Amendment to the City Classification and Salary Plan to Reclassify 1.0 FTE Building Plans Examiner to Fire Protection Engineer, and add 1.0 FTE Fire Inspector

City Council Meeting

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BACKGROUND

- In September 2017, the Fire Department requested reclassification of 1.0 FTE Building Plans Examiner to Fire Protection Engineer

- The request was in anticipation of increased complexities resulting from the emergent cannabis industry and projected high rise building downtown

- Human Resources conducted a study of the scope of work and both classification specifications

BACKGROUND

- Findings of the study conclude:

  - The need for high level inspection tasks, more technical understanding of proposed projects and more comprehensive plan review has increased with the formal approval of the cannabis ordinance and exponentially following the devastating fires in October 2017.

  - Combined with ongoing staffing shortages, the fires have created a back log of customer service and higher level fire protection needs.

BACKGROUND

- To further address the work load impacts as a result of the retirement of one Fire Inspector last fall, and to aid in completing demand inspections, the department has requested the addition of one position now that is approved for FY 18/19:

  - 1.0 FTE Fire Inspector

FISCAL IMPACT

- The cost increases resulting from the reclassification exists in the current year budget.

- The remainder of the current fiscal year costs exist within the current budget for 1.0 FTE Fire Inspector. The additional annual costs of $152,000 will be covered through the Cannabis Program.

RECOMMENDATION

- The Human Resources Department recommends that the Council, by Resolution, approve amending the classification and salary plan and authorize the City Manager to implement these changes as follows:
  - Reclassification of 1.0 FTE Building Plans Examiner to Fire Protection Engineer
  - Addition of 1.0 FTE Fire Inspector for immediate recruitment

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QUESTIONS?