

# Up-Staffing Process & Considerations



**Board Meeting**

**January 13, 2021**

**Presented By:**

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# *Up-Staffing Process & Considerations*

- Promotions
- Hiring of Firefighters
- Staffing Location Considerations
- Consideration of Squad Alternative
  - Timing
  - Funding
- Consolidation Feasibility Timeline & Consideration
- January Board Meeting - Staff 's Recommendation



# Promotions

- 4<sup>th</sup> Engine Company requires:
  - 3 Additional Captains
  - 3 Additional Engineers
- Time frame: 4 months (*if* enough successful applicants for all positions; otherwise, would need to add time for additional hiring process)
  - Application & Process (2 months): January / February
  - Testing & Interviews (2 months): March / April
  - Promotion Process Complete May 1, 2021 (if all Internal Promotions)



# Hiring

- Need to hire 6-9 Firefighters
- Time frame to get firefighters on line: 8 months\*
  - Application & Interview Process (2 months): January / February
  - Background & Medicals (2 months): March / April
  - Training / Academy (4 months): May- August\*\*
    - \*\*Outside training: timing dependent on "host" agencies
  - \*Best case September 1, 2021
- Does not include potential need to supplement internal promotions



# ***Staffing Location Considerations***

- Station 55
  - Current admin and prevention office space
  - New location for admin and prevention would need to be identified
  - Needs approximately \$200- 500,000 to get operationally ready
  - Operationally, resources are needed in Oakley and Brentwood (74% of calls-2019)
- Station 52 / 53
  - Behind 52: Could install “single wide” modular type home
  - Inside Station 52/ 53: Privacy considerations
- Station 54
  - Could install “single wide” modular type home next to 54



# ***Consideration of Alternatives: Squad or 4<sup>th</sup> Engine Company***

- Squad concept
  - Staff with existing personnel on voluntary over-time basis
  - Use existing equipment, including SUV
  - Costed assuming 2 staff assigned per shift
  - Assumes no need to modify MOU
- Timelines
  - Squad
    - Up-staffing would occur as staffing allows
    - Start date could be February 1, 2021
  - Compares favorably to 4<sup>th</sup> Engine Company (8-16 months)



# ***Consideration of Alternatives: Squad or 4<sup>th</sup> Engine Company***

- Costs
  - Squad: \$1,967,427 annual cost
    - Assumes no start-up costs
  - 4<sup>th</sup> Engine Company (Start-up and First Year):
    - \$2,836,047 – Hire 9 firefighters to operate out of an existing station (52 or 53)
      - Includes recruiting, test, training and outfitting
    - \$3,858,334 – Hire 9 firefighters to operate out of new station Station 55
      - Includes costs to ready Station 55 for company use
      - Does not include costs for office space for Admin and Prevention
- Possible Revenue Sources
  - ECCFPD One-time Funds
  - Regional cooperation out of Ad Hoc discussions
  - County Measure X Funds
  - Other?



# Consolidation Feasibility Timeline & Consideration

- Conclusion of Phase 2 Feasibility Study: ~July 1, 2021
- Implementation (including up-staffing): ~March 2022





# Staff Recommendations

- Fund Squad Concept:           Begin staffing February 1, 2021
- Fund via ECCFPD one-time funds / reserves
- Complete the application process for both Promotions (3 Captains / Engineers)
- Reassess Hiring (9 Firefighters) at February 2021 Finance Committee Meeting