

SIDE LETTER AGREEMENT

BETWEEN

THE CITY OF SANTA CLARA

AND

IAFF LOCAL 1171 SANTA CLARA
(UNIT 1)

REGARDING

INTERMITTENT BONDING LEAVE

The City and IAFF LOCAL 1171 (Unit 1) agree to establish the following procedure for Unit 1 employees in the Santa Clara Fire Department who request intermittent bonding leave pursuant to the Family and Medical Leave Act (FMLA) and the California Family Rights Act (CFRA).

For employees who request intermittent bonding leave as defined by the FMLA and CFRA on or after the effective date of this Side Letter Agreement:

1. Advance Notice – Employees who opt to take protected intermittent bonding leave shall make the written request for such leave to the Fire Department with as much notice as possible, with a minimum of (1) week in advance of the start of the leave. Any requests for intermittent leave with less than one (1) week notice will be reviewed on a case-by-case basis and may not be approved.
2. Minimum Intermittent Leave – Intermittent leave must be requested and taken in increments of a minimum of 48-hours for 24-hour shift employees. In practice, this would be two (2) consecutive, back-to-back shifts as the 24-hour shift employees currently work a 48-96 schedule. Employees on an 8-hour, 40-hour work week schedule, must request and take intermittent leave in full day (8 hour) increments.
3. These terms do not apply to requests for consecutive leave which shall remain status quo.

The above terms are not meant to impinge upon employees' rights under the Family and Medical Leave Act (FMLA) or the California Family Rights Act (CFRA).

The parties agree that this Side Letter Agreement shall not serve as precedent for future agreements regarding FMLA and/or CFRA leaves nor shall it be construed or implied to obligate the parties to enter into any similar agreements in the future.

