

CITY OF YUBA CITY
STAFF REPORT

Date: February 19, 2019
To: Honorable Mayor & Members of the City Council
From: Fire Department
Presentation By: Peter H. Daley III, Fire Chief

Summary

Subject: Salary Schedule Modifications for Fire Recruit Positions to meet the requirements of the 2017 SAFER Grant.

Recommendation: Adopt a Resolution authorizing the Director of Finance to amend the Salary Schedule by creating a new Job Classification Number for Fire Recruit - Limited Term (SAFER Grant) positions.

Fiscal Impact: There is no fiscal impact with the adoption of the resolution. This is a financial tracking mechanism only to separate out SAFER Grant Limited Term Fire Recruits from Full Time permanent Fire Recruits.

Purpose:

To create a new Job Classification Number (JCN) in order to manage the requirements of the 2017 SAFER Grant award by maintaining an entry-level salary for Fire Recruits funded by the 2017 SAFER Grant for the performance period of the grant (three years).

Background:

On September 18th, 2018 the City Council accepted the 2017 SAFER Grant for the hiring of nine new Fire Recruit – Limited Term positions for three years. The City Council also authorized the Finance Director to modify the Fire Department’s budget to make supplemental appropriations to appropriate revenue and expenditure accounts. The grant award was for \$2,483,244 of which the Federal Government will provide \$1,531,334, while the City match over a 3 year period will be \$951,910 (18/19 FY - \$206,937, 19-20 FY - \$206,937, 20/21 FY - \$538,036).

While implementing the 2017 SAFER program guidance documents and guidelines, staff has identified the need to create a new Job Classification Number (JCN) for SAFER Grant funded Fire Recruit - Limited Term positions, in order to distinguish between Fire Recruit Permanent/Full-Time (General Fund) positions. Many of these requirements were driven by major changes from the 2015 SAFER Grant we just completed to the new 2017 SAFER Grant we recently accepted and are now following.

Analysis:

As part of the Position Cost Limits outlined in the terms of the SAFER Grant, the salary for the Limited Term SAFER Grant Fire Recruit position must remain the same entry-level salary (\$16.60 per hour) for the entire performance period of the grant (3-years).

Currently, Fire Recruit – Limited Term (SAFER Grant) employees are classified under the same JCN as Fire Recruit – Permanent/Full-Time employees (Fire Association, JCN 3210). In order to manage the requirements of the SAFER Grant, and distinguish a difference between SAFER Grant and Permanent/Full-time Fire Recruit employees, staff has identified a need to create a new JCN for Fire Recruit – Limited Term (SAFER Grant) employee's under the Part-Time, Extra Help, Limited Term and At-Will Contract Employees section in the salary schedule.

With the permanent/Full-time Fire Recruit, employees promote to the next higher level position of Firefighter 1 and Firefighter II as minimum testing requirements and acceptable performance evaluation standards are met. The limited term Fire Recruit position does not allow employees to promote to the Fire fighter I or Firefighter II during the length of the grant unless there is a permanent vacancy. If there was a permanent Firefighter vacancy, the limited Term Fire Recruit would need to proceed through the recruitment process for the permanent Firefighter position.

The current Salary Schedule for Fire Recruit Permanent/Full-time under Fire Association Bargaining Group is as follows:

JCN	Title	1	2	3	4	5
3110	Fire Recruit	0	0	0	0	\$4,028
		0	0	0	0	\$16.60

The recommendation for the Fire Recruit – Limited Term (SAFER Grant) employees under the Part-Time, Extra Help, Limited Term and At-Will Contract Employees section of the salary schedule is as follows:

JCN	Title	1
3410	Fire Recruit	\$4,028
		\$16.60

See attachment 2

Fiscal Impact:

There is no fiscal impact with the adoption of the resolution. This is a financial tracking mechanism only to separate out SAFER Grant Limited Term Fire Recruits from Full Time permanent Fire Recruits.

Alternatives:

1. Do not approve the recommended modifications to the Salary Schedule.

Recommendation:

Adopt a Resolution authorizing the Director of Finance to amend the Salary Schedule to reflect the creation of a new Job Classification Number for the Fire Recruit - Limited Term (SAFER) position.

