

**SIDE LETTER OF AGREEMENT**  
BETWEEN  
**CITY OF PASADENA**  
AND  
**PASADENA FIRE FIGHTERS ASSOCIATION**

This Side Letter of Agreement (“Agreement”) between the City of Pasadena (“City”) and the Pasadena Fire Fighters Association (“PFFA”) (collectively “Parties”) is entered into with respect to the following:

**WHEREAS**, the current Memorandum of Understanding between the City and PFFA has a term October 1, 2020 – September 30, 2021 (“MOU”); and

**WHEREAS**, the Parties seek to modify the MOU to reduce the initial probationary period to 12 months for the classifications of Fire Fighter and Fire Fighter Paramedic.

**WHEREAS**, the following memorializes the Parties’ agreement:

The Parties agree that Section 5.I.A.1 and Section 5.III.C shall be modified in the MOU as follows:

**SECTION 5 Policies and Procedures**

I. Payroll

A. Step Raises

1. The salary compensation plan for Fire Fighter and Fire Fighter Paramedic shall consist of a seven-step plan.

Employees hired or promoted to Fire Fighter or Fire Fighter Paramedic classification shall be considered for salary step advancement based on satisfactory job performance at the following time intervals:

- Step 1 - Upon successful completion of basic training
- Step 2 - Six months after the Step 1 increase
- Step 3 - Six months after the Step 2 increase ~~and successful completion of probation~~
- Step 4 - Six months after the Step 3 increase ~~and successful completion of probation~~
- Step 5 - Six months after the Step 4 increase
- Step 6 - One year after the Step 5 increase
- Step 7 - One year after the Step 6 increase

**SECTION 5 Policies and Procedures**

III. Probation

- C. Unit members shall serve an initial probation period of ~~18~~ 12 months.  
Lateral members shall serve a probationary period of twelve months.

**FOR THE CITY OF PASADENA:**

\_\_\_\_\_  
Steve Mermell, City Manager

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Jennifer Curtis, Director of Human Resources

Approved as to Form:

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Lesley Cheung, Assistant City Attorney

**FOR PFFA:**

  
Sean Timoney, PFFA President