



ORANGE COUNTY FIRE AUTHORITY AGENDA

HUMAN RESOURCES COMMITTEE REGULAR MEETING

Tuesday, August 1, 2023
12:00 Noon

Orange County Fire Authority
Regional Fire Operations and Training Center
Classroom 1
1 Fire Authority Road
Irvine, California 92602

Committee Members

Joe Kalmick, Chair • Ross Chun, Vice Chair
Noel Hatch • Nitesh Patel • Dave Shawver • Gene Hernandez • Joshua Sweeney

NOTICE REGARDING PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

In Person Comments at Meeting: Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to item being considered. Speaker Forms are available at the entryway of meeting location.

E-Comments: Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the Committee members upon receipt and will be part of the meeting record as long as they are received during or before the Committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the Committee will not be considered.

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the board members after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER by Chair Kalmick

PLEDGE OF ALLEGIANCE by Vice Chair Chun

ROLL CALL by Clerk of the Authority

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.

1. PRESENTATIONS

None.

2. CONSENT CALENDAR

All matters on the consent calendar are considered routine and are to be approved with one motion unless a director or a member of the public requests separate action on a specific item.

A. Minutes for the Human Resources Committee Meetings

Submitted by: Maria D. Huizar, Clerk of the Authority

Recommended Action:

Approve the Minutes for the May 2, 2023, Regular Meeting as submitted.

B. 2022/2023 Annual Anonymous Hotline Report

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Christy Dycus, Employee Relations Manager/Human Resources Department

Recommended Action:

Receive and file the report.

3. DISCUSSION CALENDAR

A. Employee Electric Vehicle Charging

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Pleasure of the Human Resources Committee.

REPORTS

A. Recruitment and Promotions Annual Report

COMMITTEE MEMBER COMMENTS

RECESS TO CLOSED SESSION

The Brown Act permits legislative bodies to discuss certain matters without members of the public present. The Committee finds, based on advice from the General Counsel, that discussion in open session of the following matters will prejudice the position of the Agency:

CS1. CONFERENCE WITH LEGAL COUNSEL – EXPOSURE TO LITIGATION

Pursuant to Government Code section 54956.9(d)(2) and (d)(3) – Six (6) cases

CLOSED SESSION REPORT - The General Counsel will report on any action(s) taken.

ADJOURNMENT – The next regular meeting of the Human Resources Committee is scheduled for Tuesday, November 7, 2023, at 12:00 noon.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

Maria D. Huizar, CMC
Clerk of the Authority

FUTURE HRC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Annual Workers Compensation Update

UPCOMING MEETINGS:

Operations Committee
Budget and Finance Committee
Executive Committee
Board of Directors

Tuesday, August 8, 2023, 12 noon
Wednesday, September 13, 2023, 12 noon
Thursday, September 28, 2023, 5:30 p.m.
Thursday, September 28, 2023, 6:00 p.m.

MINUTES ORANGE COUNTY FIRE AUTHORITY

Human Resources Committee

Regular Meeting
Tuesday, May 2, 2023
12:00 p.m.

Regional Fire Operations and Training Center
Classroom 1
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A Regular Meeting of the Orange County Fire Authority Human Resources Committee was called to order on May 2, 2023, at 12:01 p.m. by Chair Kalmick.

PLEDGE OF ALLIGENCE

Director Patel led the assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Present: Joe Kalmick, Seal Beach, Chair
Ross Chun, Aliso Viejo, Vice Chair
Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Nitesh Patel, La Palma
Dave Shawver, Stanton*

Absent: Joshua Sweeney, Laguna Hills

Also Present: Deputy Chief Lori Zeller	Deputy Chief TJ McGovern
Assistant Chief Robert Cortez	Assistant Chief Lori Smith
Assistant Chief Rob Capobianco	Assistant Chief Jim Ruane
Communications Director Matt Olson	Assistant Chief Stephanie Holloman
Clerk of the Authority Maria D. Huizar	Assistant General Counsel Barbara Raileanu

PUBLIC COMMENTS

None.

Director Shawver arrived at 12:03 p.m.

1. PRESENTATIONS

None.

Director Chun arrived at 12:08 p.m.

2. CONSENT CALENDAR

On motion of Director Hernandez and second by Director Patel approved Agenda Item Nos. 2A-2B by consensus (Director Sweeney absent).

A. Minutes for the Human Resources Committee Meetings (FILE 12.02D2)

Action:

1. Approve the Minutes for the January 26, 2023, Concurrent Joint Special Meeting as submitted.
2. Approve the Minutes for the February 7, 2023, Regular Meeting as submitted.

B. Bargaining Unit Assignment Classification Specifications (FILE 17.18)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of May 25, 2023, with the Human Resources Committee's recommendation that the Executive Committee approve the bargaining unit assignment for the classification of Structure Specialist to the Orange County Employees' Association (OCEA); the classification of Medical Team Manager to the Orange County Fire Authority Management Association (OCFAMA); and designate the classification of Canine Search Specialist and IST Affiliate Member as unrepresented.

3. DISCUSSION CALENDAR

A. Behavioral Health and Wellness Annual Update (FILE 18.10M)

Risk Manager Rhonda Haynes presented the Behavioral Health and Wellness Annual Update.

On motion by Director Hatch and second by Director Patel reviewed and filed the report by consensus (Director Sweeney absent).

B. Professional Standards Update / Employment Relations Division Update (FILE 17.27)

Human Resources Manager Christy Dycus presented the Professional Standards Update/Employment Relations Division Update.

On motion of Director Hatch and second by Director Shawver reviewed and filed the report by consensus (Director Sweeney absent).

COMMITTEE MEMBER COMMENTS (FILE 12.02D4)

Director Hatch commended the Human Resources Division and staff for their updated presentations, and Corporate Communications Director Matt Olson and his team for their work with the Best and Bravest event.

RECESSED TO CLOSED SESSION

CS1. CONFERENCE WITH LEGAL COUNSEL – EXPOSURE TO LITIGATION

Pursuant to Government Code section 54956.9(d)(2) and (d)(3) – Six (6) cases

RECONVENED TO OPEN SESSION

CLOSED SESSION REPORT (FILE 11.15)

Assistant General Counsel Barbara Raileanu stated there was no reportable action.

ADJOURNMENT – Chair Kalmick adjourned the meeting at 12:48 p.m. The next regular meeting of the Human Resources Committee is scheduled for Tuesday, August 1, 2023, at 12:00 noon.

