



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center & Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944

MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: June 3, 2020

SUBJECT: **Agenda Item VI(i): Consideration of resolution authorizing hazardous duty pay and portal to portal pay for employees assigned to an emergency incident.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing hazardous duty pay and portal to portal pay for employees assigned to an emergency incident.

Background: From time to time, MRCA staff are deployed to local, State, or Federal disasters, and the deployment costs are reimbursed by the California Governor's Office of Emergency Services (Cal-OES) under the California Fire and Rescue Mutual Aid System (Mutual Aid). The California Fire Assistance Agreement (CFAA), administered by Cal-OES, contains the terms and conditions of Mutual Aid reimbursement. One requirement of the CFAA is a Governing Board resolution that indicates how personnel will be paid. The Governing Board previously made the following actions to comply with this requirement:

September 10, 2014: The Governing Board authorized payroll policies for emergency incidents, including portal to portal pay and hazard pay.

May 6, 2015: The Governing Board amended the 2014 resolution to include certain language required by the CFAA, a listing of named positions affected by the policy, and a more explicit authorization of portal to portal pay.

The proposed action would update the listing of named positions and reaffirms the existing authorization of hazard pay for emergency incidents. Section 4.5.1 of MRCA's Employee Handbook states that Hazardous Duty Pay may be authorized at the Executive Officer's discretion. Portal to portal pay allows MRCA to compensate employees for time spent traveling to and from an incident.

Fiscal Impact: The proposed action reaffirms existing policy and is not expected to have a measurable fiscal impact.