



CITY OF MANHATTAN BEACH CITY HALL

1400 Highland Avenue, Manhattan Beach, CA 90266

WEBSITE: www.manhattanbeach.gov • **PHONE:** (310) 802-5000

TO: Honorable Mayor and Members of the City Council

FROM: Lisa Jenkins, Human Resources Director

MEETING: City Council Regular Meeting, October 18, 2022

SUBJECT: Agenda Item No. 14 - Fire Department Staffing

DATE: October 18, 2022

SUPPLEMENTAL ATTACHMENT

- PowerPoint Presentation

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

FIRE DEPARTMENT STAFFING

OCTOBER 18, 2022



BACKGROUND/DEFINITIONS

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

- Sworn staff = trained in fire suppression and have the authority to engage in fire suppression duties and respond to emergency situations. Sworn fire employees receive public safety benefits.
- Civilian (Professional) staff = not trained in fire suppression but provide professional support functions for the Department. Professional employees receive miscellaneous (non-public safety) employee benefits.
- Suppression/EMS = sworn employees assigned to work on a 24 hour shift for emergency response to fire, life and safety issues as well as medical emergencies.
- Community Risk Reduction (Fire Prevention) = sworn or civilian employees assigned to work a 40-hour per week schedule to prevent fire, life and safety issues through community outreach, plan review, safety inspection, and other preventative measures.



BACKGROUND

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

By way of Council's proposal to the MBFA implemented on September 20th:

- Community Risk Reduction Bureau (formerly Fire Prevention) will be staffed with all civilian instead of sworn staff.
 - Civilian (professional) Fire Marshal and Fire Inspector will be hired.
 - Currently assigned employees (Fire Captain/Marshal and Firefighter/Inspector) will return to a suppression/EMS shift.



FIRE DEPARTMENT SHIFTS

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

- Suppression employees are assigned to one of three platoons, A, B, or C shift and are staffed on a 24 hour basis. For example:

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22

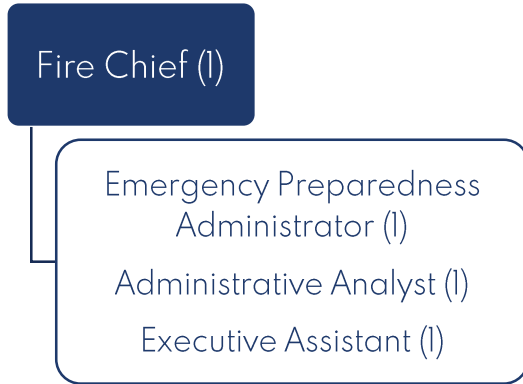
- Because two employees are returning to three shifts, it is recommended to also hire one additional employee for a total of one per shift, and staff all three positions at the Fire Captain level.