Maria D. Huizar, CMC
Clerk of the Authority



Orange County Fire Authority
AGENDA STAFF REPORT

Human Resources Committee Meeting
August 1, 2023

Agenda Item No. 2B
Consent Calendar

2022/2023 Annual Anonymous Hotline Report

Contact(s) for Further Information

Stephanie Holloman, Assistant Chief stephanieholloman@ocfa.org 714.573.6353
Human Resources Department

Christy Dycus, Employee Relations christydycus@ocfa.org 714.573.6835
Manager/Human Resources Department

Summary

This annual agenda item is submitted to provide a summary of activity that occurred with the OCFA's anonymous hotline from the period of July 1, 2021 to June 30, 2023.

Prior Board/Committee Action

Not Applicable.

RECOMMENDED ACTION(S)

Receive and file the report.

Impact to Cities/County

Not applicable.

Fiscal Impact

Not applicable.

Background

The OCFA implemented an internal anonymous hotline (the "Hotline") in December 2011 for employees to utilize for reporting concerns that they believe should be investigated. The Hotline is hosted by an external vendor, Ethics Point, and employees may submit reports to the Hotline by either phone or internet. Further, employees may remain anonymous when submitting their reports, if desired.

The implementation plan that was created with the Hotline requires OCFA staff to provide a report, summarizing the number of complaints filed and status or disposition of cases. In addition, the implementation plan calls for staff to report to the full Board of Directors regarding individual Hotline cases, as necessary, based on the nature of findings that may result from the investigation.

The Hotline is primarily administered by the Fire Chief, with secondary support provided by the Assistant Chief/Human Resources Director, and legal guidance provided by General Counsel.

The Hotline resulted in the following for fiscal years of 2021/2022 and 2022/2023:

Complaint Status	Period of July 1, 2021 to June 30, 2022
New Complaints Received	1
Complaints Investigated	0
Complaints Non-Sustained or Unfounded	1
Complaints Sustained	0
Ending Caseload (remaining from this reporting period)	0

Conclusion of Cases Closed	June 30, 2022
Cases Closed	100%
Actionable	0%
Not Actionable	100%

The Hotline resulted in the following for fiscal year of 2022/2023:

Complaint Status	Period of July 1, 2022 to June 30, 2023
New Complaints Received	6
Complaints Investigated	2
Complaints Non-Sustained or Unfounded	4
Complaints Sustained	1
Ending Caseload (remaining from this reporting period)	1

Conclusion of Cases Closed	June 30, 2023
Cases Closed	83%
Actionable	17%
Not Actionable	83%

Attachment(s)

None.



Orange County Fire Authority
AGENDA STAFF REPORT

Human Resources Committee Meeting
August 1, 2023

Agenda Item No. 3A
Discussion Calendar

Employee Electric Vehicle Charging

Contact(s) for Further Information

Stephanie Holloman, Assistant Chief
Human Resources Department

stephanieholloman@ocfa.org

714.573.6353

Jim Ruane, Assistant Chief
Logistics Department

jimruane@ocfa.org

714.573.6801

Summary

This agenda item is submitted to update the Human Resources Committee on Authority policy on employee electric vehicle charging.

Prior Board/Committee Action(s)

At the August 2, 2022, regular meeting of the Human Resources Committee, the Committee considered employee electric vehicle charging at OCFA facilities. Following Committee discussion, the Committee took no action toward a policy that would allow OCFA employees to charge their personal electric vehicles at OCFA facilities.

RECOMMENDED ACTION(S)

Pleasure of the Human Resources Committee.

Impact to Cities/County

Not applicable.

Fiscal Impact

Not applicable.

Background

The item for discussion before the Human Resources Committee is the OCFA's policy on the use of electricity by OCFA employees for the charging of an electric vehicle in an OCFA maintained parking facility. Currently, the OCFA does not have electric vehicle charging stations at its facilities.

The California Constitution generally prohibits the making of a gift of any public money, or thing of value. In 2014, the Governor signed into law AB 2414 which amended Gov. Code 14678. This bill specified that the use of electricity by state government and other government entities, state officers and employees, or other persons for the charging of an electric vehicle in a department maintained or joint use motor vehicle parking facility is not a gift of public funds that is prohibited by the California Constitution.

At its August 2, 2022 meeting, the Human Resources Committee directed staff to consider grant opportunities that would facilitate the installation of electric vehicle charging stations at OCFA facilities for the use of employees. However, the Committee took no action to allow employees to charge their vehicles at OCFA facilities, this includes plugging in electric vehicles into standard electrical sockets (considered Level 1 charging).

Discussion

The cost to charge an electric vehicle using a Level 1 charging method depends on variables like the time of day and the electric rates. While electricity costs vary, a sample of OCFA stations indicates that the average electric rate for OCFA facilities is about \$0.25 per kWh for combined Energy Charges and Demand Charges (Demand charges are based on the highest level of electricity demanded at one time during the billing period and time of day).

Using \$.025 per kWh, with a full charge (300 miles) typically requiring 85 kWh, the estimated cost would be around \$21 to fully charge an electric vehicle using a Level 1 charging method, or \$10.50 for a half-charge. To estimate the financial impact of allowing electric vehicle charging, one can assume that a safety employee, on a 48-hour schedule, works a minimum of five (5) 48-hour shifts per month. If this employee completed a half-charge of their vehicle during each shift, the estimated annual cost would be six hundred thirty dollars (\$630) per employee, exclusive of any overtime shifts. On average, safety employees work four (4) overtime shifts per month. Therefore, inclusive of overtime shifts, the estimated annual cost of electric vehicle charging would be one thousand one hundred thirty-four dollars (\$1,134) per employee.

Alternatively, a professional employee works an average of eight (8) days per pay period or 208 days per year. The estimated annual cost of this employee performing a half-charge for each workday is two thousand one hundred eighty-four dollars (\$2,184) per employee.

Staff continues to monitor for grant opportunities that support construction of electric vehicle charging stations. However, the process of seeking grant funds and the subsequent installation of charging stations across numerous OCFA facilities will take time; therefore, an interim option that the Human Resources Committee could consider is to direct staff to alter existing policy to allow employees to use OCFA electricity for Level 1 charging, as a Board-authorized employee benefit.

Attachment(s)

Assembly Bill No. 2414

Assembly Bill No. 2414

CHAPTER 215

An act to amend Section 14678 of the Government Code, relating to state government.

[Approved by Governor August 19, 2014. Filed with
Secretary of State August 19, 2014.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2414, Ting. Parking facilities: electric vehicle charging.

