

	OFFICE OF STATE FIRE MARSHAL <i>INCIDENT MANAGEMENT TEAMS</i> STANDARD OPERATING GUIDELINES	Number: SOG-I-1009 Adoption Date: May 2019 Author: Mariah Rawlins Review/Revision Date: May 1, 2020 (Annual Revision)
OSFM Approved: _____ Date _____ Jim Walker, State Fire Marshal		_____ Date _____ Mariana Ruiz-Temple, Chief Deputy State Fire Marshal
SUBJECT: Reimbursement Rate Scale for Volunteer IMT Members OBJECTIVE: Create equitable pay scale for volunteer IMT members		

I. SCOPE

This SOG outlines the reimbursement rates for IMT members who identify as volunteers.

II. GUIDELINES

The reimbursement process itself will continue to follow the guidelines provided in the current Oregon Fire Service Mobilization Plan, which no longer identifies a rate for overhead team members.

Many agencies will add roll-ups to the rates outlined below. Those costs may include – but are not limited to – workers’ compensation insurance, transit taxes, PERS payments, etc.

III. METHODOLOGY

The rates below are based off of the current USFS AD Pay Plan for Emergency Workers. Because the presumption is that a USFS AD employee is being paid for no more than 16 hours per day, the following formula was used to determine the appropriate reimbursement rate for OSFM volunteer team members:

$$U * 16 / 24$$

where U is the USFS AD rate for the position

IV. MAINTENANCE

OSFM will revise this SOG prior to fire season; only when USFS has updated their AD pay plan.

V. RATES

The rates below become effective May 1, 2020. The previous rate schedules are included in the attachments of this guideline.

Position	AD Class	OSFM Hourly Rate	OT Rate
Incident Commander Type 2*	AD-L	33.57	50.36
Safety Officer Type 2	AD-K	28.03	42.04
Safety Officer Line	AD-I	23.15	34.72
Public Information Officer Type 2	AD-K	28.03	42.04
Public Information Officer	AD-I	23.15	34.72
Liaison Officer	AD-K	28.03	42.04
Operations Section Chief Type 2*	AD-K	28.03	42.04
Division/Group Supervisor	AD-J	25.52	38.28
Planning Section Chief Type 2*	AD-K	28.03	42.04
Resource Unit Leader	AD-H	20.96	31.44
GIS Specialist	AD-G	18.69	28.04
Logistics Section Chief Type 2*	AD-K	28.03	42.04
Communications Unit Leader	AD-H	20.96	31.44
Incident Communications Technician	AD-F	17.15	25.72
Finance Section Chief Type 2	AD-K	28.03	42.04

*Denotes these positions have Deputies which share the same AD class/rate

ATTACHMENT 1

PAST RATES, EFFECTIVE MAY 1, 2019 THROUGH APRIL 30, 2020

Position	AD Class	OSFM Hourly Rate	OT Rate
Incident Commander Type 2*	AD-L	32.64	48.96
Safety Officer Type 2	AD-K	27.23	40.84
Safety Officer Line	AD-I	22.51	33.76
Public Information Officer Type 2	AD-K	27.23	40.84
Public Information Officer	AD-I	22.51	33.76
Liaison Officer	AD-K	27.23	40.84
Operations Section Chief Type 2*	AD-K	27.23	40.84
Division/Group Supervisor	AD-J	24.80	37.20
Planning Section Chief Type 2*	AD-K	27.23	40.84
Resource Unit Leader	AD-H	20.37	30.56
GIS Specialist	AD-G	18.16	27.24
Logistics Section Chief Type 2*	AD-K	27.23	40.84
Communications Unit Leader	AD-H	20.37	30.56
Incident Communications Technician	AD-F	17.00	25.50
Finance Section Chief Type 2	AD-K	27.23	40.84