

July 21, 2023

Changes to OAG 23.003 Overtime Call In

Hello All,

Effective July 24, 2023 (Day 1 **B Shift**) we will be operating under newly revised OAG 23.003 Overtime Call In. This policy was presented to the Membership in April, and subsequently approved through vote.

Much of the policy remains the same, however there are certain areas that present significant changes. Namely in the times at which Voluntary and Mandatory Overtime are filled. Please review the updated policy for complete information, and the below details for a summary.

Voluntary Overtime (OTL)

- 1300 hours will be the new starting time for Voluntary Overtime (OTL).¹
 - o Previously 1430.
 - o 5-8 Day is still 1530.²

Overtime Mandatory (OTM)

- 1645 hours will be the new time for Overtime Mandatory (OTM) filling for 1 and 2 Days out.³
 - o No longer at 1930 hours.
- Any holdover of an Overtime Mandatory (OTM) shift will be logged as Mandatory hours.⁴
 - o Example 1: 24 hour OTM shift with 30 minutes of Holdover (OTH) would be logged as 24.5 hours of Mandatory
 - o Example 2: 24 hour Voluntary shift with 30 minutes of Holdover would be logged as 24 hours of Voluntary, and 0.5 hours of OTH
- Extended absences longer than 90 days (Workers' Compensation, Special Assignment, etc.) will have their Overtime Mandatory (OTM) hours adjusted to the average number of mandatory hours within rank minus 48 hours.⁵
 - o You cannot go below 0 (Zero) OTM hours.

Mandatory Exemptions

- A Mandatory Exemption (MEX) can now be entered by personnel onto their own calendar to prevent 1 and 2 Day out Overtime Mandatory (OTM).⁶
 - o A Mandatory Exemption (MEX) will only be charged if you would have received Overtime Mandatory (OTM).
 - o A Mandatory Exemption (MEX) can still be used by calling a Battalion Chief.

¹ I.M.1., and IX.B.2.

² IX.B.3.

³ IX.B.4.

⁴ I.F.

⁵ I.H.

⁶ IX.F.1.d.

- The Telestaff code added to a person’s calendar is titled Mandatory Exemption SIGNUP.

Holiday Overtime

- Halloween was added as a Holiday Mandatory (OTLM) day.⁷
 - Removed Martin Luther King Jr. Day, President’s Day, and Easter.
- Holidays can be filled 8 Days out beginning at 1645 hours, except for Christmas Eve and Christmas Day.⁸
- Christmas Eve and Christmas Day
 - Mandatory will begin at 1700 hours 9 days out (December 16).⁹
 - Days 5 through 9 will be selected from both on-duty and off-duty employees.¹⁰
 - Days 1 through 4 will be selected from on-duty employees only.¹¹
 - If unable to reach by phone, an “email will serve as positive contact.”¹²
 - Christmas Eve and Christmas Day will no longer be split.¹³
 - Whatever shift is scheduled to work will work, even if it is both days.

Out of Rank Overtime

- 1 and 2 Days Out only will be filled with Voluntary Overtime (OTL) from out of rank personnel.¹⁴
 - Once filled, “no upgrades or downgrades will occur unless needed to exhaust the voluntary picklist.”

Overtime Calling Timelines¹⁵

- 1300 Voluntary Overtime (OTL) Days 1 through 4.
- 1530 Voluntary Overtime (OTL) Days 5 through 8.
- 1645 Overtime Mandatory (OTM) Days 1 and 2 out.

Staff Personnel

- 30 hours (or more) of Vacation/Comp Time will protect Staff Personnel from Overtime Mandatory (OTM).¹⁶
- “Staff personnel are exempt from mandatory assignments unless working line overtime.”¹⁷

Record Keeping

- Hours are reset every January 1.¹⁸

⁷ I.K.

⁸ IX.B.4.b., and IX.A.

⁹ VIII.A.

¹⁰ VIII.A.4.

¹¹ VIII.A.3.

¹² IX.B.4.c.ii.

¹³ IX.J.

¹⁴ III.C. & III.D.1.

¹⁵ IX.B.

¹⁶ IX.F.1.

¹⁷ IX.F.1.b.

¹⁸ I.A.

An adjustment period to the new timelines and provisions may occur. If you believe an error to have occurred under the new guidelines, please review the new policy to ensure accuracy. If you still believe an error has occurred, present it to the appropriate person/s for correction (Staffing BC, District Rep, etc.). OAG 23.003 outlines your rights and abilities.

This policy will be reviewed and addressed again within the next year based on a newly created committee for Overtime Mandatory (OTM). It will evaluate how Overtime Mandatory (OTM) is administered, review the Day 1 and 2 only mandatory trial study ending in October 2023, and suggest ideas or possible changes to the policy.

If there are any questions that arise, please review OAG 23.003 Overtime Call In, contact your District Rep, or reach out to me for any clarity.

Thank you,
Eddie Dutch

