City of SACRAMENTO
Department of Human Resources

October 28, 2026 Sent via Electronic Mail Only

Ryan Henry
Sacramento Area Fire Fighters Local 522
3720 Folsom Boulevard
Sacramento, California 95816
Rhenry522@gmail.com

Re: Letter of Understanding – Fire Educational Incentive Program

Dear Mr. Henry:

This Letter of Understanding ("LOU") confirms the agreement reached between the City of Sacramento ("City") and the Sacramento Area Fire Fighters, Local 522 ("Local 522") (collectively, the "Parties") regarding the above referenced matter.

Specifically, the agreement is as follows:

Article 15.1 (Fire Educational Incentive Program) of the Parties' existing Labor Agreement Covering Employees in the Fire Department Unit (Unit 05) shall be amended as follows:

15.1 FIRE EDUCATIONAL INCENTIVE PROGRAM

a. Fire Battalion Chiefs, Fire Captains, Fire Engineers, Fire Investigator~~s~~ I and II, and Firefighters shall receive incentive compensation in addition to the base rate of pay for the following:

Accredited University or College Degree of Certificate

(1) Fire Science Certificate – 9½ %

(2) Bachelor's Degree – 5%

b. Employees who do not possess an EMT C~~c~~ertificate shall be reduced ten percent (10%) (two steps) in base salary on or after the date the Fire Department implements an EMT Certificate training and license testing procedure. Employees who do not possess an EMT C~~c~~ertificate prior to the date of implementation shall be reduced seven and one half percent (7.5%) in base salary.

c. The Fire Department reserves the right to e~~i~~nsure the work~~-~~force is capable of performing necessary duties associated with the possession of EMT C~~c~~ertificates by a sufficient number of employees needed to deliver Emergency Medical services to the public.

d. Employees eligible for the Fire Science Certificate incentive on July 4, 1987, shall continue to be eligible for such incentive~~s~~.

e. Senior Fire Prevention Officer~~,~~ and Fire Prevention Officer I and II shall receive nine and one-half percent (9.5%) incentive compensation in addition to the base rate of pay for possession of a Fire Technology Certificate ~~(FT)~~ from a California Community College or ~~/~~State Board of Fire Services approved Fire Technology program. Such employees shall also receive a two and one half percent (2.5%) incentive compensation for an Associate Degree; a five percent (5%) incentive compensation for possession of a Bachelor's Degree from an accredited university or college; and a five percent (5%) incentive compensation for an EMT Certificate.

f. Employees hired on or after the effective date of this Agreement must possess a Fire Technology Certificate from a California Community College or ~~/~~State Board of Fire Services approved Fire Technology program in order to be eligible for the Fire Science C~~c~~ertificate ~~(FS)~~ incentive.

~~g. Incentives shall additive and shall not be compounded with any other type of pay or incentive.~~

~~h. Employees who earn a Certificate or Degree set forth above shall place their Certificate(s) on file with the Fire Department Administration, who will verify and process for appropriate incentive compensation.~~

~~i. Fire Educational Incentives shall be paid to an employee on a prospective basis within thirty (30) calendar days of submission of eligibility to the Department.~~

g. Employees in the Single Role Classifications who have earned one of the following degrees shall receive one of the following educational incentives:

Associate Degree	2.5% above base rate o~~f~~r pay
OR	
Bachelor's Degree	5.0% above base rate of pay

h. Except as otherwise provided in this Section 15.1, incentives under this Section 15.1 shall be additive and shall not be compounded with any other type of pay or incentive.

i. Written proof of a qualifying degree or certificate must be submitted to the Fire Department's designated Personnel Action Request (PAR) contact to receive the applicable incentive under this Section 15.1. The incentive shall become effective

at the start of the pay period following receipt of the required documentation by the PAR contact. The Fire Department shall process the incentive within thirty (30) calendar days following receipt of the required documentation.

j. Documentation of a qualifying degree or certificate provided during an employment application, recruitment, interview, background process, conditional offer, academy or training process, or for another employment-related purpose does not, by itself, satisfy the submission requirement in subsection (i). An employee who was already receiving an incentive immediately prior to appointment or promotion to another classification covered by this Section 15.1 based upon the same qualifying degree or certificate shall not be required to resubmit the documentation, provided the degree or certificate qualifies for the incentive in the new classification.

k. No incentive shall be paid for any period preceding the effective date established under subsection (i).

This agreement does not establish a precedent, nor does it interpret any employee rights under the language of the Labor Agreement, the Rules and Regulations of the Civil Service Board, or any applicable policies and procedures of the Department of Human Resources or the City of Sacramento except as expressly stated herein.

This agreement memorializes and constitutes the entire understanding between the parties as to all matters referred to or included herein, and supersedes and replaces all prior negotiations, proposed discussion, whether written or oral.

If this is your understanding of the agreement reached, please sign as indicated below.

Sincerely,

Leslie Wisniewski

Leslie Wisniewski
Labor Relations Officer

AGREED TO:

Tina Gallegos Thompson
Tina Gallegos Thompson (Oct 30, 2026 17:54:06 PDT)

Tina Gallegos Thompson 10/30/2026
Director of Human Resources

AGREED TO:

A.Donato
Aaron Donato (Oct 28, 2026 14:04:19 PDT)

Aaron Donato 10/28/2026
Labor Relations Manager

AGREED TO:

Ryan Henry
Ryan Henry (Nov 5, 2026 04:59:29 PST)

Ryan Henry 11/05/2026
Vice President, Local 522

APPROVED AS TO FORM:

Maila Hansen
Maila Hansen (Oct 28, 2026 11:20:16 PDT)

Maila Hansen 10/28/2026
Senior Deputy City Attorney