and will not receive EDP for those hours.

In addition to the above information I would also like to point out that according to the Collective Bargaining Agreement, actions taken by County Commissioner's cannot be grieved. It is also my understanding that the Union agrees that the EDP is outside of the collective bargaining process which is why the Union approached the Commissioners about hazard pay and the EDP Program directly prior to the Commissioners approval of the program.

Please let me know if that answers your questions regarding the EDP Program.

Respectfully,

Michelle L. Lilly

Director