



FRESNO COUNTY FIRE

PROTECTION DISTRICT

Honor, Integrity, Cooperation & Professionalism

MEMORANDUM

Date: December 11, 2020

To: Board Directors

Attn: Mike Del Puppo
President

From: Fire District Staff

Subject: District Division Chief (D4305) Position

BOARD OF DIRECTOR'S BRIEFING PAPER

ISSUE:

Staff is seeking approval to fill the vacant District funded Division 4305 position.

BACKGROUND:

Due to increasing workload and multiple projects requiring division of labor and oversight, staff has determined the need to fill the District's D4305 position. This position has been vacant for a couple of years as a cost saving measure and until recently workload demands were manageable without this position being filled. The District is currently balancing several new projects/agreements/needs and staff expects that the workload at the management level will continue to increase for the foreseeable future. Therefore, improved division of labor by funding this position will ensure that District staff can keep pace with our escalating needs and improved service delivery goals.

DISCUSSION:

This District funded Division Chief position would primarily be involved with strategic planning, data analysis, public information, training program oversight, logistics, and project management. It is estimated that this

position will cost the District approximately \$150K, with benefits/administrative costs, to fund this position for the last six months of this fiscal year.

ALTERNATIVES:

1. Authorize staff to fill the vacant D4305 position.
2. Not authorize staff to fill the vacant D4305 position.

IMPACTS (Consider potential consequences related to each of the following areas of concern for proposed alternatives):

- Fiscal – Funding is available to fill the D4305 position.
- Operational – The D4305 position will help maintain and improve District operations.
- Legal – No known impacts
- Labor - No known impacts
- Sociopolitical - No known impacts
- Policy - No known impacts
- Health and safety - No known impacts
- Environmental - No known impacts
- Interagency – No known impacts

RECOMMENDATION:

Staff is recommending that the District Board of Director's approve Option #1 and authorize staff to fill the District funded D4305 position and add the costs for this position to the current 2020/21 FY Budget.

APPROVED:



Chris Bump, Assistant Chief

12/11/2020

Date