

Block Pay Policy

Building Department

Process: Contractors are permitted to request inspections outside of the normal business hours of the building department. Requests for inspections must be submitted via the Accela Permitting system. For jobs where multiple permits exist, and inspections are needed for more than one permit, each permit must be scheduled separately. Requests will be routed to the appropriate supervisor for approval and verification of inspector availability.

Compensation: Employees called to perform these inspections outside of the normal business hours are eligible to receive block pay in 4 hour or 8 hour increments as follows if the inspections fall outside of 7:00am- 4:00pm, Monday- Friday:

<u>Additional Hours Worked</u>	<u>Compensation</u>
0:00- 4hours	\$275
4:01- 8hours	\$525

Fire Department

Block Pay is a supplemental pay schedule to be used only when authorized by the Fire Chief or his/her designee. It will be used primarily for maintenance of command staff coverage for shift operations, long-term events or special assignments. Block pay will not be used to compensate for normal workload of salaried officers or for any event or assignment less than 5 hours.

Assistant and Deputy Chiefs that are Fire Command certified will be eligible to cover 24/48 Shift Command assignments. The Fire Chief or his/her designee will determine eligibility requirements to cover the shift commander's position. When there is a need for Shift Commander coverage, 24/48 hour Assistant Chiefs will receive the first offer to cover. If the 24/48 hour Assistant Chiefs do not accept the assignment, it will then be offered to B Unit Battalion Chiefs, followed by qualified 40-hour Assistant and Deputy Chiefs.

If all qualified personnel refuse the assignment the 24/48 hour Assistant Chief/Shift Commander who is at the top of the list will be mandated to fill the position.

For all other long term events or special assignments, Block Pay must be pre-approved by the Fire Chief or his/her designee.

Mandatory special assignments may be assigned by the Fire Chief or his/her designee.

<u>Additional Hours Worked</u>	<u>Compensation</u>
5-9:59 hours	\$650.00
10- 17:59 hours	\$1,000.00
18- 24 hours	\$1,800.00