



FRESNO COUNTY FIRE

PROTECTION DISTRICT

Honor, Integrity, Cooperation & Professionalism

MEMORANDUM

Date: 01/10/2020

To: Board Directors

Attn: Mike Del Puppo
President

From: Fire District Staff

Subject: District Administrative Officer Position

BOARD OF DIRECTOR'S BRIEFING PAPER

ISSUE:

Staff are seeking approval to fill the District Administrative Officer position with a permanent hire.

BACKGROUND:

At the December 2019 Board meeting the Board authorized the Chief to fill the soon to be vacant District Administrative Officer position with a temporary hire. The Board asked staff to come back to the Board for approval to fill the position with a permanent hire.

DISCUSSION:

Since January 6, 2020, the District Administrative Officer position has been filled with a temporary hire. Staff are asking for approval to fill the position immediately with a permanent hire and move the funding from the CALFIRE Schedule A Contract to an individual line item in the District budget during the mid-year budget revision.

ALTERNATIVES:

1. Authorize staff to fill the District Administrative Officer position with a permanent hire.
2. Not authorize staff to fill the District Administrative Officer position with a permanent hire and continue with a temporary hire.

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

- Fiscal – Funding is available to fill the position with a permanent hire
- Operational - No know impact
- Legal – No know impact
- Labor – No know impact
- Sociopolitical – No know impact
- Policy – No know impact
- Health and safety – No know impact
- Environmental – No know impact
- Interagency – No know impact

RECOMMENDATION:

Staff is recommending that the District Board of Director's approve Option #1 and authorize the Chief to fill the District Administrative Officer with a permanent hire and move the funding from the CALFIRE Schedule A Contract to an individual line item in the District budget.

APPROVED:



Mark A. Johnson, Chief

01/10/2020
Date