

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: January 10, 2018

To: Board of Directors

From: Dave Stasiowski, Battalion Chief 
Roger Meagor, Acting Fire Chief

Subject: Firefighter EMT and Firefighter Paramedic Recruitment Process

RECOMMENDATION:

Acknowledge and file status report on Firefighter EMT and Firefighter Paramedic Recruitment Process

BACKGROUND:

To assist in the hiring process, the Department utilizes *Firefighter Candidate Testing Center Statewide Eligibility List (FCTC-SEL)* which is run by the California Firefighter Joint Apprenticeship Committee (Cal-JAC). Cal-JAC is co-sponsored by the Office of the California State Fire Marshal, representing management, and the California Professional Firefighters, representing labor.

FCTC-SEL conducts the initial screening of candidates to ensure that they meet the minimum job qualifications. Additionally, they conduct a fully validated written examination and a job-specific physical ability test. Candidates that meet the necessary qualification and pass the required testing are placed on a Statewide Eligibility List.

DISCUSSION:

In October, at the request of Ross Valley Fire, FCTC-SEL notified 2,873 candidates inviting them to submit applications for Firefighter EMT and Firefighter Paramedic. The Department received 91 applications. The applications were reviewed for completeness and minimum qualifications. From there, an initial screening process was conducted. Thirty four (34) candidates were invited to participate in the interview process. Following the interviews, 22 candidates were selected to move forward and were placed on the eligibility list. The Executive Officer certified the list on December 8, 2018.

With the recent retirement of Captain Mark Lui, in mid- December, the Department currently has four firefighter vacancies. During the week of December 18, Chief Meagor and Battalion Chief Stasiowski interviewed the top candidates on the eligibility list. Following the interviews, conditional job offers were extended to three candidates. The candidates are currently going through pre-employment review. It is anticipated that the pre-employment process should be completed by mid-February, at which time the three new hires will begin their initial training.

AGENDA ITEM # 4e

Date 1/10/18