Attachments:

1. Resolution
2. Salary Schedule

Prepared By:

/s/ Peter H. Daley III

Peter H. Daley III
Fire Chief

Submitted By:

/s/ Diana Langley

Diana Langley
Interim City Manager

Reviewed By:

Human Resources

Finance

City Attorney

NS

RB

SLC by email

ATTACHMENT 1

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
AUTHORIZING THE DIRECTOR OF FINANCE TO AMEND THE SALARY SCHEDULE TO
REFLECT THE CREATION OF A NEW JOB CLASSIFICATION NUMBER FOR A LIMITED
TERM FIRE RECRUIT (SAFER) POSITION**

BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF YUBA CITY AS FOLLOWS:

SECTION I.

Approve the creation of a new Job Classification Number (JCN) to meet and maintain the requirements of the Position Cost Limits for the 2017 SAFER Grant (3 years).

Fire Recruit – Limited Term (SAFER Grant):

	1
JCN	\$4,028
3410	\$16.60

SECTION II.

The Director of Finance is hereby authorized to make the necessary salary schedule adjustments to implement the provisions of this resolution.

The above modifications will be retroactive to December 8, 2018.

The forgoing Resolution of the City Council of the City of Yuba City was duly introduced, passed and adopted at a regular meeting thereof held on the 19th day of February 2019.

AYES:

NOES:

ABSENT:

Shon Harris, Mayor

ATTEST:

Patricia Buckland, City Clerk

ATTACHMENT 2

Part-Time, Extra Help, Limited Term and At-Will Contract Employees

JCN	CLASSIFICATION	Bargaining Group	SALARY STEPS				
			1	2	3	4	5
0110*	Intern Worker		12.00		TO		16.00
4000	Public Works Maintenance Worker (Temp)		12.00	12.50	13.00	13.50	14.00
4125	Water/Wastewater Operator-in-Training		12.00	12.50	13.00	13.50	14.00
4105	Plan Checker-Permit Tech		4,252	4,465	4,688	4,922	5,169
			24.53	25.76	27.05	28.40	29.82
2030*	Reserve Police Officer (Level I) - see notes 1 & 2		17.31				
	Reserve Police Officer (Level Ia) - see notes 1,2&3		26.64				
2020*	Reserve Police Officer (Level II) - see notes 1 & 2		13.85				
2010*	Relief Public Safety Dispatcher		12.00				
300	Police Officer Trainee		12.00				
0200*	Recreation Worker		12.00		TO		50.00
	(Sub Classifications)						
	* Recreation Leader I		12.00	12.35	12.97		
	* Recreation Leader II		12.97	13.62	14.30		
	* Recreation Leader III		14.30	15.02	15.77		
	* Recreation Specialist I		12.00		TO		25.00
	* Recreation Specialist II		25.00		TO		50.00
	* Lifeguard/Instructor I		12.97	13.62	14.30	15.02	15.77
	* Lifeguard/Instructor II		15.77	16.56	17.39	18.26	19.17
4116	Veterinary Assistant		2,346	2,463	2,586	2,715	2,851
			13.53	14.21	14.92	15.66	16.45
3410**	Fire Recruit		16.60	Effective 12/8/18			
3310	Fire Recruit - 40 hour work week		23.24	Effective 12/8/18			

1/ Reserves must serve a minimum of 16 hours per month reserve service.

2/ City purchases safety equipment and uniforms (except for regular employees who receive a uniform allowance). Shirts, ties, hats, and badge only are purchased.

3/ The Reserve Police Officer would only receive the higher pay after he/she has completed the Field Training Program, has already worked his/her mandatory sixteen hours per month, and is covering a shift or partial shift for a regular full-time Officer.

* Indicates classifications which are not eligible for overtime compensation and are exempt from the Fair Labor Standards Act (FLSA).

** Indicates classifications whose hourly rates are computed on the basis of an average 56 hour duty week.

EMPLOYEE BARGAINING GROUPS

CON - Confidential

PEU, Local 1 - General Employees

DH - Department Head

MM - Middle Manager

FM - Fire Management

FLM - 1st Level Manager

PD - Police Department

FIRE - Fire Department

PS - Police Sergeant