



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: June 21, 2018

Staff Contact: Sean Slamon, Fire Chief

Agenda Title: For Possible Action: To approve a minor reorganization of the Fire Department's Administration.

Staff Summary: The reorganization of the Fire Department's Administration includes the addition of one Emergency Medical Services Manager position and the elimination of the existing Deputy Emergency Manager position. The Emergency Management section will be administered through a responsibility change with an existing Battalion Chief's position. The reorganization will be at no additional costs and can be managed within the existing Fire Department budget.

Agenda Action: Formal Action/Motion

Time Requested: 10 minutes

Proposed Motion

I move to approve the minor reorganization of the Fire Department's Administration, which includes the addition of one Emergency Medical Services Manager position and the elimination of the existing Deputy Emergency Manager position.

Board's Strategic Goal

Safety

Previous Action

N/A

Background/Issues & Analysis

Emergency Medical Responses make up over 80% of the Fire Department's total call volume. With the consistent increase in medical calls and the constantly changing health care and emergency medical services delivery platform, the Department recognizes the need for an Emergency Medical Services Manager to ensure we continue to operate in compliance with the numerous laws and requirements as well as seeking future opportunities and partnerships that are available for Emergency Medical Services providers. In an effort to keep the change cost neutral, the Fire Chief recommends eliminating the Deputy Emergency Manager position. The current Battalion Chief who oversees the EMS and Training Divisions will be reassigned to Emergency Management responsibilities. This Battalion Chief position will remain on a 40 hour work week. If approved, the total Fire Department FTE's will remain unchanged and there will be no additional impact to the budget.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: The Deputy Emergency Manager position is currently budgeted for fiscal year 2019 and would be replaced by the Emergency Medical Services Manager. Total salary and benefits for the current Deputy Emergency Manager is \$130,380. Total estimated salary and benefits for the Emergency Medical Services Manager is \$130,380.

The current EMS Battalion Chief salary and benefits budgeted for fiscal year 2019 is \$217,099. The total estimated salary and benefits for the new Battalion Chief/Emergency Management position is \$187,864. There will be an initial cost savings of \$29,235 in the reorganization of the EMS Battalion Chief's position due to step difference. The current EMS Battalion Chief, who is retiring, is topped out at Step 4 and all prospective replacements to the Battalion Chief/Emergency Management position will start as a Step 2.

The Current Emergency Management Performance Grant (EMPG), which covers approximately \$62,986 of the Deputy Emergency Manager's salary, would be applied towards the Battalion Chief/Emergency Management position.

Alternatives

If this request is denied, there will be no changes in the Fire Department's organizational structure.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)