

SANTA CLARA COUNTY CENTRAL FIRE PROTECTION DISTRICT  
SALARY ORDINANCE

ORDINANCE NO. CFPD-2025-2-O

AN ORDINANCE OF THE SANTA CLARA COUNTY CENTRAL FIRE PROTECTION DISTRICT  
FIXING THE COMPENSATION AND SALARY OF THE EMPLOYEES IN THE OFFICES OF THE  
SANTA CLARA COUNTY CENTRAL FIRE PROTECTION DISTRICT AND REPEALING ALL  
OTHER ORDINANCES IN CONFLICT HEREWITH

The Board of Directors of the Santa Clara County Central Fire Protection District, State of California, does ordain as follows:

**SECTION 1: DEPARTMENTAL POSITION ALLOCATIONS AND COMPENSATION**

Based upon competent evidence submitted at the salary hearings of the County of Santa Clara for the fiscal year 2024/2025, and acting pursuant to the provisions of the Fire Protection District Law of 1987, the wages found herein may be modified in order to reflect those prevailing throughout Santa Clara County for comparable work. The salaries, wages, compensation, and expenses provided herein shall be in full for all official services performed unless herein expressly otherwise provided and shall be paid on the basis of the biweekly pay period plan. Compensation shall be payable on or before the seventh (7<sup>th</sup>) calendar day after the conclusion of each biweekly pay period for services rendered during the preceding biweekly pay period. All officers and employees of the District shall charge, collect, and pay all fees required by law to be charged, collected, and paid into the District General Fund, and no officer or employee of the District shall be compensated by fees. The number of District officers and employees shall be specified in this Ordinance under the column entitled, "Total, Positions and FTE," in Exhibit A – Schedule of Job Classifications and Positions.

**SECTION 2: JOB CLASSIFICATIONS AND SALARY RANGES**

The officers, deputies, assistants, and employees of the District shall be classified and shall receive as full-time biweekly compensation for the services required of them by law or by virtue of their office, the salaries as set forth in the Salary Schedule.

- (1) Where a vacancy exists in a position authorized by the Salary Ordinance, the Fire Chief, in lieu of filling the vacancy in the class authorized, may fill the position at the lower related class level provided:
  - a. Either there is no current appropriate eligible list for the higher class; or positions in classes in the same series are to be underfilled for specific training purposes; and
  - b. The typical tasks, duties, and responsibilities required of the higher class include those required by the related lower class. The Fire Chief may subsequently fill such position at the class level established by the Salary Ordinance provided that such action will not result in the removal of an incumbent with permanent status except as provided by the District's Personnel Rules and Regulations.

- (2) The rate of compensation for extra help, or for persons employed and working on an hourly basis, shall be computed at an hourly rate equivalent to the hourly rate for Step 1 of the salary shown on the Salary Schedule for that classification; except that extra help may be appointed at any step in the appropriate salary range depending on the difficulty of recruitment, unusual qualifications, or upon prevailing rates being paid, upon the recommendation and approval of the Fire Chief.
- (3) Upon the recommendation and approval of the Fire Chief, the rate of compensation for those employees who were hired on an exempt, unclassified, or contractual arrangement and subsequently converted to extra help may be set at the salary step closest to their previous salary, but not to exceed the third step of the appropriate salary range.
- (4) Upon the recommendation and approval of the Fire Chief, the District may hire paid interns. Per individual, internships will be limited to 990 hours per fiscal year and will be compensated at either \$20 or \$25 per hour, depending on the qualifications or prevailing rates being paid for similar work. The rate of pay is fixed and will not be subject to cost of living adjustments provided to other positions covered by the Ordinance.

**SECTION 3: SALARY SCHEDULE**

Exhibit B – Schedule of Monthly Salary Rates by Position is approved in accordance with the provisions of Section 570.5 of the California Code of Regulations and is to be posted on the Fire District’s website. See Resolution No. CFPD-2021-5 for Unrepresented employee benefits.

