



## REIMBURSEMENT AGREEMENT

THIS AGREEMENT, made this 12<sup>th</sup> day of February, 2024, by and between the Division of Fire and Rescue Services of Frederick County, Maryland (DFRS), and «Full Name», hereafter listed as the Employee.

WHEREAS, DFRS intends to employ the Employee named above, on February 12, 2024 for general duties with the Fire and Rescue Services of Frederick County, Maryland: and

WHEREAS, Frederick County Government intends to pay for the cost of training, clothing expense, and salary of the Employee during a training period: and

WHEREAS, upon successful completion of training, the Employee will assume the duties of a Firefighter/EMT with the Division Fire and Rescue Services of Frederick County, Maryland: and

WHEREAS, the parties, by this Agreement, intend to provide for reimbursement to the County for its expenditures during the training period in the event that the Employee terminates her/his employment with the Division of Fire and Rescue Services as hereinafter set forth.

NOW, THEREFORE, in consideration of the below listed training, salary and supplies, of the Employee and other good and valuable considerations, receipt and adequacy of which are hereby acknowledged, the parties hereto agree as follows:

- 1) That the County shall pay:
  - a) The cost of training the Employee during the period of training, in accordance with the departmental policies, rules, regulations and procedures in the amount of \$8,131.50.
  - b) The salary of the Employee during the period of training in the amount of \$8,008.00 (\$22.70 salary per hour - \$15.00 minimum wage per hour = \$7.70 per hour x 1040 training hours). This figure will change if and when the Maryland minimum wage either increases or decreases.
- 2) That in the event the Employee terminates her/his employment with the Division of Fire and Rescue Services within thirty-six (36) months from the date of her/his initial employment (including the training period) and accepts employment with

*\*Amounts are subject to change based on minimum wage amount at date of hire.*

another Fire/EMS department or accepts employment in other Fire/EMS related work within one year from the date of termination of employment with the Division of Fire and Rescue Services, the Employee agrees to reimburse the County on the following scale for all payments and expenditures, as stated in paragraph 1) above, that have been actually expended:

First through twelfth month - 100%  
Thirteenth through eighteenth month - 80%  
Nineteenth through twenty-fourth month - 60%  
Twenty-fifth through thirtieth month - 40%  
Thirty-first through thirty-sixth month - 20%

3) This Agreement does not change the term of employment or create an employment contract for a specific period of time. The Division of Fire and Rescue Services or the Employee may continue to take any action allowed under State Law. In addition, the Employee may voluntarily terminate her/his employment with the Division of Fire and Rescue Services at any time, for any other reason other than those specified in paragraph 2) above, without reimbursement set forth above.

4) In the event the Employee is required to make reimbursement under paragraph 2), the Employee will be entitled to retain the full amount of the minimum wage rate as required by the Fair Labor Standards Act for the period of training for the hours worked during the period of training. The Employee will not be required to reimburse the County for the amount of this minimum wage rate of pay.

#### REIMBURSEMENT SCHEDULE

	0- 12 MONTHS	13 - 18 MONTHS	19 - 24 MONTHS	25 - 30 MONTHS	31 - 36 MONTHS
Training Cost	\$8,131.50	\$6,505.20	\$4,878.90	\$3,252.60	\$1,626.30
Salary Cost	\$8,008.00	\$6,406.40	\$4,804.80	\$3,203.20	\$1,601.60
Total Reimbursement	\$16,139.50	\$12,911.60	\$9,683.70	\$6,455.80	\$3,227.90

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
«Full\_Name»

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Witness Printed Name

\_\_\_\_\_  
Chief Thomas E. Coe, Director  
Division of Fire and Rescue Services

\_\_\_\_\_  
February 12, 2024  
Date

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