



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors

From: Dianne Dinsmore, Human Resources Director

Date: July 10, 2018

Subject: Establish Classification of Fire Equipment Mechanic II and Reallocate Salary of Lead Fire Equipment Mechanic

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22317 to establish the classification of Fire Equipment Mechanic II (PMTC) (represented) at salary plan and grade TB5 1000 (\$6,766 - \$7,460) AND reallocate the salary of the Lead Fire Equipment Mechanic (PMNC) (represented) classification from salary plan and grade TB1716 (\$6,716 - \$7,404) to salary plan and grade TB5 1001 (\$7,832 - \$8,635) on the salary schedule for the Contra Costa County Fire Protection District.

FISCAL IMPACT:

The specific annual cost to establish the Fire Equipment Mechanic II classification will depend on the number of candidates who meet the minimum qualifications for that classification during FY 2018-19. The potential estimated annual cost range is \$17,630 - \$86,000. Of that amount, \$4,045 - \$18,100 can be attributed to retirement cost increases. The salary reallocation for Lead Fire Equipment Mechanic will result in an estimated annual cost of \$21,250 for the full fiscal year 2018-19. Approximately \$4,875 of that amount is attributable to an increase in retirement costs. These potential increases were included in the District's FY 2018-19 Recommended Budget.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **07/10/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
Candace Andersen, Director
Diane Burgis, Director
Karen Mitchoff, Director
Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 10, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Denise Cannon,
925-941-3300 x1301

By: June McHuen, Deputy

cc:

BACKGROUND:

The Contra Costa County Fire Protection District (District) has carried multiple vacancies in the apparatus shop for several years. As a result, the District has been forced to send maintenance and repair work to external fire apparatus repair facilities. A recent apparatus shop study concluded that using our internal fleet services division is more cost effective and timely than sending maintenance and repair work to external vendors. The District's attempts to recruit qualified Fire Equipment Mechanic candidates have been unsuccessful. The primary reason is that the salary range for Fire Equipment Mechanic is 23-27% below other fire agencies' salaries. These figures are based on a recent fleet services study conducted by an outside consultant in October 2016 and a salary survey completed by County Human Resources in December 2017. The District supports adopting the consultant's recommendation of utilizing Fire Equipment Mechanic I as an entry level classification. After incumbents complete specialized fire emergency vehicle and pump training and receive the required certifications, they will be eligible to be flexibly staffed up to the newly established classification of Fire Equipment Mechanic II. This will allow the District to establish a career ladder for internal personnel growth opportunities. The District worked with County Human Resources, Labor Relations, and Teamsters, Local 856 to meet and confer on the new job descriptions and salary ranges. The attached memorandum memorializes this agreement.

CONSEQUENCE OF NEGATIVE ACTION:

The District is in critical need of filling five (5) Fire Equipment Mechanic vacancies and will not be able to adequately attract and retain qualified candidates if this action is not approved.

ATTACHMENTS

P300 No. 22317