**SECTION 4: POSITION OVERFILL**

The Fire Chief shall have authority to double fill up to five (5) positions on a temporary basis for specific training purposes, for a period not to exceed twelve (12) months per position.

**SECTION 5: REPEAL OF CONFLICTING ORDINANCES**

It is the intention of the Board of Directors of the Santa Clara County Central Fire Protection District that all salary ordinances inconsistent herewith that were implemented prior to November 11, 2024 will be repealed, and that this Ordinance hereby designated CFPD-2025-2-O be substituted in place thereof.

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**SECTION 6:**

This Ordinance shall take effect November 5, 2024 and all sections shall be implemented on November 11, 2024 (Pay Period 24/24).

**PASSED AND ADOPTED** by the Board of Directors of the Santa Clara County Central Fire Protection District, State of California, this NOV 05 2024 by the following vote:

**ARENAS, CHAVEZ, ELLENBERG**

**AYES: LEE, SIMITIAN**

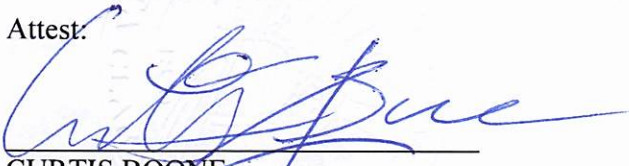
**NOES: NONE**

**ABSENT: NONE**


  
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SUSAN ELLENBERG, PRESIDENT  
Board of Directors

Signed and certified that a copy of this document has been delivered by electronic or other means to the President, Board of Directors.

Attest:

  
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CURTIS BOONE  
Acting Clerk of the Board

APPROVED AS TO FORM AND LEGALITY:

  
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MASA SHIOHIRA  
Lead Deputy County Counsel

Exhibits to this Ordinance: Exhibit A - Schedule of Job Classifications and Positions  
Exhibit B - Schedule of Monthly Salary Rates by Position

EXHIBIT A  
Santa Clara County Central Fire Protection District  
Schedule of Job Classifications and Positions  
Effective November 11, 2024

