



**City Council Agenda
July 20, 2023**

Minutes Resolution

Action Item

Agenda Description:

Discuss, consider, and possible action on approving revisions to the Volunteer Firefighters Nominal Fee Distribution Policy.

Background Information:

Per the Fair Labor Standards Act (FLSA), for a volunteer firefighter to maintain their volunteer status, the individual must receive no compensation or only receive reimbursement for paid expenses, reasonable benefits, or a nominal fee to perform the services for which the individual volunteered.

To comply with the Fair Labor Standards Act (FLSA), we need to revise the current pay policy for volunteer firefighters. The proposed new policy defines the nominal fee being distributed to volunteer firefighters. This fee is not meant to substitute for wages and is not tied to productivity. It also complies with the Department of Labor (DOL) 20 percent rule meaning the nominal fee does not exceed 20 percent of what would be paid to a full-time paid firefighter performing comparable services.

This new revision will be added to the employee handbook and will be maintained by Human Resources.

Financial Information:

The revised fee schedule will be less cumbersome to track making monthly reports much easier to calculate.

City Contact and Recommendations:

Brittany Grounds, Staff recommends approval of revisions to the Volunteer Firefighters Nominal Fee Distribution Policy.

Attachments:

- Current Volunteer Staff Benefits (Fire Department Policy)
- Revised Volunteer Firefighters Nominal Fee Distribution Policy (with new format)