

MEMORANDUM

August 18, 2016

TO: CIVIL SERVICE / EQUAL EMPLOYMENT COMMISSION

FROM: ERIK NEWMAN, FIRE CHIEF
FIRE DEPARTMENT

SUBJECT: **2016 ANNUAL EQUAL EMPLOYMENT REPORT – FIRE DEPARTMENT**

Introduction

The Stockton Fire Department is pleased to present our Equal Employment Report for the period of July 2015 to June 2016. The Department services 91.9 square miles with a population of 336,000, which includes the area and population served in four county fire districts contracting with the City. The Department operates under five functional divisions and twelve fire stations, which house twelve engine companies and three truck companies.

Our last report to you in 2015 reported that the City conducted a recruitment for Fire Fighter Trainee for one day and had 1,542 applications received, with 508 placed on the eligible list. A Fire Academy began August 17, 2015 filling 7 vacancies, and a second Academy began March 1, 2016 filling 17 vacancies. A third Academy is scheduled to begin September 1, 2016 to fill 11 vacancies.

Organizational Structure and Responsibilities

The Stockton Fire Department is comprised of the Administration, Operations, Communications/Dispatch, Fire Prevention and Training Divisions. The Fire Chief is responsible for insuring that all divisions are effectively managed and provide the best service for our community.

MISSION STATEMENT

The Stockton Fire Department is committed to providing excellent emergency and non-emergency customer service. Our dedicated members ensure a safe community through public education, prevention, and aggressive suppression and rescue activities.

The Fire Department has the following functional areas:

Administration is responsible for the day-to-day administration of personnel activities and regulations of the Department. The division is also responsible for budget preparation and control, purchasing, grant management, fire facilities management, contract services, CIP projects, and support staff management.

Fire Suppression/Rescue combats fires and mitigates hazardous material incidents to protect lives, property, and the environment. The division also provides basic and advanced life support care for medical emergencies and further protects citizens in the community by providing technical rescue/Urban Search and Rescue (USAR) as well as providing swift water and dive rescue.

Emergency Communications receives calls for service from citizens, businesses, and government agencies for fires and other emergencies and dispatches the appropriate resources. Calls for medical emergencies are routed to the American Medical Response dispatch center according to Council policy. The center also handles non-emergency calls relating to public utility service or follow-up calls related to emergency incidents. The dispatch center is accredited by the National Academies of Emergency Dispatch as a Center of Excellence.

Fire Prevention provides California Fire Code compliance inspections for industrial and commercial buildings, and multi-family dwellings, performs public fire safety education, manages weed abatement and occupancy compliance checks, and approves construction plans for all fire department access, fire protection systems and fire alarm systems.