TOTAL POSITIONS: 73  
TOTAL FTEs: 340

Total No. of FTEs	Position Title		Position Title	
3	ADMINISTRATIVE ASSISTANT I			
6	ADMINISTRATIVE ASSISTANT II			
0	ADMINISTRATIVE ASSISTANT III	or	ADMINISTRATIVE ASSISTANT IV	*
1	ASSISTANT FIRE CHIEF	or	DEPUTY CHIEF	*
1	ASSISTANT FIRE MARSHAL			
11	BATTALION CHIEF			
1	BATTALION CHIEF - PRE-FIRE MANAGEMENT & WILDFIRE RESILIENCE			
1	BENEFITS/PAYROLL ANALYST			*
3	BUSINESS SERVICES ASSOCIATE I	or	BUSINESS SERVICES ASSOCIATE II	
1	COMMUNITY RISK PROGRAM DIRECTOR			
2	COMMUNITY RISK SPECIALIST I	or	COMMUNITY RISK SPECIALIST II	
1	COMMUNITY WILDFIRE SPECIALIST			
1	CONTRACT COMPLIANCE ANALYST			*
1	DATABASE ADMINISTRATOR			
3	DEPUTY CHIEF			*
1	DEPUTY CHIEF	or	DIRECTOR OF FIRE PREVENTION	*
1	DEPUTY DIRECTOR OF COMMUNICATIONS			*
1	DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT			*
16	DEPUTY FIRE MARSHAL I	or	DEPUTY FIRE MARSHAL II or ASSOC. FIRE PLANS EXAMINER or FIRE PLANS EXAMINER	
2	DEPUTY FIRE MARSHAL TRAINEE	or	DEPUTY FIRE MARSHAL I	
1	DIRECTOR OF BUSINESS SERVICES			*
1	DIRECTOR OF COMMUNICATIONS			*
1	DIRECTOR OF EMERGENCY MANAGEMENT			*
1	DIRECTOR OF INFORMATION TECHNOLOGY			*
1	DIRECTOR OF PERSONNEL SERVICES			*
1	DIRECTOR OF SUPPORT SERVICES			*
1	EMS PROGRAM NURSE MANAGER			*
1	EXECUTIVE ASSISTANT TO THE FIRE CHIEF			*
1	FACILITIES MAINTENANCE MANAGER			
1	FINANCIAL ANALYST/ACCOUNTANT			*
72	FIRE CAPTAIN			
1	FIRE CHIEF			*
2	FIRE FUELS CREW SUPERVISOR			
3	FIRE MECHANIC I	or	FIRE MECHANIC II	
165	FIREFIGHTER/ENGINEER	or	FIREFIGHTER or FIREFIGHTER TRAINEE (Extra-help)*	
2	GENERAL MAINT. CRAFTSWORKER			
1	GIS ANALYST			
1	HAZARDOUS MATERIALS ASSISTANT FIRE MARSHAL			
2	HAZARDOUS MATERIALS SPECIALIST	or	HAZARDOUS MATERIALS INSPECTOR	
1	INFORMATION SPECIALIST			
1	INFORMATION SYSTEMS ANALYST I	or	INFORMATION SYSTEMS ANALYST II	
2	MANAGEMENT ANALYST - ASSOCIATE A	or	MANAGEMENT ANALYST - ASSOCIATE B or MANAGEMENT ANALYST	*
1	NETWORK & SECURITY ADMINISTRATOR			*
1	OFFICE ASSISTANT			
1	PERMIT SPECIALIST			
1	PERSONNEL SERVICES TECHNICIAN			*
1	PRINCIPAL FINANCIAL ANALYST/ACCOUNTANT			*
2	PROGRAM SPECIALIST I	or	PROGRAM SPECIALIST II	
1	SENIOR COMMUNITY RISK SPECIALIST			
2	SENIOR DEPUTY FIRE MARSHAL			
1	SENIOR FIRE MECHANIC			
1	SENIOR FIRE PLANS EXAMINER			

Total No. of FTEs	Position Title		Position Title	
1	SENIOR HAZARDOUS MATERIALS SPECIALIST			
1	SENIOR MANAGEMENT ANALYST			*
2	SENIOR PROGRAM SPECIALIST			
1	SUPPLY SERVICES SPECIALIST I			
1	SUPPLY SERVICES SPECIALIST II			
1	SENIOR SYSTEMS ANALYST			
1	SYSTEMS ADMINISTRATOR			

\*See Resolution No. CFPD-2021-5 for Unrepresented employee benefits

EXHIBIT B  
Santa Clara County Central Fire Protection District  
Schedule of Monthly Salary Rates by Position  
Effective November 11, 2024

