



Agenda

- Discuss why guidelines are amended
- Summarize amendments
- Discuss next steps

Why Revise Guidelines?

- Add sections to the guidelines previously omitted
- Provide written clarification on retirement funding, leave accrual, compensation upon termination, and employment agreements



Amendment Summary

- Amendment Section 8 – Standardized Retirement Funding
 - Requires retirement plan contributions to a US Internal Revenue Service (IRS) Retirement Plan
 - Department's Plan Administrator must submit a letter of certification that the department utilizes an IRS qualified plan
 - Retirement plan funding and monies spent must be included in Department's annual



Amendment Summary

- Amendment Section 9 – Leave Guidelines
 - Provides standard for leave accrual consistent with Wake County policy
 - Compensation Committee recommended leave accrual rates different from county staff recommendation



Amendment Summary

- Amendment Section 10 – Compensation due upon Termination of Employment
 - Provides standard for compensation due at termination of employment consistent with Wake County policy



Amendment Summary

- Amendment Section 11 – Employment Agreements
 - Provides clarification and requirements for existing and new employment agreements



Next Steps

- Receive feedback from the Fire Commission
- Adoption by Fire Commission
- Implementation becomes effective immediately
- Fire Department Board of Directors Execute Amended Guidelines



