

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: AMY REEVE, DIRECTOR OF HUMAN RESOURCES
HUMAN RESOURCES DEPARTMENT
SUBJECT: RATIFICATION OF A SIDE LETTER TO THE MEMORANDUM OF
UNDERSTANDING FOR UNIT 2 ESTABLISHING A CITY
SPONSORED WELLNESS PROGRAM FOR THE EMPLOYEES IN
UNIT 2 - FIREFIGHTING

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Human Resources Department that Council, by resolution, ratify a Side Letter to the Memorandum of Understanding for Unit 2 – Firefighting to establish a City sponsored wellness program for the employees in Unit 2.

EXECUTIVE SUMMARY

By adopting this resolution, Council will allow the City to establish a City sponsored wellness program for Unit 2 - Firefighting, promoting health and wellness. This program will establish a \$75,000 wellness fund to allow employees to receive an annual payment to be used for wellness expenditures such as gym memberships, fitness equipment and/or weight loss programs. The funds will be divided equally among full-time employees in the unit.

BACKGROUND

The City and Santa Rosa Fire Fighters, Local 1401, representing Unit 2 – Firefighting, have met and conferred concerning a Side Letter Agreement to amend the existing Memorandum of Understanding and have agreed on establishing a City sponsored wellness program for its members.

After the termination of the former City wellness program, the City has been exploring options to enhance employee health and fitness. There is continued recognition that it is important to promote physical and mental fitness for staff. This benefit provides a wellness incentive, similar to the program which was negotiated for several other miscellaneous employee units.

ANALYSIS

ADOPTION OF A SIDE LETTER TO THE MEMORANDUM OF UNDERSTANDING
FOR UNIT 2 ESTABLISHING A CITY SPONSORED WELLNESS PROGRAM FOR
THE EMPLOYEES IN UNIT 2 – FIREFIGHTING
PAGE 2 OF 3

Chapter 2-36 of the Santa Rosa City Code and the Rules and Regulations pertaining to Employer-Employee Relations adopted thereunder, establishes procedures and a reasonable period of time for the meet and confer process, to take place between the City's management representatives and representatives of recognized employee organizations, all in accordance with the provisions of the Meyers-Milias-Brown Act and applicable laws. As such, the City and Unit 2 representatives have met and conferred and agreed to the terms outlined in the Side Letter as an adequate replacement for the prior Wellness Solutions program, which had low utilization amongst Fire employees.

The new program will consist of an annual payment to each employee, with the first payment provided to employees upon ratification of this Side Letter, and a payment on the first paycheck in January of each year thereafter, so that the employee may defer some of the expenses normally incurred for wellness. The payment will be calculated based on \$75,000 divided by the number of filled full time equivalent (FTE) positions on the pay period when the payment is made.

The payment is to be used for wellness programs such as gym memberships, fitness equipment, and/or weight loss programs, which will enhance the health and wellbeing of City staff. The payment shall be prorated based on the employee's allocated, full time equivalent status.

FISCAL IMPACT

This program will have an ongoing impact to the General Fund of at least \$75,000 per year plus any associated Fair Labor Standards Act (FLSA) costs, should they apply. The annual cost is not expected to be more than \$100,000 per year. Beginning in fiscal year 2023-24, the payments will be included in the Fire Department budget.

For the current fiscal year, the City will make two wellness payments – one following the ratification of this side letter, and the other in January, for a total cost of between \$150,000 and \$200,000. While this expense has not been budgeted, it is anticipated that it will be paid for with existing appropriations within the Fire Department budget.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guidelines Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

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PAGE 3 OF 3

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution / Exhibit A – Side Letter to the Memorandum of Understanding for Unit 2 – Firefighting

CONTACT

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