The California Constitution generally prohibits the making of a gift of any public money, or thing of value.

Existing law authorizes the Department of General Services to acquire real property to operate and maintain motor vehicle parking facilities, as specified. Existing law authorizes the department to enter into arrangements with other public and state agencies for joint use of these parking facilities, as specified.

This bill would specify that the use of electricity by state government and other government entities, state officers and employees, or other persons for the charging of an electric vehicle in a department maintained or joint use motor vehicle parking facility is not a gift of public funds that is prohibited by the California Constitution.

The people of the State of California do enact as follows:

SECTION 1. Section 14678 of the Government Code is amended to read:

14678. The Department of General Services is authorized to acquire, pursuant to the Property Acquisition Law (Part 11, commencing with Section 15850, Division 3, Title 2, Government Code) or by lease or other means, real property and to construct, operate, and maintain motor vehicle parking facilities thereon for state officers and employees, or other persons, provided that no such acquisition shall be commenced pursuant to the Property Acquisition Law unless and until an appropriation of funds therefor has been made by the Legislature. The department may enter into arrangements with other public and state agencies for joint use of motor vehicle parking facilities, provided the benefit to be derived by the state is commensurate with its participation. The department may prescribe the terms and conditions of this parking, including the payment of parking fees in any amounts and under any circumstances as may be determined by the department. Varying rates of parking fees may be established for different localities or for different parking facilities. The department may charge different rates of parking

fees based on the number of riders in each vehicle. In determining rates of parking fees the department shall consider the rates charged in the same locality by other public agencies and by private employers for employee parking. The use of electricity by state government and other government entities, state officers and employees, or other persons for the charging of an electric vehicle in a department maintained or joint use motor vehicle parking facility is not a gift of public funds by the department that is prohibited by Section 6 of Article XVI of the California Constitution.

Revenues received by the department from (a) any of the hereinabove motor vehicle parking facilities as may be designated by the director, and (b) motor vehicle parking facilities under the jurisdiction of any other state agency which has entered into an agreement with the department for the payment of revenues therefrom to the department, shall be deposited in the General Fund and are hereby appropriated, without regard to fiscal years, to the Department of General Services for the construction, operation, and maintenance of motor vehicle parking facilities on real property acquired hereunder or on real property under the jurisdiction of any other state agency which has agreed to the payment of revenues as aforesaid from its motor vehicle parking facilities to the department, for reimbursement to state agencies for all or part of the costs incurred by these agencies in selling public transit passes at a discount to defray state agency employees' commuting costs, and for other approved transportation subsidy programs. The department shall certify to the Department of Finance the amount of funds available for reimbursement of transportation subsidies. The Department of Finance shall determine the amount that may be withdrawn by state agencies for payment of these subsidies. Requests from state agencies for reimbursement shall include appropriate verification of the state agency's costs. Any unneeded balance in this appropriation shall be transferred by the Controller on order of the Director of General Services to the unappropriated balance of the General Fund.

The Legislature by this section does not intend to authorize the institution of a private parking program unrelated to state purposes in competition with private industry.

Recruitment and Promotions Division Update

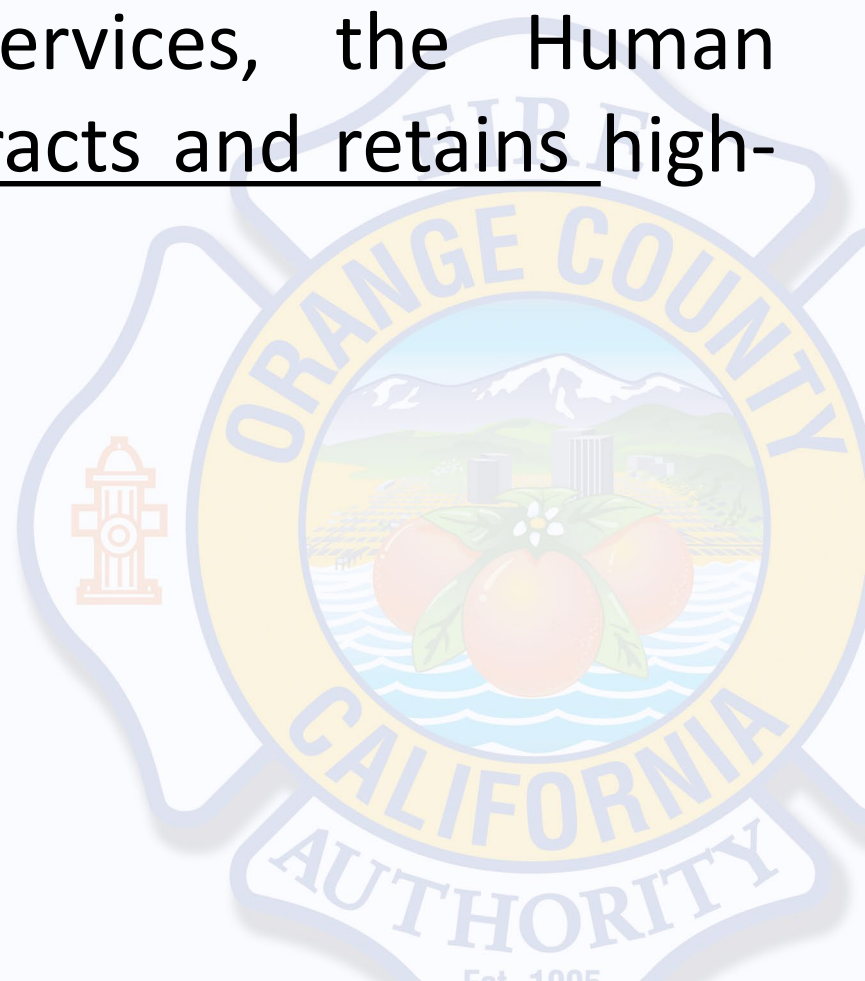
Duke Steppe, Human Resources Manager
Recruitment Division

August 1, 2023



Mission

To ensure our communities receive successful and efficient public safety services, the Human Resources Department attracts and retains high-performing individuals.



