



FRESNO COUNTY FIRE

PROTECTION DISTRICT

Honor, Integrity, Cooperation & Professionalism

MEMORANDUM

Date: 10/17/2018

To: Board Directors

Attn: Mike Del Puppo
President

From: Fire District Staff

Subject: Policy 1500, Personnel and Policy 1505, Schedule C Employee Wage Ranges and Compensation, Revisions

BOARD OF DIRECTOR'S BRIEFING PAPER

ISSUE:

Staff is asking to reclassify the part-time Shop Helper position to a regular full-time Equipment Services Assistant position. District Policies 1500 and 1505 require an update to capture these changes.

BACKGROUND:

Current District Policies 1500 and 1505 included a regular part-time Shop Helper position. Staff is asking to reclassify this position as a full-time Equipment Services Assistant position. The approved FY 18/19 Final Budget includes funding for the Equipment Services Assistant position.

DISCUSSION:

Staff has revised Policies 1500 and 1505 to change the regular part-time, Shop Helper position to a regular full-time, Equipment Services Assistant. Staff analyzed wage information from Fresno County, Tulare County and Madera County when the wages were determined for the District's Equipment Services Assistant. The proposed wage range allows for five (5) 5% wage steps.

ALTERNATIVES:

1. Make no changes.
2. Propose developing a different wage range than proposed.

IMPACTS (Consider potential consequences related to each of the following areas of concern for proposed alternatives):

- Fiscal –The current District budget already has identified funding (6200-13 Mechanic Apprentice/Helper) to cover the expenses of the revised wage ranges for a regular full-time position.
- Operational – The Equipment Services Assistant would help the shop handle the increased demand for services from other agencies.
- Legal –N/A
- Labor – Revised Personnel and Wage Ranges and Compensation Policies
- Sociopolitical – N/A
- Policy – Revised Policies 1500 and 1505
- Health and safety – N/A
- Environmental – N/A
- Interagency – N/A

RECOMMENDATION:

Staff is recommending that the District Board of Director's approves the revised Policies 1500 and 1505 as presented. It is also recommended that any Board Member makes a motion to approve revised Policies 1500 and 1505.

APPROVED:



Josh I. Chrisman, Assistant Chief

10/10/18

Date