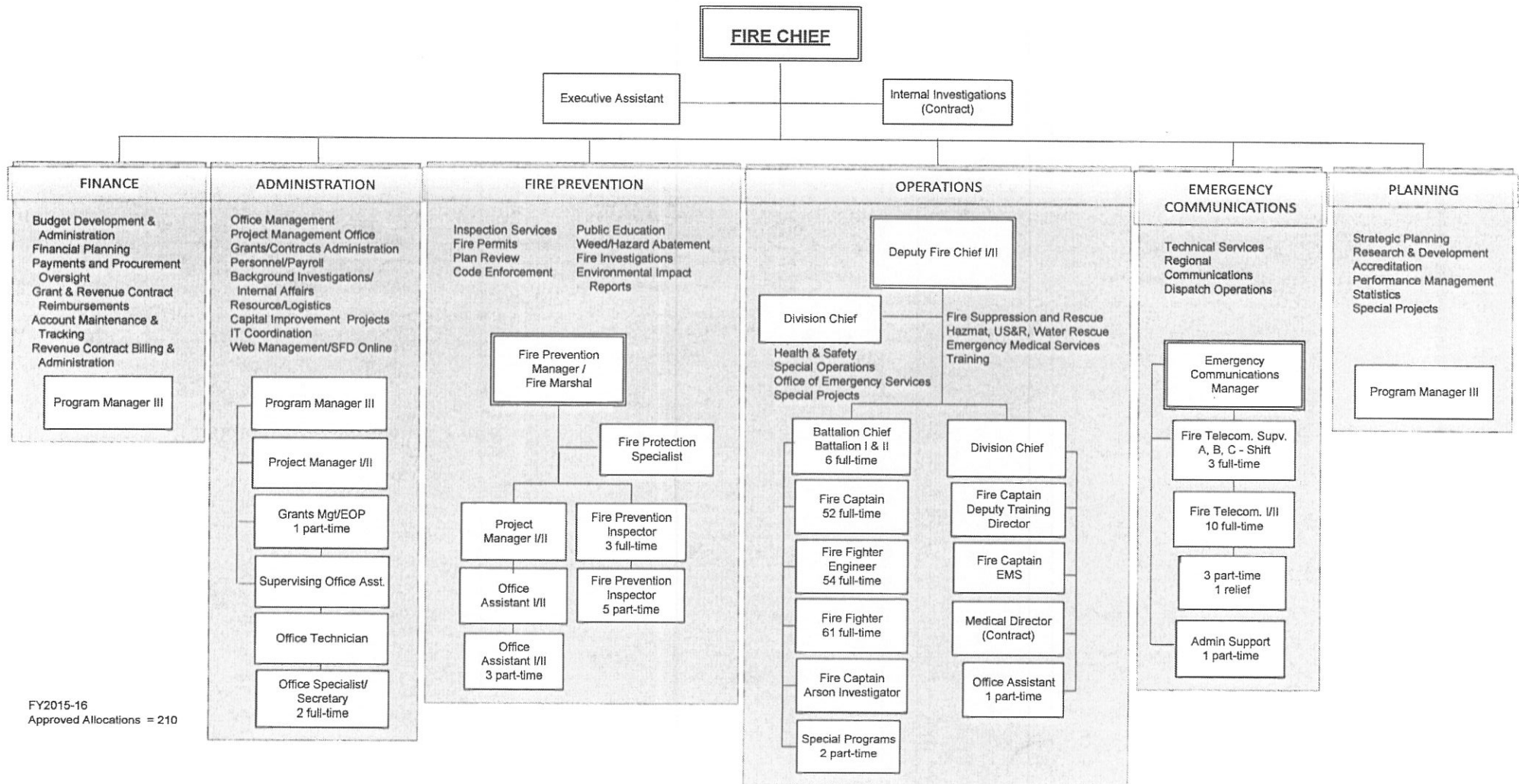
Division of Training is responsible for developing, coordinating, and delivering all training activities for the Department. These include in-service, recruit academy, special operations, and state mandates. The Division also oversees the purchase and distribution of all safety and firefighting equipment.

The Department maintains a Hazardous Materials Team, a Water and Dive Rescue Team, and an Urban Search and Rescue Team. Fire cause and origin investigation is provided by an arson investigation unit. Additionally, every firehouse is designated as a Safe Station for children and teens in need of assistance and a Safe Surrender Site for newborn infants.

FIRE DEPARTMENT ORGANIZATION PLAN

See attached page

FY2015-16 FIRE DEPARTMENT ORGANIZATIONAL STRUCTURE



Workforce Composition & Demographics

In the 2015/16 fiscal year, the Department was allocated 210 positions, 180 were sworn employees and 30 civilian employees. At the end of 2015/16 fiscal year, 17 vacancies existed in the department, with 193 full time positions filled. The Department is composed of 174 male and 19 female employees belonging to 5 different ethnic groups. The breakdown is as follows:

Ethnicity	Department		City Employees		City of Stockton (Figures Reflect Employable Population Only) <i>Taken from the 2010 U.S. Census Bureau</i>		San Joaquin County (Figures Reflect Employable Population Only) <i>Taken from the 2010 U.S. Census Bureau</i>	
White	144	74.6%	831	61%	66,836	23%	246,025	36%
Black	5	2.5%	64	5%	33,507	12%	48,657	7%
Hispanic	35	18.1%	308	23%	117,590	40%	266,584	39%
Asian	8	4.1%	131	10%	61,945	21%	97,999	14%
Native American	1	0.7%	15	1%	1,237	0%	3,427	1%
Other	0	0.0%	0		10,592	4%	22,614	3%
Total	193	100%	1,349	100%	291,707	100%	685,306	100%

Gender	Department		City Employees		City of Stockton (Figures Reflect Employable Population Only) <i>Taken from the 2010 U.S. Census Bureau</i>		San Joaquin County (Figures Reflect Employable Population Only) <i>Taken from the 2010 U.S. Census Bureau</i>	
Male	174	90%	924	68%	142,925	49%	341,230	50%
Female	19	10%	425	32%	148,782	51%	344,076	50%
Total	193	100%	1,349	100%	291,707	100%	685,306	100%

Personnel Changes in the Department

Since July 1, 2015, the Fire Department has filled 26 positions: 1 Fire Chief, 24 Fire Fighters, and 1 Fire Prevention Inspector II. The positions were filled by 1 Black male, 21 white males, 2 Hispanic males, and 2 Asian males. There were promotional appointments within the Department: 1 Fire Battalion Chief, 7 Fire Captains, 7 Fire Fighter Engineers, and 1 Fire Prevention Inspector I. The positions were filled by 13 White males, 1 Hispanic male, 1 Asian male, and 1 Black female.