Recruitment Division Team

Stephanie Holloman
Assistant Chief / HR Director

Duke Steppe
Human Resources
Manager



Julia Lee
Human Resources
Analyst II



Brad Stephens
Sr. Human Resources
Analyst

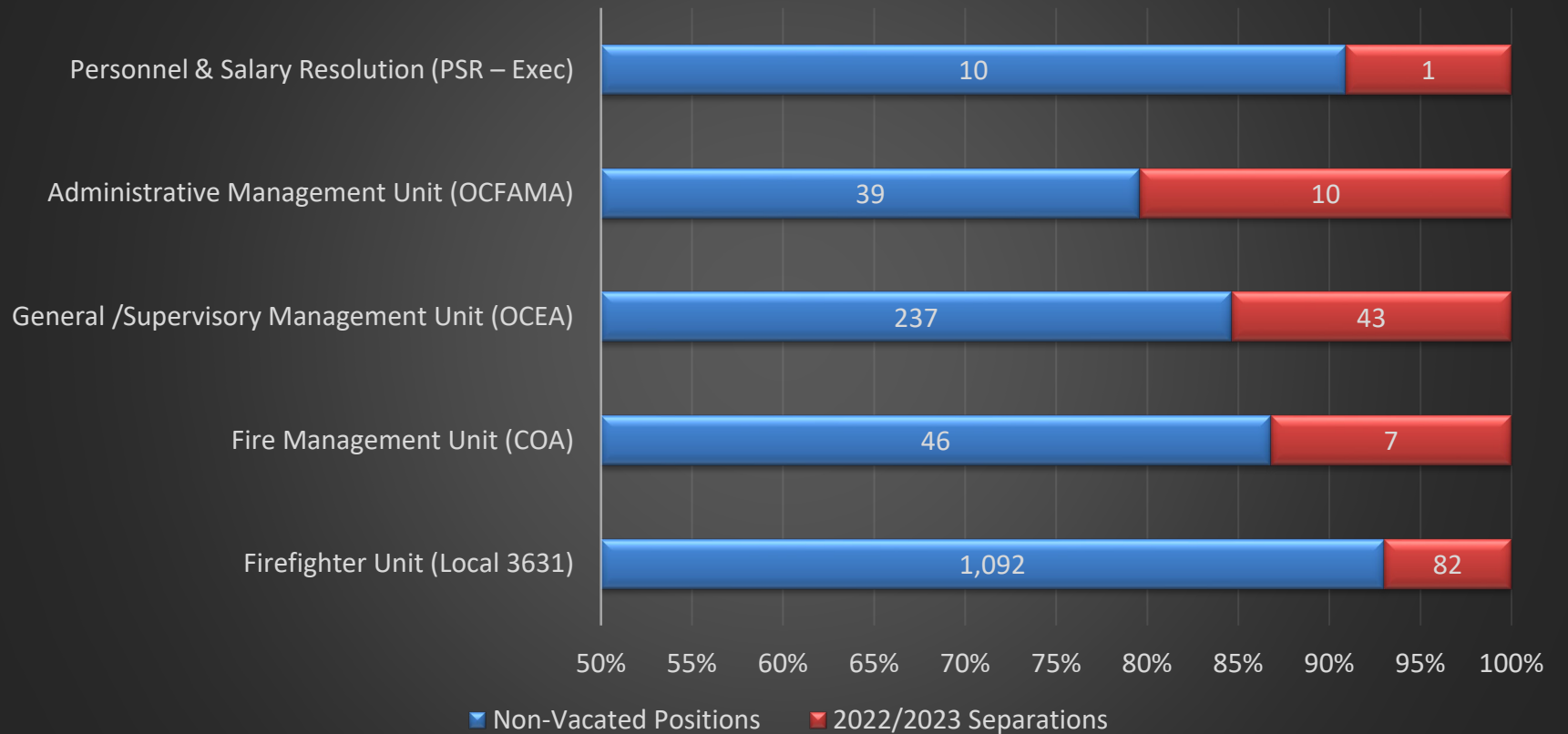


Ivonne Spagon
Human Resources
Analyst II



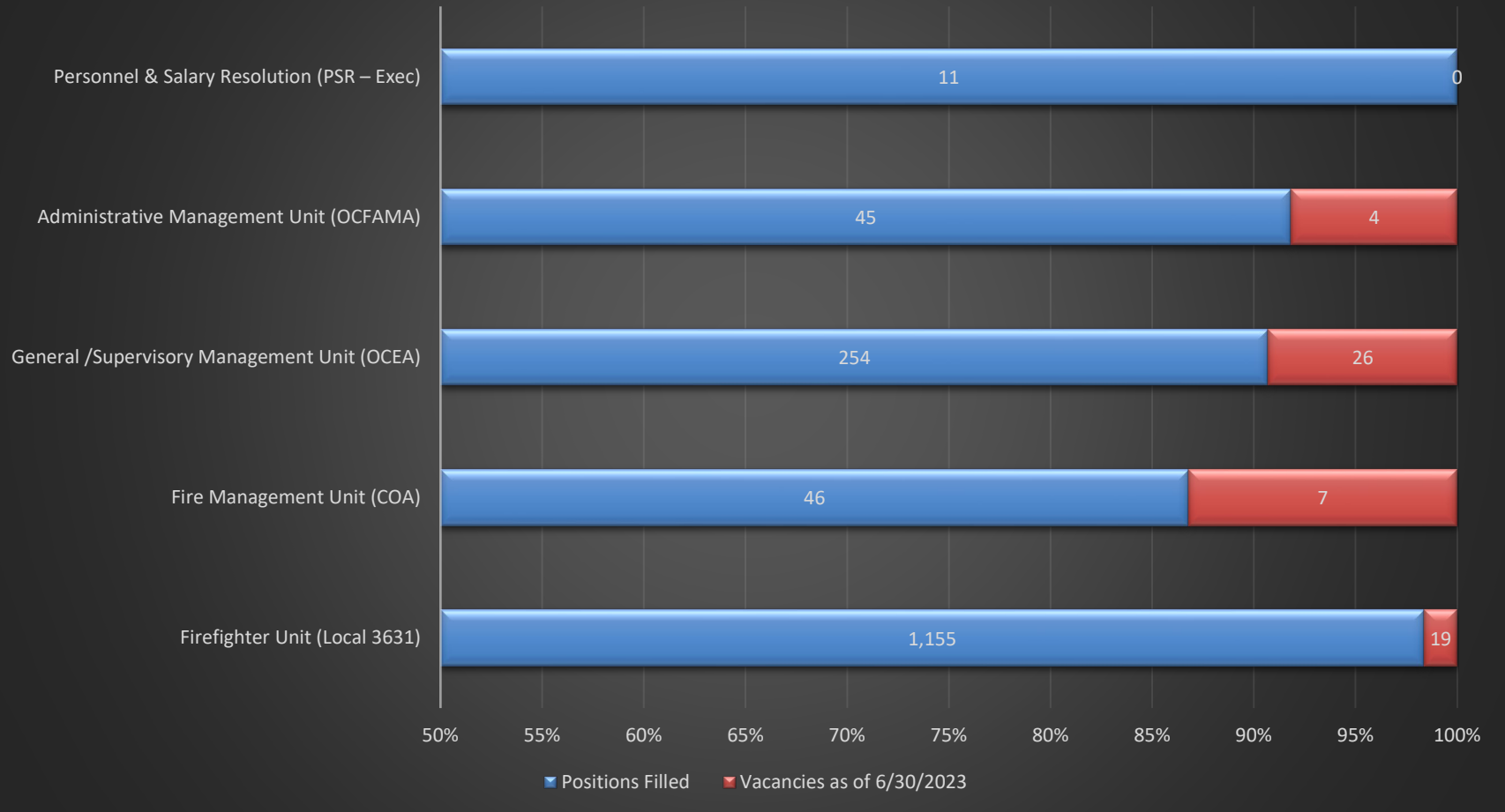
OCFA Turnover by Bargaining Unit

Vacancies Created in 2022/2023



Vacancies as of June 30, 2023

Vacancies by Bargaining Unit - 6/30/2023



2022/2023 Recruitments

- Accounting Support Specialist
- Administrative Assistant
- Administrative Captain - Division 3, 5, and 7
- Administrative Fire Communications Supervisor
- Aircraft Rescue Firefighter
- Angular and .NET Core Developer
- Assistant Fire Training Officer
- Behavioral Health and Wellness Coordinator
- Business Analyst
- Buyer
- CA-TF5 US&R Canine Search Specialist
- CA-TF5 US&R Plans Section - Technical Information Specialist
- CA-TF5 US&R Safety officer
- Career Fire Academy Cadre
- Career Fire Academy Instructor (Entry Level)
- Chief Fire Pilot
- ECC Manager
- EMS Coordinator
- EMS Nurse Educator I/II
- EMS Section Administrative Captain - Quality Manager
- Environmental Health and Safety Analyst
- Environmental, Health and Safety Specialist
- Equipment Parts Specialist
- Fire Academy Assistant Coordinator
- Fire Academy Coordinator
- Fire Academy Instructor
- Fire Apparatus Engineer
- Fire Apparatus Engineer Academy 36 Coordinator
- Fire Apparatus Engineer Academy 36 Instructor Staff
- Fire Captain
- Fire Communications Dispatcher
- Fire Communications Supervisor
- Fire Community Relations/Education Specialist
- Fire Community Relations/Education Supervisor
- Fire Division Chief
- Fire Drill Grounds Intern
