

**City of Culver City, California
Agenda Item Report**

Meeting Date: 05/23/2011		Item Number: <u>C-13</u>	
CITY COUNCIL AGENDA ITEM: Approval of the Revised Classification Specifications for Firefighter and Fire Captain.			
Contact Person/Dept.: Amy Webber		Phone Number: 310-253-5640	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☒ No ☐		Date: <u>04/06/2011</u>	
Civil Service Commission			
Public Notification: (E-Mail) Meetings and Agendas – City Council (05/19/2011); Culver City Firefighters Association (5/19/2011)			
Department Approval: Serena Wright (05/11/11)		City Attorney Approval: Carol Schwab (by H. Baker) (05/17/11)	
Chief Financial Officer Approval: Jeff Muir (M. Noller) (05/18/11)		City Manager Approval: John M. Nachbar (05/19/11)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council approve the revised Firefighter and Fire Captain classification specifications. <u>BACKGROUND:</u> As part of the routine examination preparation procedures, the Fire Department management and Human Resources Department staff have reviewed the Firefighter and Fire Captain classification specifications. The results of this review process are the proposed modifications to the Firefighter (Attachment 1) and Fire Captain (Attachment 2) specifications. <u>DISCUSSION:</u> Effective January 1, 2011 the Department of Motor Vehicles (DMV) codified requirements necessary to operate firefighting equipment. Specifically, individuals operating firefighting equipment are required to possess a valid California driver's license and Firefighter endorsement. Further, Vehicle Code §12804.11(a) states: "to operate firefighting equipment, a driver, including a tiller operator, is required to maintain a firefighter endorsement issued by the department (DMV) and obtain and maintain a class A, class B, or class C license" (Attachment 3).			

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Firefighters are routinely assigned the duty of tiller steering on the ladder truck and participate in daily training activities which may include operating firefighting equipment. In addition, Fire Captains supervise and participate in all functions of a fire company including training Firefighters and Fire Engineers. Therefore, in order to comply with the current DMV regulations, Firefighters and Fire Captains must obtain and maintain a California driver's license and Firefighter endorsement. Upon learning of the DMV regulation changes, the Fire Department took action to ensure that all incumbents at all ranks were in compliance as of January 1, 2011.

As part of the routine review process, Human Resources staff ensures that the classification specifications appropriately reflect current job functions and requirements. The physical requirements and working conditions section has been updated to reflect the current occupational medical standard for vision requiring all Fire safety classifications "to have 20/30 vision with or without correction." Additionally, the Firefighter and Fire Captain classification specifications have been revised throughout to clarify the full scope of duties and responsibilities, reflect marginal job duties, and eliminate outdated language.

On April 6, 2011, the Civil Service Commission approved revisions to the Firefighter and Fire Captain classification specifications (Attachment 5).

FISCAL ANALYSIS:

There is no fiscal impact associated with the approval of the revised classification specifications for Firefighter and Fire Captain.

ATTACHMENTS:

1. Classification Specification for Firefighter
2. Classification Specification for Fire Captain
3. Vehicle Code §12804.11 Firefighter Endorsement
4. Organizational Chart for Fire Department Fiscal Year 2010/2011
5. Civil Service Commission April 6, 2011 Meeting Minute Excerpt for Items A-2 and A-3.

MOTION:

That the City Council:

Approve the revised Classification Specifications for Firefighter and Fire Captain.