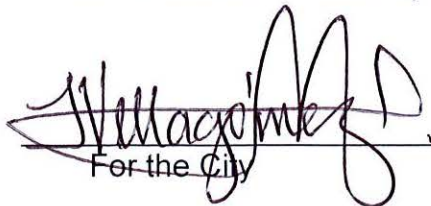



City of San Antonio and the San Antonio Professional Firefighters,
Local 624
Collective Bargaining Process Ground Rules
February 29, 2024

1. **Leave.** The contract provisions concerning administrative leave for three (3) negotiation committee members shall apply, however, those members may use Union leave above and beyond the authorized CBA allowance, hour for hour. A one (1) hour travel allowance shall be made each way for the designated individuals on the Union Negotiations committee. All Union Negotiation committee members will not lose any OT opportunities if they are in any Negotiations meeting with the City, or any meeting associated with Negotiations preparation. The City will allow two (2) additional Union members off on Article 6.2 admin leave on agreed meeting dates. Admin time may be used for committee meetings on the same calendar day of the bargaining process. Leave submittal time periods shall not apply if the parties set a meeting date less than five (5) days in advance. The restriction on personnel per division in Article 6 Sect. 4 40-hr. personnel shall be increased to three (3), EMS personnel shall be increased to three (3).
2. **Teams.** The bargaining team for the Union consists of its Lead Local 624 Negotiator Billy Hacker, Chief Negotiator Richard Poulson, Joe Jones, Mike McCarty, Clayton Saidler, Ricky Poole and other SAFFA representatives as areas may be identified. The bargaining team for the City consists of Lead Negotiator María Villagómez, Elizabeth Provencio, Ben Gorzell, Renee Frieda and other City personnel as areas may be identified. Only the respective bargaining teams may engage in bargaining discussions at the table. Each team member delegates full authority to remaining team members in the event of absence. Each party can bring substantive experts, either live or by other means, who are not team members to assist with respect to specific topics subject to negotiation. Each team shall designate one or two primary spokespersons.
3. **Initial Proposals.** The parties will exchange initial proposals on March 29. Nothing, however, shall preclude either party from presenting additional proposals and counterproposals on any subject including issues raised by the other party.
4. **Open Meetings.** All bargaining sessions shall be open to the public as required by the Texas Local Government Code Section 174.108. However, both parties' private caucuses are closed to the public and to members of the other bargaining team. Bargaining sessions shall be posted under the Texas Open Meetings Act. Bargaining sessions will be held at a mutually agreed location. The City Attorney's Office shall post the meetings with the advance notice required for 72 hour posting. Although the sessions are open to the public, absent mutual agreement, only bargaining team members, the bargaining teams' attorneys, resource persons and designated consultants will be entitled to speak during the bargaining sessions. Subcommittee meetings outside bargaining sessions may be used to share information.

5. **Exchange of Information.** Both sides will provide copies of supporting economic data and comparisons to the other side contemporaneously with discussion of the issues. All requests for information shall be made to Richard Poulson for the Association and to Elizabeth Provencio for the City. An agreement will be reached at the time of each request for information or within 2 business days if possible on the details, costs, deadlines, and logistics.
6. **Tentative Agreements.** When the parties have reached a tentative agreement as to an existing or new article, the agreement shall be reduced to writing and signed by a member of each party's bargaining team. Each party shall maintain a copy of all tentative agreements reached. The parties expressly acknowledge that such agreements are tentative and become final only if agreement is reached on all articles/topics in the negotiations.
7. **Amendment of Ground Rules.** The parties may amend these ground rules at any time by written mutual agreement.
8. **Deliberations.** Bargaining sessions will be held during normal business hours, unless otherwise agreed. Bargaining sessions will commence at 10:00 a.m. and end no later than at 6:00 p.m., unless the parties believe that continuing negotiations passed 6:00 p.m. will result in substantive progress towards negotiating and/or finalizing a new contract. Any changes in the dates or duration of a bargaining session will be by mutual agreement of the parties. Either party may call a caucus when necessary.
9. **Record of Negotiations.** Both parties shall have the right to record (video and/or audio) the bargaining sessions, and shall provide a copy of any such recordings to the other party upon request, at actual cost. Both parties reserve the right to maintain their own copies.
10. **Bargaining Schedule/Duration.** The parties agree that the sixty (60) day bargaining period under Texas Local Government Code section 174.152(a) commences with the first bargaining session on March 29. Subsequent extensions may be made by mutual agreement. The parties agree to meet at 10:00 a.m. on March 29, April 19, and May 3. The parties may mutually agree to changes in this schedule and additional dates to meet.
11. **Good Faith Negotiations.** The parties agree to bargain in good faith and to comply with both Chapter 174 of the Local Government Code and Article XIV, Section 169 of the Charter of the City of San Antonio.



For the City



For the Association