



Department Source: Fire

To: City Council

From: City Manager & Staff

Council Meeting Date: December 2, 2024

Re: FY25 Classification and Pay Plan Amendments

## Executive Summary

The ordinance adopts amendments to the FY25 Classification and Pay Plan. The Fire Department is requesting to create a new classification and consolidate three classifications into one.

## Discussion

To support the professional development of personnel, the Fire Department has identified a need to create the Fire Trainer II position. The new classification will be responsible for creating and delivering curriculum tailored to developing members for advanced positions in the department. With the creation of the new Fire Trainer II classification, a title change for the existing Fire Trainer classification to Fire Trainer I is requested. This action will allow a delineation between the two classifications.

Fire Department staff have identified a duplication of job specifications and responsibilities between several classifications, battalion chief, division chief, and chief training officer. Consolidating the three classifications will align the positions with current business practices, prepare for future growth of the department, and support recent reorganization of department operations.

New Classification:

3118 Fire Trainer II, Grade 110, Exempt

Title Change:

3117 Fire Trainer to Fire Trainer I

Reassignments:

3107 Fire Battalion Chief, Grade F6, Exempt to

3107 Fire Battalion Chief, Grade F7, Exempt

- Fire (4)

3115 Chief Training Officer, Grade F6, Exempt to

3107 Fire Battalion Chief, Grade F7, Exempt

- Fire (1)

3117 Fire Trainer, Grade 108, Exempt

3118 Fire Trainer II, Grade 110, Exempt

- Fire (.50)



## Classification Consolidation:

- 3106 Fire Division Chief, Grade F7, Exempt to
- 3107 Fire Battalion Chief, Grade F7, Exempt
- Fire (3)

## Classifications Closed:

- 3106 Fire Division Chief, Grade F7, Exempt
- 3115 Chief Training Officer, Grade F6, Exempt

### Fiscal Impact

Short-Term Impact: TBD (no appropriation should be needed due to current open positions within the department)

Long-Term Impact: None

### Strategic & Comprehensive Plan Impact

#### [Strategic Plan Impacts:](#)

Primary Impact: Safe Community, Secondary Impact: Organizational Excellence, Tertiary Impact: Not Applicable

#### [Comprehensive Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

### Legislative History

Date	Action
N/A	N/A

### Suggested Council Action

Staff requests approval of this ordinance to authorize the amendment to the FY25 Classification and Pay Plan.