

RESOLUTION NO. 2004-945

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF DEC 14 2004

ESTABLISH AN INTERNAL AFFAIRS/PROFESSIONAL STANDARDS UNIT IN THE FIRE DEPARTMENT, DIRECT A REPORT BACK FOR A STAFFING PLAN BASED ON CASE LOAD, AND APPROVE ADDITIONAL FUNDING AND FTE FOR ADDED MANAGEMENT FUNCTIONS

WHEREAS, the City of Sacramento desires to support effective management of fire service personnel and resources and has reviewed the recommendations of the Sacramento Fire Department Task Force;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO THAT:

The City Council authorizes the following actions relating to a Fire Department Internal Affairs/Professional Standards Unit (IA/PSU):

1. Council approves the establishment of a Sacramento Fire Department Internal Affairs/Professional Standards Unit with responsibilities as described in the ten page policy statement prepared by the Fire Chief and recommended by the Fire Department's Task Force.
2. Council directs that a Battalion Fire Chief, appointed by the Fire Chief and reporting directly to the Assistant Chief of Human Resources with access to the Fire Chief, lead the new IA/PSU with funding from existing fire department resources until Midyear 2005.
3. The Fire Department is directed to prepare a case load needs-basis analysis, to be presented at the Midyear 2005 report to Council, recommending actions to add permanent staffing and make appropriation adjustments to fund the IA/PSU unit.

Council acknowledges preliminary staff advise indicates that a case load needs analysis may recommend staffing with annual costs in the range from a minimum level to a desired level as described in a and b below:

FOR CITY CLERK USE ONLY

RESOLUTION NO: _____

DATE ADOPTED: DEC 14 2004

a.	Minimum Staffing Level:	
	Add 2 FTE for an increased labor budget	\$223,000
	1 FTE Battalion Chief	
	1 FTE Confidential Clerk Typist III	
	Service and supply	22,500
	Rental of space	<u>19,500</u>
	Ongoing operating costs	\$265,000
	Vehicles purchase initial one time cost	35,000
	Office equipment cost, one time	<u>\$ 21,000</u>
	Total annual cost	\$321,000
b.	Desired Staffing Level:	
	Add 4 FTE for an increased labor budget	\$438,000
	1 FTE Battalion Chief	
	1 FTE Administrative Captain	
	1 FTE Administrative Analyst	
	1 FTE Confidential Clerk Typist III	
	Service and supply	40,000
	Rental of space	<u>19,500</u>
	Ongoing operating cost	\$497,500
	Vehicles purchase cost	70,000
	Office equipment cost	<u>40,000</u>
	Total annual cost	\$607,500

Funding for recommended increases will be submitted by the Fire Department as a part of their report.

The City Council authorizes position and appropriation changes for Assistant Chief oversight as follows:

4.	<u>Assistant Chief</u>	
	Add	1 FTE Assistant Chief
	Reallocate	3 FTE Assistant Chiefs
	To	3 FTE Battalion Chiefs
	Net change 1 FTE increase, added labor budget	\$ 64,000
	(\$110,000 annual cost * 7/12)	
	Service and supply	55,300
	Costs for a command vehicle and 7/12 year ongoing fleet maintenance	
	Total FY2004/05 increase	<u>\$119,300</u>

FOR CITY CLERK USE ONLY

2004-945

RESOLUTION NO:

DATE ADOPTED:

DEC 14 2004

Funding for this increases comes from:
General Fund Administrative Contingency

\$119,300

5. Schedule a six-month report back from the Fire Chief on matters in this report.

HEATHER FARGO

MAYOR

ATTEST:
SHIRLEY CONCOLINO

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO: 2004-945

DATE ADOPTED: DEC 14 2004