- Fire Helicopter Technician
- Fire Prevention Specialist – Plan Review
- Fire Safety Engineer
- Firefighter Paramedic
- Firefighter Trainee
- Fleet Services Supervisor (Promotional)
- Fleet Services Supervisor
- Hand Crew Assistant Superintendent
- Hand Crew Firefighter



2022/2023 Recruitments

- Hand Crew Squad Boss
- Heavy Fire Equipment Operator Apprentice
- Human Resources Analyst I/II
- Information Technology Technician
- Live Fire Cadre
- Organizational Development & Training Program Manager
- Outreach Team Member
- Paramedic Training Candidate
- Part-Time Fire Prevention Services Specialist
- Part-Time Hazardous Materials Technician
- Part-Time Technical Rescue Truck Technician
- Payroll/Accounts Payable Manager
- Project Specialist, Improvement
- Public Information Officer
- Relief Helicopter Crew Chief
- Reserve Firefighter
- Risk Management Specialist
- Senior Accounting Support Specialist - Accounts Payable
- Senior Equipment Parts Specialist
- Senior Fire Communications Supervisor
- Senior Fire Prevention Specialist
- Senior Human Resources Analyst
- Senior Human Resources Specialist
- Senior Service Center Technician
- Service Center Technician I
- Service Center Technician II
- Squad Boss
- Squad Boss Trainee
- Supply Services Specialist
- Training Program Analyst
- Wildland Resource Technician
- Workers' Compensation Program Manager



2022/2023 Applicant Statistics

Total number of recruitments: 101

- 92 closed recruitments
- 9 current open recruitments from previous fiscal year

Total number of applications received: 7,416

- White: 40.79%
- Hispanic: 34.80%
- Asian or Pacific Islander: 8.58%
- Unknown: 4.35%
- Other: 4.61%
- Black: 3.89%
- Filipino: 1.78%
- American Indian: 1.20%

