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MEMORANDUM OF UNDERSTANDING between the
CITY OF SPARKS, NEVADA
and the INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, LOCAL 731

WHEREAS, the City of Sparks, Nevada, a municipal corporation (City), and the International Association of Fire Fighters Local 731 (Local 731), have entered into a Collective Bargaining Agreement on July 1, 2025; and

WHEREAS, the City intends to implement a Squad Unit response program; and

WHEREAS, the City and Local 731 desire to amend the Collective Bargaining Agreement to address staffing of a Squad Unit; and

WHEREAS, the City and Local 731 agree that it is in the best interests of all parties and the public that staffing regarding the Squad Unit be addressed promptly, and

NOW, THEREFORE, the parties agree to amend the July 1, 2025 Collective Bargaining Agreement as follows:

SECTION 1: This Memorandum of Understanding shall take effect upon approval and signing of this MOU.

SECTION 2: The parties agree to amend Section 1, Article G of the Collective Bargaining Agreement as follows:

Fire Department Staffing

1. The Fire Chief or designee will determine the number and type of apparatus in-service at any given time.

2. For the purposes of this article:

    a. A Medic Unit is defined as an ambulance that is transport capable.

    b. A Squad Unit shall be defined as a lighter duty vehicle intended to be non-transport capable and designed to respond to emergencies with a complement of specialty tools (Advanced Life Support, extrication equipment, rescue tools, etc.) to assist in Suppression operations, and shall be assigned to, and housed with an engine or truck company for purposes of accountability, safety and supervision.

3. Normal daily staffing will be three (3) personnel on “Type I” structure engines, “Type III” brush trucks, and aerial devices.

4. The normal daily complement of personnel will be a Captain, FAO, and Firefighter Paramedic or Firefighter on structure engines, brush trucks, and aerial devices.

5. Acting positions may be used to meet daily staffing requirements.

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6. Normal daily staffing will be two (2) personnel on Medic Units.

   The normal staffing of a Medic Unit shall consist of one (1) department-qualified Paramedic and one (1) A-EMT or higher qualification.

7. Normal daily staffing will be two (2) Suppression personnel on Squad Units.

   The normal daily staffing of a Squad Unit shall consist of one (1) Paramedic and one (1) A-EMT or higher qualification.

8. The Medic Unit(s) and Squad Unit(s) shall not be cross-staffed with any personnel from another apparatus except in the case of extenuating circumstances such as Mass Casualty Incident, riot, military action, natural disaster, civil disorder, a major incident as determined by the Fire Chief or designee or declared emergency by the City of Sparks, the State of Nevada or a Federal or State declaration that directly impacts the City of Sparks or its surrounding region. For the purposes of this provision, "surrounding region" shall be defined as within 75 miles of the City of Sparks. Daily staffing shall not be considered a major incident or emergency.

   a. Cross-staffing is defined as personnel moving from a staffed apparatus to one not staffed based on the type of call they are responding to or counting the personnel from two apparatus operating as a task force toward the staffing for each apparatus.

   b. The intent is to not cross-staff as a part of normal daily staffing to cover for normal vacancies, but to allow flexibility for the Fire Chief or designee to respond to major emergency events appropriately. The personnel on the Medic Unit will not be counted towards the minimum staffing for any other apparatus.

   c. This is not intended to restrict the movement of personnel from different apparatus to a Medic Unit or Squad Unit as long as the minimum staffing levels as defined in Section 1, Article G are maintained. This is also not meant to restrict the ability to cross-staff brush trucks or special teams' equipment when needed.

9. Medic Units and Squad Units will be staffed, licensed, and equipped as an Advanced Life Support (ALS) unit, with at least one department-qualified ALS person at all times.

10. When emergency staffing is needed, the Shift Commander or designee, may use personnel of any rank so long as they are represented by Local 731, and the normal staffing of personnel, as outlined in Section 1, Article G is maintained, and the personnel are qualified to perform in the positions needed.

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11. Staffing for other apparatus will be determined by the Fire Chief or designee. The Fire Chief or designee will confer with the Local 731 President or designee, on the ranks assigned to these apparatuses.

12. To allow shuttling of apparatus for maintenance, training, or to get apparatus to emergency scenes, staffing levels can be adjusted.

13. Normal daily staffing levels will be backfilled anytime the vacancy is expected to exceed one (1) hour. Any rank represented by Local 731 may voluntarily fill vacancies on a Medic Unit or Squad Unit, so long as the ALS staffing requirements are maintained. Any personnel who are to work on a Medic Unit must be trained and qualified by a fire department proctor and/or the Training Division before being assigned to that apparatus.

14. When staffing falls below the minimums outlined in Section 1, Article G, the apparatus will be placed "out of service" with Dispatch (CAD). The Shift Commander will either redistribute the remaining personnel to other apparatus, or send an apparatus to cover the vacant district, or have the remaining personnel respond to incidents to provide manpower with the "in-service" responding apparatus.

15. The City and Local 731 agree that four-person staffing of aerial devices and engines is optimal and enhances safety of firefighters and the public. The City agrees to work toward meeting this staffing goal as resources allow.

16. Nothing in this section removes any obligation or rights under NRS Chapter 288.

SECTION 3: Any provision of the July 1, 2025, Collective Bargaining Agreement that is not modified by this Memorandum of Understanding shall remain unchanged and in full force and effect, unless otherwise modified by the parties in writing.

IN WITNESS WHEREOF, the City of Sparks and the International Association of Fire Fighters, Local 731 have duly executed this Memorandum of Understanding this 12th day of October, 2026.

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, LOCAL 731	CITY OF SPARKS
Michael Szopa, Vice President	Ed Lawson, Mayor

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ATTEST:

Lisa Hunderman

Lisa Hunderman, City Clerk

APPROVED AS TO FORM:

Jessica Coberly

Wes Duncan, City Attorney