

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.22
(ID # 23302)

MEETING DATE:
Tuesday, November 07, 2023

FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES – FIRE PROTECTION: Classification & Compensation Recommendation to adjust the salary of the Fire Marshal and amend Ordinance No. 440 pursuant to Resolution No. 440-9404 submitted herewith, All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the Fire Marshal.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9404

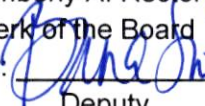
ACTION:Policy


Michael Bowers, HR Director 10/16/2023

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington and Perez
Nays: None
Absent: Gutierrez
Date: November 7, 2023
xc: H.R.

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: N/A			Budget Adjustment: No	
			For Fiscal Year: 23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Fire Protection requested Human Resources - Classification and Compensation to perform a market study of the *Fire Marshal* classification. Upon reviewing the request with the department, the initial market study request was expanded to include an internal review of the *Deputy Director, Fire Administration & Deputy Director of Fire Planning and Statistics*. The *Fire Marshal* is a single-position classification that has not had a permanent incumbent since May of this year and has had a temporary incumbent since June. With the temporary position set to expire soon, the department requested a market study be performed to justify internal parity and offer competitive rates to prospective incumbents.

The resulting market study found the *Fire Marshal* to be below market at the minimum rate by 12.39% and below market at the maximum rate by 4.05%. When we conducted the study of the internal deputy positions, it was found that equity between the Deputy classifications and the *Fire Marshal* is essential, as they all report to the *Chief Deputy County Fire*, and the external market study verified that the pay was similar between them. The internal parity to the Deputy classifications would resolve the departments concerns regarding pay, which is also supported by the external market survey; while also aligning their internal organizational structure to best support the departments leadership role in servicing the community. It is recommended to use internal parity to increase the rate of the *Fire Marshal*.

Salary Adjustments:

Fire Marshal: It is recommended to adjust the salary plan/grade MRP 641 (\$116,493 - \$180,178) to salary plan/grade MRP 666 (\$129,893 - \$200,969). There is currently 1 incumbent in this classification.

Additional Fiscal Information:

No cost is incurred as the current incumbent's rate is above the proposed minimum rate and no adjustments are required.

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Impact on Residents and Businesses

Approval of this recommendation will have no direct impact to residents or businesses.

Attachments:

Resolution No. 440-9404
Fire Marshal Market Survey

1 RESOLUTION NO. 440-9404

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on November 7, 2023, that pursuant to Section 8(c) of Ordinance No. 440,
5 the Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No.
6 440, operative at the beginning of the pay period following the date of approval, as follows:
7

8 <u>Job</u>		<u>From Salary</u>	<u>To Salary</u>
9 <u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
37883	Fire Marshal	MRP 641	MRP 666

10
11 ROLL CALL:

12 Ayes: Jeffries, Washington, Spiegel, and Perez
13 Nays: None
14 Absent: Gutierrez

15 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the
16 date therein set forth.

17 KIMBERLY A. RECTOR, Clerk of said Board

18 By:  _____

19 Deputy

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10/12/2023

28 440 Resolutions\MH

External Market Survey Data

Classification Name: Fire Marshal

Riv Co Class Code: 37883

Market Research							Survey Data			
Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	No Comparable Classification						\$0.00	\$0.00		
Orange County	No Comparable Classification						\$0.00	\$0.00		
San Bernardino County	Fire Marshal (Fire Department)	40021	\$147,555.20	\$209,809.60	42.19%	\$178,682.40	\$85.91			
San Diego County	No Comparable Classification						\$0.00	\$0.00		
Ventura County	Manager - Fire Prevention Services	1810	\$118,384.32	\$165,754.30	40.01%	\$142,069.31	\$68.30			
	County Mean:		\$132,969.76	\$187,781.95	41.22%	\$160,375.86				
	County Median:		\$132,969.76	\$187,781.95	41.22%	\$160,375.86				
Riverside County	Fire Marshal	37883	\$116,493	\$180,178	54.67%	\$148,335.52				
	Dollar difference from Mean:		-\$16,477	-\$7,604						
	Percentage difference from mean:		-12.39%	-4.05%						
	Dollar difference from median:		-\$16,477	-\$7,604						
	Percentage difference from median:		-12.39%	-4.05%						

PICs	
Notes	

Run Date: 10/11/2023

Date Prepared/Revised: BQ