

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



ITEM: 3.19  
(ID # 27270)

**MEETING DATE:**  
Tuesday, March 18, 2025

**FROM :** HUMAN RESOURCES AND FIRE DEPARTMENT

**SUBJECT:** HUMAN RESOURCES AND FIRE DEPARTMENT: Classification & Compensation recommendation to adjust the salary of the Fire Marshal classification and amend Ordinance No. 440 pursuant to Resolution No. 440-9475 submitted herewith, All Districts. [Total Cost \$0, with an ongoing cost of \$0 - 100% Department Budget]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the Fire Marshal classification; and
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9475.

**ACTION:**Policy

*Geoff Pemberton*  
Geoff Pemberton, Chief Deputy County Fire

2/28/2025

*Tami Douglas-Schatz*  
Tami Douglas-Schatz, Director of Human Resources

3/3/2025

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Gutierrez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: March 18, 2025  
xc: HR, Fire

Kimberly A. Rector  
Clerk of the Board  
By: *[Signature]*  
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: 100% Department Budget</b>			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: 24/25</b>	

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The Office of the Fire Marshal, part of the Riverside County Fire Department (Fire), enforces fire and safety standards through regulations, ordinances, and state and federal laws. The *Fire Marshal* ensures county buildings are prepared for fire emergencies through prevention, inspection, and investigation while educating the public on fire safety.

As a vital leadership role, the *Fire Marshal* liaises between Fire and regulatory agencies, cities, county departments, and other jurisdictions, making high-level decisions on sensitive operational issues. Fire requested a market study of the *Fire Marshal* class from the Human Resources Classification and Compensation Division (Class and Comp) to ensure market competitiveness.

The market study revealed that the unique and specialized nature of the *Fire Marshal* classification warranted expanding the traditional five-county comparison to include the Orange County Fire Authority and CalCareers. The position has remained vacant for two years, highlighting the challenges in attracting qualified candidates and underscoring that the five-county market is non-reflective of current market conditions for such a specialized role. The limited number of qualified applicants who apply for the position suggests that the current compensation structure is not aligned with market expectations, making recruitment and retention increasingly difficult. This broader analysis identified significant compensation disparities, with Riverside County's *Fire Marshal* earning approximately **12.59%** below the market mean at the minimum salary and **11.82%** below the maximum salary (**Attachment II**). Class and Comp recommends adjusting the Fire Marshal's salary to align with the market mean.

**Salary Adjustments**

Fire Marshal: It is recommended to adjust the salary plan/grade MRP 666 (\$136,388 - \$211,017/annually) to salary plan/grade MRP 674 (\$156,040 - \$239,289/annually).

**Impact on Residents and Businesses**

Aligning the *Fire Marshal's* salary with the market mean will impact County residents by ensuring the Department can attract and retain highly qualified candidates. Adjusting the salary range supports the Department's efforts to maintain a skilled and experienced leadership team, enhancing fire prevention, safety, and emergency preparedness.

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**Additional Fiscal Information**

The Department has approved the recommended salary adjustment, confirming that no budget adjustment is required since the request does not involve an upfront cost.

**Attachments**

- I. Resolution No. 440-9475
- II. Fire Marshal Market Survey

  
Cesar Bernal, PRINCIPAL MGMT ANALYST 3/4/2025

1 RESOLUTION NO. 440-9475

2  
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of  
4 California, in regular session assembled on March 18, 2025, that pursuant to Section 8(c) of Ordinance No.  
5 440, the Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance  
6 No. 440, operative at the beginning of the pay period following the date of approval, as follows:  
7

8 Job		From Salary	To Salary
<u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
9 37883	Fire Marshal	MRP 666	MRP 674

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12  
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14 ROLL CALL:

15 Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez

16 Nays: None

17 Absent: None  
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19 The foregoing is certified to be a true copy of a resolution duly adopted by said  
20 Board of Supervisors on the date therein set forth.

21 KIMBERLY A. RECTOR, Clerk of said Board

22 By:  \_\_\_\_\_

23 Deputy  
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02/26/2025

28 440 Resolutions\KC

# 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	Midpoint Hrly	Outlier	HASC Annual	HASC 50%
Los Angeles County	<a href="#">Assistant Fire Chief</a>	217	\$189,520	\$294,742	55.52%	\$242,131.08	\$116.41			
Orange County	No Comparable Class	n/a								
San Bernardino County	<a href="#">Fire Marshal (Fire Department)</a>	40021	\$155,480	\$221,499	42.46%	\$188,489.60	\$90.62			
San Diego County	No Comparable Class	n/a								
Ventura County	<a href="#">Manager - Fire Prevention Services</a>	1810	\$123,120	\$172,384	40.01%	\$147,752.08	\$71.03			
Orange County Fire Authority	<a href="#">Assistant Chief</a>	5849	\$286,645	\$308,152	7.50%	\$297,398.40	\$142.98			
CalCareers	<a href="#">Assistant State Fire Marshal</a>	8963	\$184,404	\$199,668	8.28%	\$192,036.00	\$92.33			
County Mean:			\$156,040	\$239,289	53.35%					
County Median:			\$155,480	\$221,499	42.46%					
Riverside County	<a href="#">Fire Marshal</a>	37883	\$136,388	\$211,017	54.72%					
Dollar difference from Mean:			-\$19,652	-\$28,272						
Percentage difference from mean:			-12.59%	-11.82%						
Dollar difference from median:			-\$19,092	-\$10,482						
Percentage difference from median:			-12.28%	-4.73%						

Notes: Orange County: Relies on Orange County Fire Authority to perform fire-related duties.  
 San Diego: Fire Services Coordinator is similar, not a direct comparable classification to Fire Marshal.  
 Ventura: Manager - Fire Prevention Services is a similar classification to Riverside's Fire Marshal.  
 Orange County Fire Authority: Assistant Chief of Community Risk Reduction and Fire Marshal (\$286,645 - \$308,152).  
 LA/OCFA: Number of contract cities and unincorporated areas.

Run Date: 10/16/2024

Date Prepared/Revised: 12/2/2024 By: DP