

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the Meeting of June 11, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Conduct a Public Hearing in Compliance with Assembly Bill 2561 / Government Code §3502.3 and Accept the Annual Report on Staff Vacancies, Recruitment and Retention Efforts as Required Under AB 2561

RECOMMENDATION:

Staff recommends that the Board conduct a public hearing in compliance with Assembly Bill 2561 / Government Code §3502.3 and accept the Annual AB 2561 Report on Staff Vacancies, Recruitment and Retention Efforts

DISCUSSION:

Assembly Bill (AB) 2561 was signed into law on September 22, 2024, and added §3502.3 to the California Government Code (Attachment #1). This legislation requires public agencies to present the status of job vacancies and recruitment/retention efforts at a public hearing at least once per fiscal year, and prior to adoption of the agency's final budget. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the agency must, upon request of the recognized employee organization, include additional information during the public hearing.

This report is provided in compliance with Government Code §3502.3. As of May 30, 2025, the Ross Valley Fire Department has the following vacancy rates:

Employee Group	Budgeted FTE	Vacancies	Vacancy Rate
International Association of Firefighters Local 1775	30	3 (FF/P)	10%
Ross Valley Fire Chief Officers Association	4	1 (BC-40)	25%
Unrepresented	5	1 (WPC)	20%

The International Association of Firefighters Local 1775 has three vacant Firefighter-Paramedic positions. The most recent recruitment, which closed in December 2024, resulted in the hiring of

one qualified Firefighter-Paramedic. The Department will reopen this recruitment in July 2025 with the goal of filling all three vacancies.

The Ross Valley Fire Chief Officers Association has one vacancy for the newly created 40-hour-per-week Battalion Chief position, which your Board approved effective July 1, 2024. Because the vacancy rate is at or above 20%, per AB 2561, Chief Mahoney advised the Ross Valley Fire Chief Officers Association that this report would be included on the June 11, 2025 Board Agenda and gave the Association an opportunity to make a presentation at this meeting, which was declined.

In April 2025, one of the three shift Battalion Chiefs retired after more than two decades of service. An internal promotional recruitment was completed, and the position was filled on May 1, 2025. The Department expects to fill the one open 40-hour-per-week Battalion Chief position in early 2026.

There is an active recruitment for the Wildfire Preparedness Coordinator, which closed on May 30, 2025. Interviews are expected to be held in mid-June with an expected start date in August.

Over the past year, the department has spent considerable time on recruitment efforts and has hired or promoted the following employees between July 1, 2024 and June 1, 2025:

- 5 Firefighter-Paramedics (hired)
- 1 Fire Prevention Inspector (hired)
- 1 Administrative Assistant (hired)
- 1 Battalion Chief (promoted)
- 2 Fire Captains (promoted)
- 2 Engineers (promoted)

CONCLUSION:

The Department continues to persevere in its continual recruitment efforts with a focus on operational response. Like other agencies in Marin County, Ross Valley Fire Department faces challenges related to high housing costs, long commute distances for non-resident employees and competition with neighboring jurisdictions for salary and benefits.

FISCAL IMPACT:

Not applicable.

ATTACHMENT:

Attachment #1 - Assembly Bill 2561 Text