POSITION		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
ADMINISTRATIVE ASSISTANT I		6,633.16	6,964.82	7,313.06	7,678.71	8,062.65
ADMINISTRATIVE ASSISTANT II		8,027.47	8,428.84	8,850.28	9,292.79	9,757.43
ADMINISTRATIVE ASSISTANT III	*	9,778.97	10,267.92	10,781.32	11,320.39	11,886.41
ADMINISTRATIVE ASSISTANT IV	*	11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
ASSISTANT FIRE CHIEF	*	22,374.10	23,492.81	24,667.45	25,900.82	27,195.86
ASSISTANT FIRE MARSHAL		17,170.50	18,029.03	18,930.48	19,877.00	20,870.85
ASSOC. FIRE PLANS EXAMINER		12,349.58	12,967.06	13,615.41	14,296.18	15,010.99
BATTALION CHIEF		18,135.23	19,041.99	19,994.09	20,993.79	22,043.48
BATTALION CHIEF - PRE-FIRE MANAGEMENT & WILDFIRE RESILIENCE		18,135.23	19,041.99	19,994.09	20,993.79	22,043.48
BENEFITS/PAYROLL ANALYST	*	11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
BUSINESS SERVICES ASSOCIATE I		6,633.16	6,964.82	7,313.06	7,678.71	8,062.65
BUSINESS SERVICES ASSOCIATE II		8,027.47	8,428.84	8,850.28	9,292.79	9,757.43
COMMUNITY RISK PROGRAM DIRECTOR		15,898.94	16,693.89	17,528.58	18,405.01	19,325.26
COMMUNITY RISK SPECIALIST I		9,371.52	9,840.10	10,332.11	10,848.72	11,391.16
COMMUNITY RISK SPECIALIST II		11,240.30	11,802.32	12,392.44	13,012.06	13,662.66
COMMUNITY WILDFIRE SPECIALIST		10,554.28	11,081.99	11,636.09	12,217.89	12,828.78
CONTRACT COMPLIANCE ANALYST	*	11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
DATABASE ADMINISTRATOR		11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
DEPUTY CHIEF	*	20,220.37	21,231.39	22,292.96	23,407.61	24,577.99
DEPUTY DIRECTOR OF COMMUNICATIONS	*	16,178.43	16,987.35	17,836.72	18,728.56	19,664.99
DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT	*	16,178.43	16,987.35	17,836.72	18,728.56	19,664.99
DEPUTY FIRE MARSHAL I		11,753.87	12,341.56	12,958.64	13,606.57	14,286.90
DEPUTY FIRE MARSHAL II		12,932.38	13,579.00	14,257.95	14,970.85	15,719.39
DEPUTY FIRE MARSHAL TRAINEE		8,485.75	8,910.04	-	-	-
DIRECTOR OF BUSINESS SERVICES	*	18,910.58	19,856.11	20,848.92	21,891.37	22,985.94
DIRECTOR OF COMMUNICATIONS	*	17,005.93	17,856.23	18,749.04	19,686.49	20,670.81
DIRECTOR OF EMERGENCY MANAGEMENT	*	17,005.93	17,856.23	18,749.04	19,686.49	20,670.81
DIRECTOR OF FIRE PREVENTION	*	18,910.58	19,856.11	20,848.92	21,891.37	22,985.94
DIRECTOR OF INFORMATION TECHNOLOGY	*	17,486.50	18,360.83	19,278.87	20,242.81	21,254.95
DIRECTOR OF PERSONNEL SERVICES	*	17,486.50	18,360.83	19,278.87	20,242.81	21,254.95
DIRECTOR OF SUPPORT SERVICES	*	17,486.50	18,360.83	19,278.87	20,242.81	21,254.95
EMS PROGRAM NURSE MANAGER	*	14,934.64	15,681.37	16,465.44	17,288.71	18,153.15
EXECUTIVE ASSISTANT TO THE FIRE CHIEF	*	11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
FACILITIES MAINTENANCE MANAGER		13,241.00	13,903.05	14,598.20	15,328.11	16,094.52
FINANCIAL ANALYST/ACCOUNTANT	*	11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
FIRE CAPTAIN		13,747.14	14,434.50	15,156.23	15,914.04	16,709.74
FIRE CHIEF	*	24,853.57	26,096.25	27,401.06	28,771.11	30,209.67
FIRE FUELS CREW SUPERVISOR		12,601.27	13,231.33	13,892.90	14,587.55	15,316.93
FIRE MECHANIC I		8,778.85	9,217.79	9,678.68	10,162.61	10,670.74
FIRE MECHANIC II		10,534.87	11,061.61	11,614.69	12,195.42	12,805.19
FIRE PLANS EXAMINER		13,579.02	14,257.97	14,970.87	15,719.41	16,505.38
FIREFIGHTER/ENGINEER		11,456.00	12,028.80	12,630.24	13,261.75	13,924.84
FIREFIGHTER		10,414.56	10,935.29	11,482.05	12,056.15	12,658.96
GENERAL MAINT. CRAFTSWORKER		8,757.48	9,195.35	9,655.12	10,137.88	10,644.77
GIS ANALYST		11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
HAZARDOUS MATERIALS ASSISTANT FIRE MARSHAL		17,170.50	18,029.03	18,930.48	19,877.00	20,870.85
HAZARDOUS MATERIALS INSPECTOR		12,932.38	13,579.00	14,257.95	14,970.85	15,719.39
HAZARDOUS MATERIALS SPECIALIST		13,579.02	14,257.97	14,970.87	15,719.41	16,505.38
INFORMATION SPECIALIST		11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
INFORMATION SYSTEMS ANALYST I		8,179.85	8,588.84	9,018.28	9,469.19	9,942.65
INFORMATION SYSTEMS ANALYST II		9,778.97	10,267.92	10,781.32	11,320.39	11,886.41
MANAGEMENT ANALYST	*	11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
MANAGEMENT ANALYST - ASSOCIATE A	*	8,108.65	8,514.08	8,939.78	9,386.77	9,856.11
MANAGEMENT ANALYST - ASSOCIATE B	*	9,778.97	10,267.92	10,781.32	11,320.39	11,886.41
NETWORK & SECURITY ADMINISTRATOR	*	12,037.07	12,638.92	13,270.87	13,934.41	14,631.13

