



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: May 24, 2022

Subject: Establish the Classification of Assistant Fire Chief -Exempt

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25950 to establish the classification of Assistant Fire Chief -Exempt (RPB3) (unrepresented) at salary plan and grade BF6 2267 (\$13,889 - 16,883) in the Contra Costa County Fire Protection District.

FISCAL IMPACT:

Two new positions were included in the CCCFPD's FY 2022-23 Recommended Budget. That budget was approved by the Fire Board of Directors on May 10, 2022. The positions were added as Assistant Fire Chief-Exempt, which is a 40 hour classification. This action establishes the classification with a 56-hour schedule option. Since the positions have already been added and budgeted for, there is no additional cost to approving this item.

BACKGROUND:

Effective July 1, 2022, the Contra Costa County Fire Protection District (CCCFPD) will annex the East Contra Costa County Fire Protection District (ECCFPD). CCCFPD will annex a full battalion with multiple companies in the far east County upon annexation. That span of operational control requires that CCCFPD add operational resources. In its FY

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **05/24/2022** ☒ 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: May 24, 2022

, County Administrator and Clerk of the Board of Supervisors

Contact: Jackie Lorrekovich, Chief
of Admin Services 925-941-3300

By: June McHuen, Deputy

cc:

2022-23 Recommended Budget, CCCFPD recommended cancelling a vacant Battalion Chief position and adding two Assistant Fire Chiefs on what is referred to as a "48/96" shift schedule. That budget was approved by the Board on May 10, 2022.

BACKGROUND: (CONT'D)

Assistant Fire Chief-Exempt (RPB1) is exempted from the Merit System by ordinance. It is CCCFPD's intent to establish the mirror classification of Assistant Fire Chief -Exempt (RPB3) with the attributes of a 56-hour schedule. As previously stated, the new Assistant Fire Chiefs will work on a shift schedule and oversee the four battalions. The shift Assistant Fire Chiefs will report to the Deputy Fire Chief assigned to oversee the operations division.

It is necessary to create a mirror classification -- as opposed to using the existing classification of Assistant Fire Chief-Exempt -- because the 40-hour and 56-hour classifications have different hourly rates of pay and different monthly rates of paid leave accruals. The intent would be to have the 40-hour and 56-hour classifications flexibly staffed so that personnel can be moved between the assignments as necessary to meet minimum staffing requirements.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, CCCFPD will not have a 56-hour classification to utilize for shift Assistant Fire Chiefs.

ATTACHMENTS

P300 25950