

Civil Service Board



SPECIAL MEETING
WEDNESDAY, JANUARY 15, 2014

3:00 PM

Agenda



- Review of CSB order from Grievance
- Possible actions/outcome
- Review impact of each possible action/outcome
- Discussion – Next Steps

Order by Civil Service Board



The application of the 2011 change in the eligibility criteria for participation in a promotional process is hereby rescinded insofar as it affected the failure to promote Fortenberry as part of the 2012 Lieutenant Promotional Process.

Review of timeline and processes



- **AFD made this change in 2011**
 - Applied consistently since that time
 - Approved unanimously by promotional criteria advisory committee at that time & change was shared with all employees.
- **Promotional processes since that time:**
 - 2011 – Lieutenant & Engineer
 - 2012 – Battalion Chief, Lieutenant & Engineer
 - 2013 – Lieutenant & Engineer
 - Sr. Firefighter *
- **AFD has a set number of positions at rank of Company Officer (Lieutenant/Captain).**
- **Promotions occur when a vacancy occurs** (normally due to retirement).

Possible Outcome/Actions



1. Rescind the change to promotional processes.
2. Promote grievant and have extra Lieutenant until additional turnover/retirement at this level.
3. Request City Council add 1 Full-time position to department classified as Lieutenant.
4. Retroactive approval of the change to 2011.

Review – Rescind change made in 2011



- Rescinding this change is complex
 - First process that had participants actually participate based on the change was for Battalion Chief in spring 2012.
 - Only three candidates applied for process and none of them had met their eligibility until after process complete.
 - If no candidates, the department would have placed staff in what is called “out of class” status (acting/interim are other common terms for assignment) until process was held.
 - This would also impact the number of Lieutenant and Engineer promotions that occurred in 2012-2013.
 - Potential impact on participants in other promotional processes.

2012 Battalion Chief Process

- Ponder (E 7/8/12)
- Coggins (E 7/8/12)
- Budzinski (E 11/30/12)

2012 Lieutenant Process

- Brown
- Rauschenbach (E 4/23/13)
- Riley
- Burnette
- Stageman
- Wickham
- Eldreth
- Boland (E 4/23/13)
- Rogers
- Wilson
- Mullins (E 4/23/13)
- Larson
- Fortenberry
- Silvers
- Barnwell (E 4/23/13)
- Hanks
- Rottmueller

2012 Engineer Process

- Bryson
- Raikes
- Wetmore
- Miller
- Brooks
- Fesperman
- Hoffman
- Padilla
- Barnwell
- Miller
- Tetrault (E 7/20/13)
- Kimbrough
- Lambert
- Cutshall

2013 Lieutenant Process

- Bell
- Walton
- Boland
- Dehart
- Davis (E 1/21/14)
- Fender
- Stalte
- Duncan
- Lambert (E 11/3/13)
- Caughorn
- Barnwell
- Hoffman
- Mullins
- Hare
- Fortenberry
- Bryson

2013 Engineer Process

- Ball
- Willis (E 8/23/14)
- Padilla
- Zajac
- Douek
- Bettencourt
- Barnwell
- Lunsford
- Auldridge
- Rice (E 8/23/14)
- Roland
- Rhinehart

Review – Promote Grievant

- **The City does not currently have a vacant Lieutenant position so options include:**
 - Demotion of last promoted Lieutenant
 - While non-disciplinary still possible grievance
 - Impacted by non-participation in other processes since 2012.
 - Reclassify a current position and have an extra Lieutenant until additional turnover.
 - Each Lieutenant position has specific assignment and no current need for additional Lieutenant.
 - Would create administrative/special assignment role.
 - Those on current eligibility list have potential grievance given their ranking on current list above grievant.
 - Budgetary consideration in increased cost for position.

Review – Request additional FTE

- Request City Council approve the addition of one full-time position for the fire department.
 - New Lieutenant position would increase headcount on ongoing basis.
 - Lieutenant position most likely administrative/special assignment role.
 - Funding for this position (salary & benefits) approx \$65- \$80k annually.
 - Potential grievances from those on current eligibility list.

Review - Retroactive Approval

- Civil Service Board retro-actively approves change back to 2011
 - No impact on current positions, current classifications, staffing, or active eligibility lists.
 - Grievant would continue to be eligible for promotion based on active eligibility list and last promotional process.
 - ✘ Current eligibility list effective July 1, 2013 to June 30, 2014
 - ✘ If not promoted during this time; eligible to test again for promotion.
 - All promotional processes will be reviewed by department.

Summary



In an attempt to satisfy the Board's order the City has evaluated possible actions and next steps.

Each option identified has impact to one or more employee.

A draft of this information was shared with the Promotional Criteria Advisory Committee & other members of the department.

The City would appreciate the Board's input on next steps.