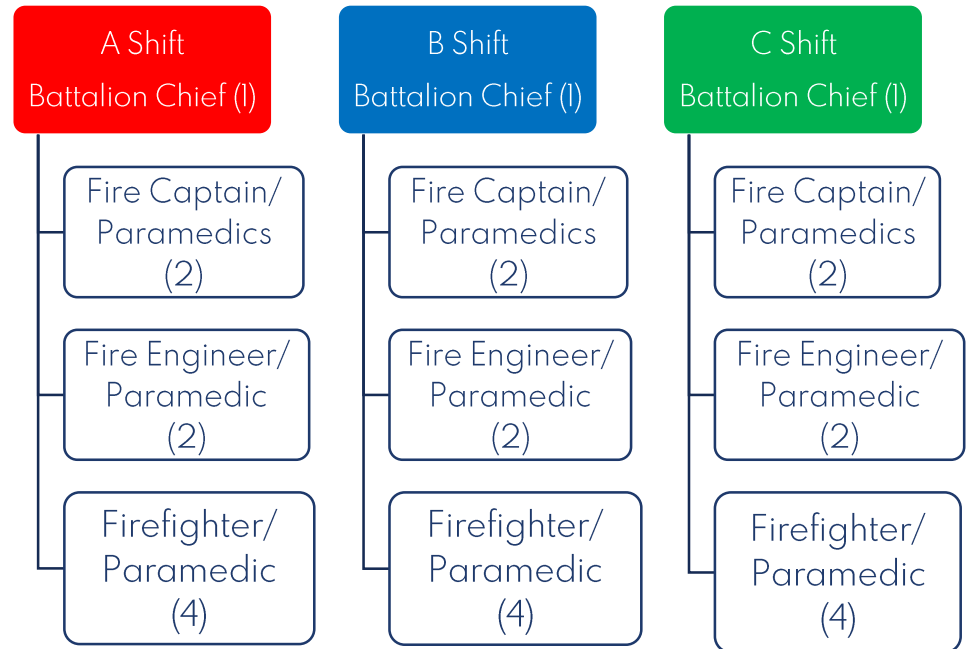
CURRENT STAFFING

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

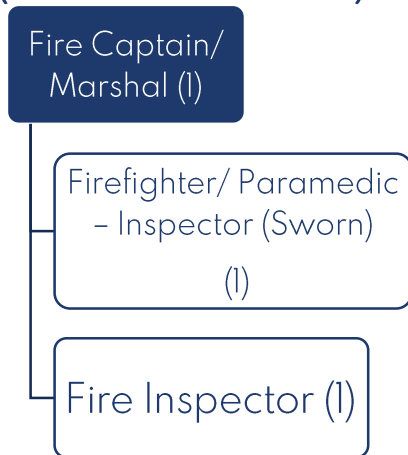
Fire Administration (4)



Fire Suppression/EMS (27)



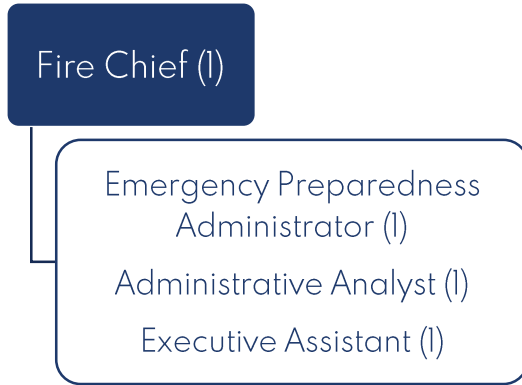
Community Risk Reduction (Fire Prevention) – (3)



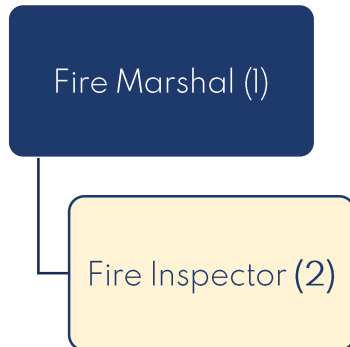
REVISED STAFFING*

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

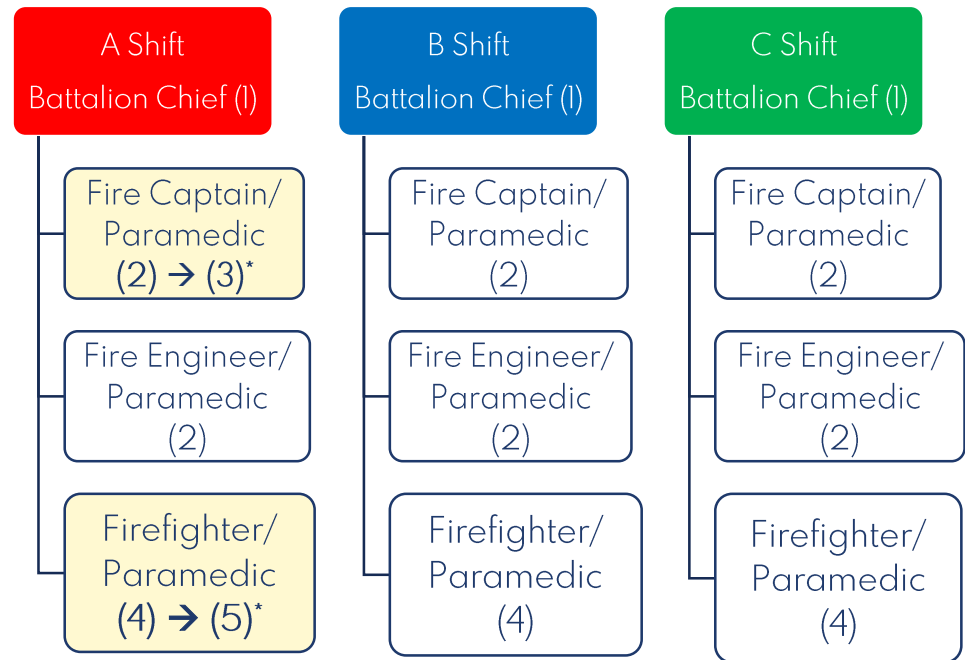
Fire Administration (4)



