

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of May 10, 2023

To: Board of Directors

From: Dan Mahoney, Interim Deputy Chief

Subject: Adopt Recruitment Enhancement Program Authorizing the Fire Chief & Executive Officer to Implement as Needed for Hiring

RECOMMENDATION:

That the Board authorize the Fire Chief and Executive Officer the ability to provide recruitment enhancements using competitive market analysis.

BACKGROUND:

Over the past several years, the fire service in California has seen a decline in applicants, especially lateral employees, and paramedics. Fire agencies throughout the State are utilizing recruitment enhancements to attract high quality employees in a competitive job market. Common recruitment enhancements include one-time stipends, sick and vacation leave balances, and placement in salary step(s), commensurate with qualifications and experience.

Recruitment enhancements are especially effective when hiring lateral employees (employees currently employed in another agency) generally these employees have accrued leave balances they would be losing and may be at a higher step within their salary range. Additionally, lateral employees often have lower startup costs related to training that often fully offset any recruitment enhancement being offered. For example, a new hire Firefighter Paramedic may take 12 months to reach a level where they could be assigned to one of two positions on our engine companies. A lateral can reach this same level of independence within several months. The savings of a lateral employee in the first year can be as much as \$100,000 in overtime savings to backfill as training is occurring.

DISCUSSION:

Staff have developed recruitment enhancements consistent with industry standards. The attached recruitment enhancements are intended to be utilized by the Fire Chief and Executive Officer to offer recruitment enhancements that attract the most qualified candidates, ultimately reducing start-up and training costs. Enhancement options can be utilized for any position recruitment within the department. The intention is to allow the Executive Officer the ability to approve recruitment enhancements as recommended by the Fire Chief. These enhancements can be combined or be offered independently based on the circumstances and market availability of qualified candidates.

FISCAL IMPACT:

Fiscal impacts associated with these recruitments are dependent on each circumstance, but generally are fully offset by a corresponding reduction in start-up and training costs. Additionally, positions are budgeted at the top step and any placement within the step series is already approved in your annual budget.

Encl.: Recruitment Enhancement Options Sheet – **Attachment #1**