- Male: 77.40%
- Female: 19.75%
- Unknown: 2.85%

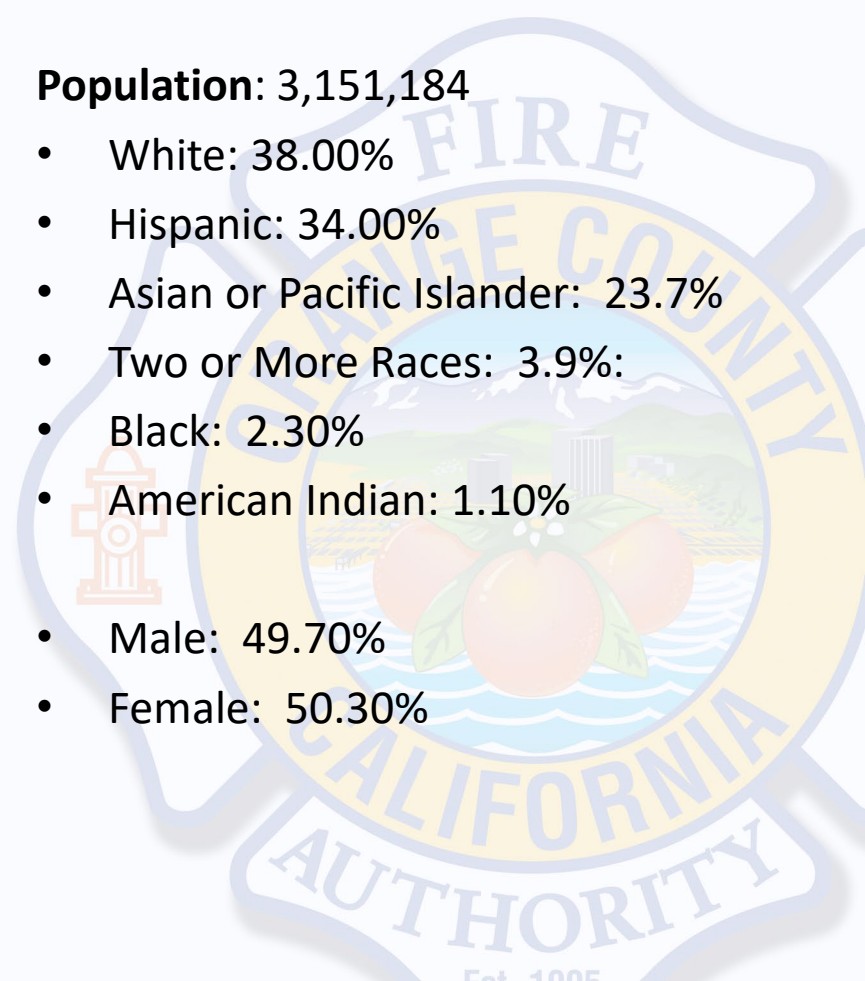
Orange County Demographics

(2022 United States Census Bureau)

Population: 3,151,184

- White: 38.00%
- Hispanic: 34.00%
- Asian or Pacific Islander: 23.7%
- Two or More Races: 3.9%
- Black: 2.30%
- American Indian: 1.10%

- Male: 49.70%
- Female: 50.30%



2022/2023 Appointments and Promotions

TOTAL NEW HIRES: 230

Reserve Firefighter: 42

Hand Crew Firefighter: 49

Hand Crew Superintendent: 2

Firefighter PM/Firefighter Trainee: 73

- 50 FFT Academy 58 candidates hired/promoted effective 07/31/2023

Fire Pilot: 2

Non-Safety General/Supervisory: 60

Management: 2

TOTAL PROMOTIONS: 142

Firefighter: 21

Fire Apparatus Engineer: 36

Fire Captain: 37

Chief Fire Pilot: 1

Fire Battalion Chief: 9

Fire Division Chief: 5

Assistant Fire Chief: 3

Deputy Fire Chief: 1

General Unit/Supervisory: 24

Management: 5

Safety Reassignment: 68

Fiscal Year Backfill/Overtime Savings

Categories of Backfill/OT	FY 2019/20		FY 2020/21		FY 2021/22	
	(in millions)	% of Total	(in millions)	% of Total	(in millions)	% of Total
Constant Staffing (ND) - Vacant Shifts (sick, vacation, WC)	\$23.1	34.6%	\$24.5	34.9%	\$30.0	43.0%
Constant Staffing (ND) - Vacant Positions (new positions promotions, retirements)	\$29.3	43.8%	\$25.5	36.3%	\$24.0	34.3%
Emergency Response* (ND)	\$7.0	10.5%	\$12.3	17.5%	\$6.2	8.9%
Training (Discretionary & Non-Discretionary)	\$3.9	5.8%	\$3.8	5.5%	\$5.4	7.8%
Projects (Discretionary)	\$3.6	5.3%	\$4.1	5.8%	\$4.2	6.0%
FY Total	\$66.9		\$70.2		\$69.8	

2023/2024 Future Promotional Safety Recruitments

Fire Apparatus Engineer

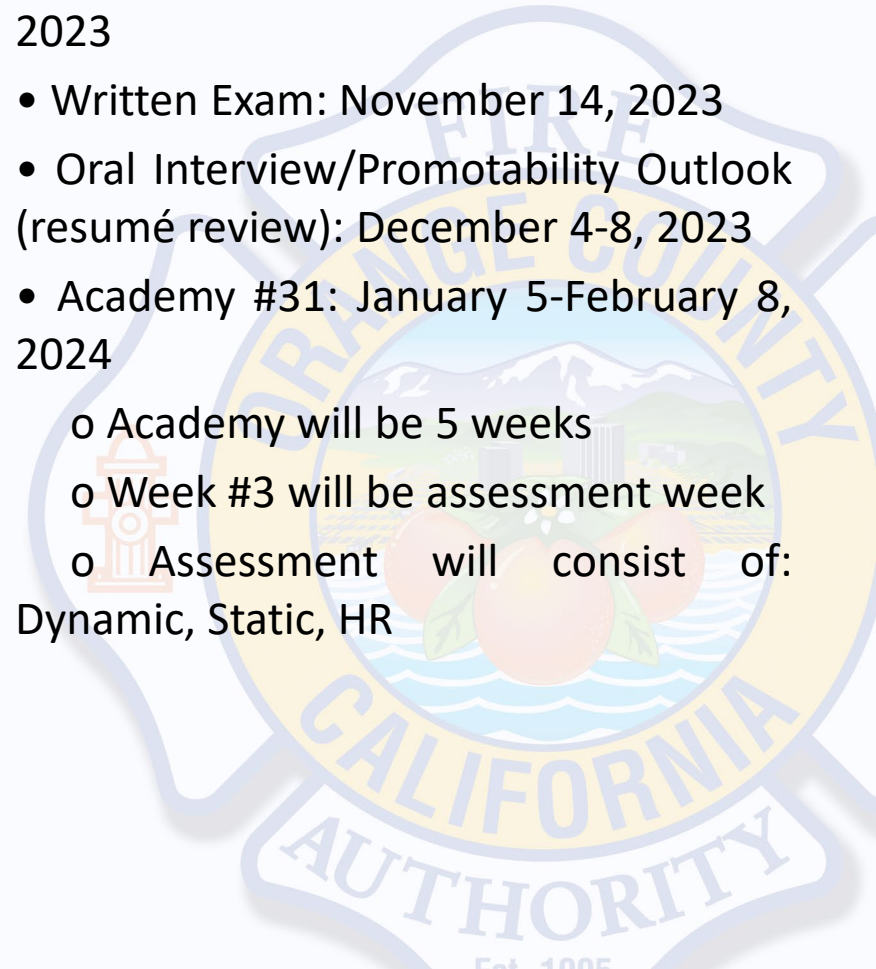
- Recruitment Period: October 10-27, 2023
- Written Exam: November 16, 2023
- Oral Interview: December 11-15, 2023
- Academy 38: January 8-February 29, 2024
- Academy 39: April 8-May 30, 2024

Fire Captain

- Recruitment Period: November 14-28, 2023
- Written Exam: December 13, 2023
- Oral Interview: January 8-12, 2024
- Academy 36: February 9-March 21, 2024
- Academy 37: May 3-June 13, 2024

Battalion Chief

- Recruitment Period: October 10-26, 2023
- Written Exam: November 14, 2023
- Oral Interview/Promotability Outlook (resumé review): December 4-8, 2023
- Academy #31: January 5-February 8, 2024
 - o Academy will be 5 weeks
 - o Week #3 will be assessment week
 - o Assessment will consist of:
Dynamic, Static, HR



Firefighter Trainee Recruitment Timeline

Why does it take 14-months to hire Firefighters?