Community Risk Reduction (3)



Fire Suppression/EMS (29)



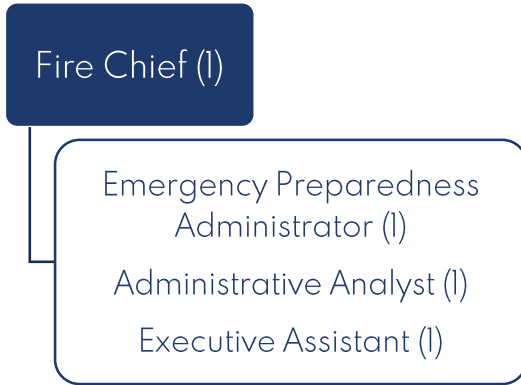
*Changes directly related to the sworn employees moving from Community Risk Reduction to Suppression/EMS per the City Council's proposal to MBFA



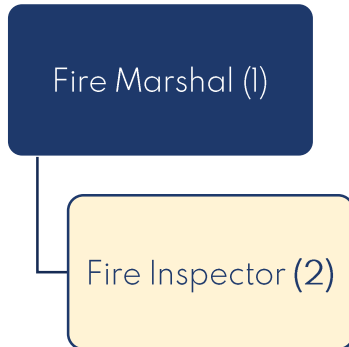
RECOMMENDED STAFFING*

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

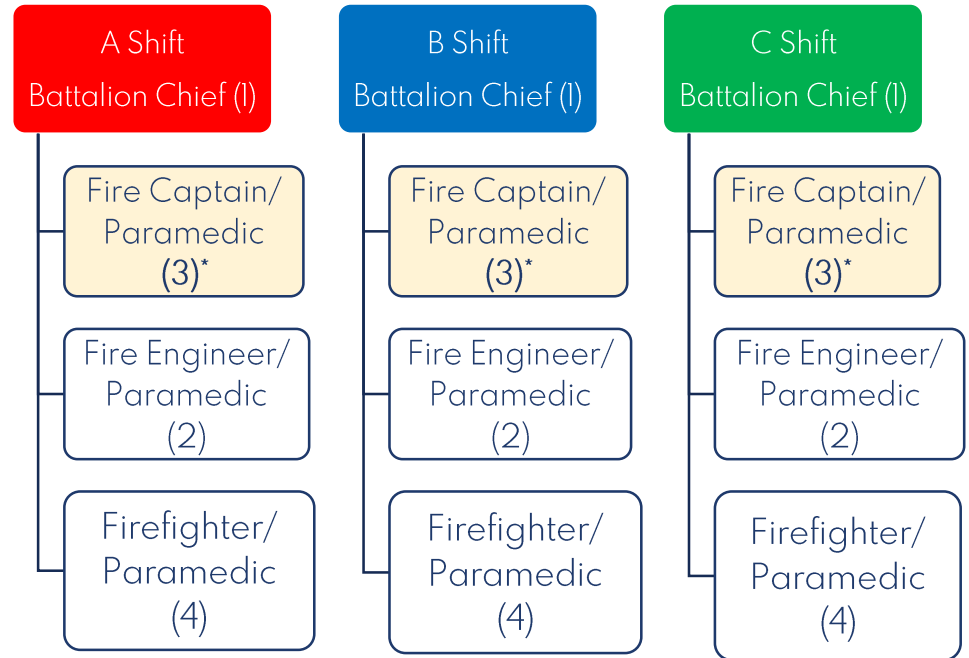
Fire Administration (4)



Community Risk Reduction (3)



Fire Suppression/EMS (30)



*Recommendation to fill at the Fire Captain/Paramedic level is to maximize staffing flexibility and allow Chief's discretion to under-fill at any level.



BUDGET IMPACT OF STAFFING

Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

Change	Cost (Salary/Benefits*)
a) Remove Assignment Pay for sworn Fire Marshal and Inspector when they return to suppression assignments	(\$ 58,932)
b) Add Civilian Fire Inspector	\$ 138,780
c) Add Civilian Fire Marshal	\$222,828
d) Add Fire Captain/Paramedic	\$280,568
e) Reallocate Firefighter/Paramedic to Fire Captain/Paramedic	\$ 74,387
Total Salary/Benefits* Cost:	\$657,631

*The additional staffing proposed is also anticipated to result in a reduction in overtime costs. However, it is difficult to estimate actual overtime savings due to a variety of factors that may impact the amount of overtime actually worked.