EXHIBIT B  
Santa Clara County Central Fire Protection District  
Schedule of Monthly Salary Rates by Position  
Effective November 11, 2024

POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
OFFICE ASSISTANT	6,029.97	6,331.47	6,648.04	6,980.44	7,329.46	
PERMIT SPECIALIST	9,371.52	9,840.10	10,332.11	10,848.72	11,391.16	
PERSONNEL SERVICES TECHNICIAN	*	8,027.47	8,428.84	8,850.28	9,292.79	9,757.43
PRINCIPAL FINANCIAL ANALYST/ACCOUNTANT	*	12,932.67	13,579.30	14,258.27	14,971.18	15,719.74
PROGRAM SPECIALIST I		8,149.14	8,556.60	8,984.43	9,433.65	9,905.33
PROGRAM SPECIALIST II		10,554.28	11,081.99	11,636.09	12,217.89	12,828.78
SENIOR COMMUNITY RISK SPECIALIST		12,374.09	12,992.79	13,642.43	14,324.55	15,040.78
SENIOR DEPUTY FIRE MARSHAL		14,222.14	14,933.25	15,679.91	16,463.91	17,287.11
SENIOR FIRE MECHANIC		12,639.03	13,270.98	13,934.53	14,631.26	15,362.82
SENIOR FIRE PLANS EXAMINER		14,934.64	15,681.37	16,465.44	17,288.71	18,153.15
SENIOR HAZARDOUS MATERIALS SPECIALIST		14,934.64	15,681.37	16,465.44	17,288.71	18,153.15
SENIOR MANAGEMENT ANALYST	*	12,932.67	13,579.30	14,258.27	14,971.18	15,719.74
SENIOR PROGRAM SPECIALIST		12,037.05	12,638.90	13,270.85	13,934.39	14,631.11
SENIOR SYSTEMS ANALYST		11,641.45	12,223.52	12,834.70	13,476.44	14,150.26
SUPPLY SERVICES SPECIALIST I		6,029.97	6,331.47	6,648.04	6,980.44	7,329.46
SUPPLY SERVICES SPECIALIST II		6,633.16	6,964.82	7,313.06	7,678.71	8,062.65
SYSTEMS ADMINISTRATOR		11,245.81	11,808.10	12,398.51	13,018.44	13,669.36
FIREFIGHTER TRAINEE (Extra-help)	*	9,467.78	-	-	-	-
PAID INTERN \$20 PER HR (Extra-help)	*	3,466.67	-	-	-	-
PAID INTERN \$25 PER HR (Extra-help)	*	4,333.33	-	-	-	-
COMMUNITY WILDFIRE SPECIALIST (Extra-help)	*	9,424.33	9,895.55	10,390.33	10,909.85	11,455.34
FIRE-FUELS CREW MEMBER (Extra-help)	*	4,712.16	4,947.77	5,195.16	5,454.92	5,727.67

\*Unrepresented employee