In the 2015/16 fiscal year, the Fire Department consisted of 210 full-time positions, 53 of which were vacant including the following classifications:

1	Fire Chief
1	Deputy Fire Chief
1	Fire Battalion Chief
7	Fire Captains
7	Fire Fighter Engineers
34	Fire Fighters
2	Fire Prevention Inspectors

The Fire Department continually seeks to recruit and retain employees of all genders and races. The Department as a whole strives to create a better workforce by improving recruitment efforts, providing adequate training, and by hiring qualified, educated staff.

Professional and Diversity Training

Fire Department staff has received training in the following areas during this reporting period:

- Completed Staff Work
- Critical Thinking
- Customer Service
- Developing and Motivating Productive Teams
- Diversity: Achieving Workplace Commitment to Valuing Diversity
- Editing and Proofreading
- Effective Writing Skills
- Empowerment and Delegation
- Harassment Awareness & Prevention
- Harassment Awareness & Prevention for Supervisors
- Managing your Time, Life & Priorities
- Personal Effectiveness in the Workplace
- Problem Solving and Decision Making
- Supervisor's Survival Guide
- Tools for Tense Situations

- Writing Skills for Analysts
- Disaster Recovery
- Fire Management/Strategic Planning
- Fire Rescue
- Infectious Control
- Management of EMS
- National Homeland Security Conference
- Suicide Awareness: An Introduction for Crisis Responders
- Trench Rescue Class

Recruitment Efforts

The Fire Department works with Human Resources Workforce Planning Division which conducts a variety of outreach efforts to assist in the recruitment of a qualified, diverse candidate pool. Recruitment outreach efforts place emphasis on communication opportunities that reach a multitude of elements within the community. Opportunities are posted in publications and with agencies such as The Record, Modesto Bee, Public Sector Job Bulletin, Alameda News Group (ANG), Black Careers Now, Hispanic Hotline, Asian-Pacific Careers, Central Valley Jobs website, Employment Development Department (EDD) website, and newspapers in the Bay Area and Sacramento. Our Recruitment Team will continue to partner with communities, education systems, and the medical community to increase our outreach efforts and enhance the Departments climate of diversity, while attracting the most qualified candidates.

The Fire Department offers a number of opportunities for interested candidates to see what the Fire Fighter's job entails. These groups have a diverse membership.

Fire Fighter Mentorship Program was established to stimulate an interest in the fire service among diverse and qualified students from local high schools (15 to 18 years old). Contacts have been developed at all area high schools, and students have been able to interact with department personnel. Mentor relationships are developed, and students are allowed to do a ride along with Fire Fighters upon receiving written permission following a background check.

The Stockton Fire Explorers program continues to provide opportunities for interested individuals (16 to 18 years old) to gain valuable knowledge and experience through hands-on training. The program maintains a roster of up to 10 participants and often has a waiting list.

The Stockton Fire Auxiliary members (18 and older) participate in weekly drill sessions and regular ride-alongs with fire companies each month. They are requested to assist at multiple alarm fires and other significant emergencies in our community. This organization provides the opportunity for interested and qualified individuals to gain practical experience in the fire service and to obtain State-certified firefighting courses. Many auxiliary Fire Fighters successfully establish a career in the fire service.

Summary

The Stockton Fire Department will continue to support the City Council and the Civil Service Commission/Equal Employment Commission to ensure the goals established by these legislative bodies are carried out and successfully implemented. Our department is committed to recognizing and appreciating the unique beliefs, values, skills, attributes and characteristics of all employees in an environment that promotes and celebrates individual and collective achievement. We will continue to work closely with Human Resources Workforce Planning Division to explore a variety of outreach efforts to recruit a diverse applicant pool of qualified candidates.

A handwritten signature in black ink, appearing to read 'ERIK', followed by a long, horizontal, slightly wavy line that extends to the right.

ERIK NEWMAN
FIRE CHIEF