Month 1 and 2 - Recruitment, Application and Review Period

Month 2 and 3 - Biddle Physical Agility Test, Coordinated by the OCFA

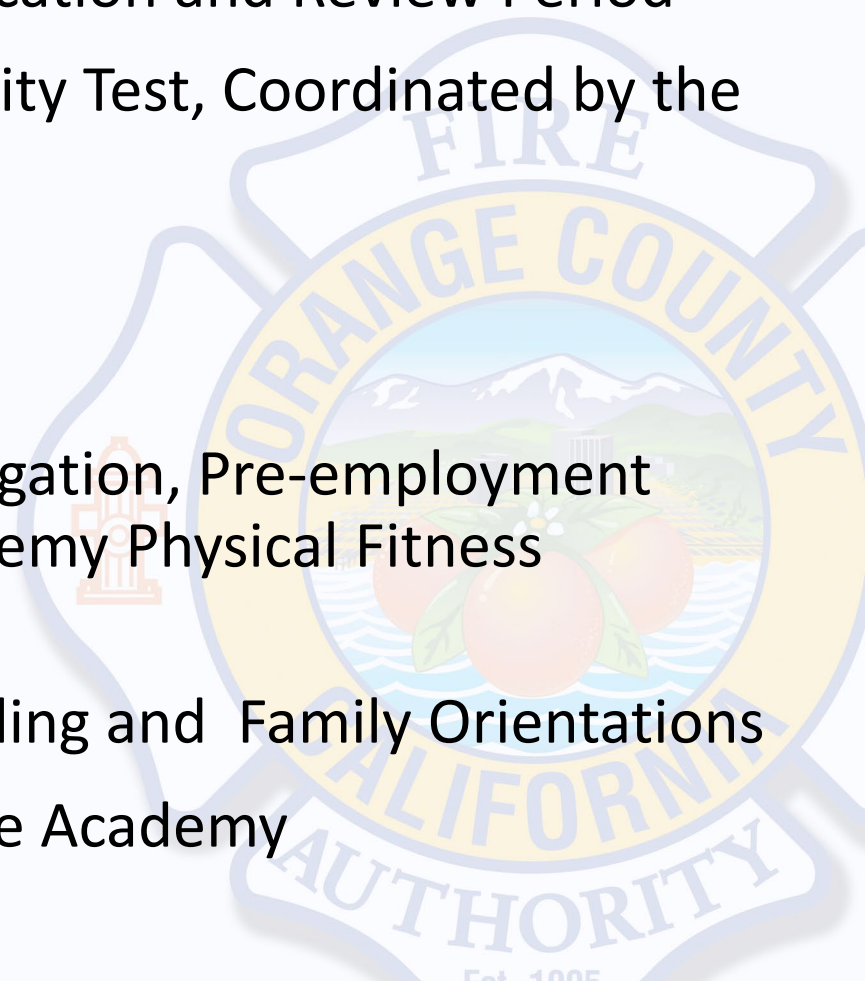
Month 4 - Oral Interviews

Month 5 - Fire Chief's Interview

Month 6 and 7 - Background Investigation, Pre-employment Medical Examination, and Pre-Academy Physical Fitness Assessment

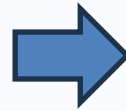
Month 8 and 9 - Academy On-Boarding and Family Orientations

Month 10 to 14 - OCFA 19-Week Fire Academy



Standard Non-Safety Recruitment Timelines

Administrative Assistant Timeline



60 Days

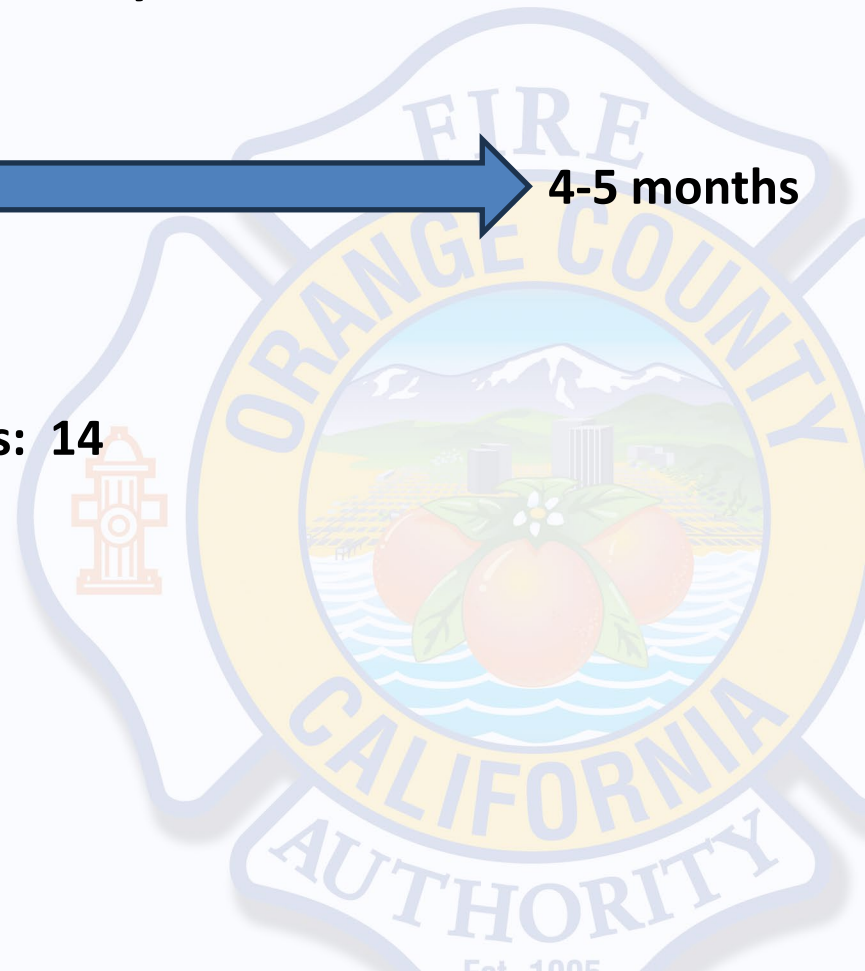
Fire Communications Dispatcher
Timeline



4-5 months

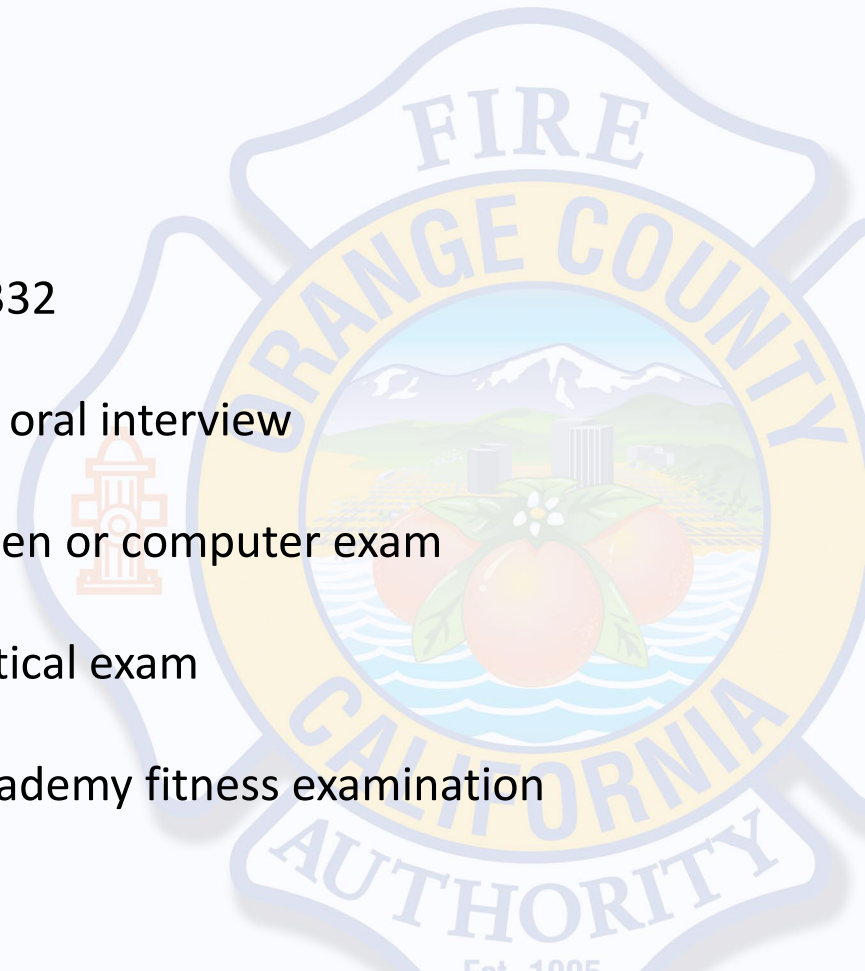
Current # of Open Non-Safety Recruitments: 14

Current # of Open Safety Recruitments: 7



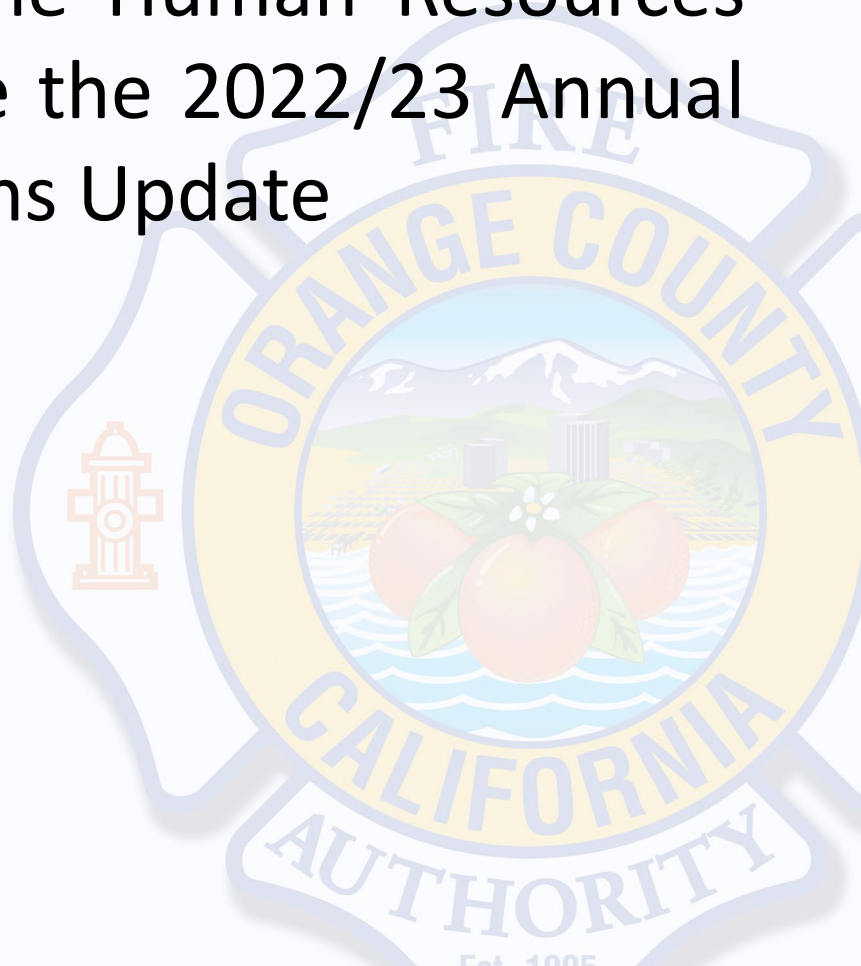
Miscellaneous Recruitment Statistics

- Outreach events: 24 (organized OCFA personnel to attend an additional 27 events on our behalf)
- Promotional candidate feedback: 27
- Reference checks: 135
- Backgrounds: 206
- Number of live-scans: 374
- Number of pre-employment physicals: 332
- Oral interviews:
 - 2,295 candidates participated in an oral interview
- Written exams:
 - 2,207 candidates completed a written or computer exam
- Practical exams:
 - 1,268 candidates completed a practical exam
- Pre-academy fitness exams:
 - 134 candidates completed a pre-academy fitness examination



Recommended Action

It is recommended that the Human Resources Committee receive and file the 2022/23 Annual Recruitment and Promotions Update



Questions/Comments?

