

SANTA CLARA COUNTY CENTRAL FIRE PROTECTION DISTRICT
SALARY ORDINANCE

ORDINANCE NO. CFPD-2023-2-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 2022/2023, 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 (7th) 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.

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 14, 2022 will be repealed, and that this Ordinance hereby designated CFPD-2023-2-O be substituted in place thereof.

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SECTION 6:

This Ordinance shall take effect November 1, 2022 and all sections shall be implemented on November 14, 2022 (Pay Period 22/24).

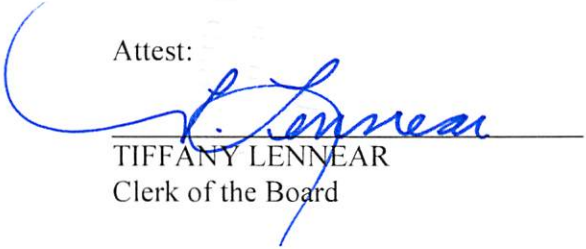
PASSED AND ADOPTED by the Board of Directors of the Santa Clara County Central Fire Protection District, State of California, this NOV 01 2022 by the following vote:

AYES: **CHAVEZ, ELLENBERG, LEE**
NOES: **SIMITIAN, WASSERMAN**
ABSENT: **NONE**



MIKE WASSERMAN, PRESIDENT
Board of Directors

Attest:


TIFFANY LENNEAR
Clerk of the Board

APPROVED AS TO FORM AND LEGALITY:


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 14, 2022

TOTAL POSITIONS: 71
TOTAL FTEs: 334

| Total No. of FTEs | Position Title | | Position Title | |
|-------------------|---|----|---|---|
| 3 | ADMINISTRATIVE ASSISTANT I | | | |
| 6 | ADMINISTRATIVE ASSISTANT II | | | |
| 1 | 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 | | | |
| 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 | 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 | |
| 3 | 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 PERSONNEL SERVICES | | | * |
| 1 | DIRECTOR OF SUPPORT SERVICES | | | * |
| 1 | EMS COORDINATOR | | | * |
| 1 | EXECUTIVE ASSISTANT TO THE FIRE CHIEF | | | * |
| 1 | FACILITIES MAINTENANCE MANAGER | | | |
| 1 | FINANCIAL ANALYST/ACCOUNTANT | | | * |
| 68 | FIRE CAPTAIN | | | |
| 1 | FIRE CHIEF | | | * |
| 3 | FIRE MECHANIC I | or | FIRE MECHANIC II | |
| 165 | FIREFIGHTER/ENGINEER | or | FIREFIGHTER or FIREFIGHTER - Voluntary Reduced Rank before July 31, 2020 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 | |
| 1 | INFORMATION TECHNOLOGY OFFICER | | | * |
| 2 | MANAGEMENT ANALYST - ASSOCIATE A | or | MANAGEMENT ANALYST - ASSOCIATE B or MANAGEMENT ANALYST | * |
| 1 | NETWORK & SECURITY ADMINISTRATOR | | | * |
| 1 | OFFICE ASSISTANT | | | |
| 1 | PERSONNEL SERVICES TECHNICIAN | | | * |
| 1 | PRINCIPAL FINANCIAL ANALYST/ACCOUNTANT | | | * |
| 3 | 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 | | | |
| 1 | SENIOR HAZARDOUS MATERIALS SPECIALIST | | | |

| Total No. of FTEs | Position Title | | Position Title | |
|-------------------|-------------------------------|----|---|---|
| 1 | SENIOR MANAGEMENT ANALYST | | | * |
| 2 | SENIOR PROGRAM SPECIALIST | | | |
| 1 | SUPPLY SERVICES SPECIALIST I | | | |
| 1 | SUPPLY SERVICES SPECIALIST II | or | SUPPLY SERVICES SPECIALIST, Hired before August 1, 2016 | |
| 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 14, 2022

| POSITION | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 |
|---|-------------|-----------|-----------|-----------|-----------|
| ADMINISTRATIVE ASSISTANT I | 6,282.89 | 6,597.03 | 6,926.88 | 7,273.22 | 7,636.88 |
| ADMINISTRATIVE ASSISTANT II | 7,603.57 | 7,983.75 | 8,382.94 | 8,802.09 | 9,242.19 |
| ADMINISTRATIVE ASSISTANT III | * 9,262.58 | 9,725.71 | 10,212.00 | 10,722.60 | 11,258.73 |
| ADMINISTRATIVE ASSISTANT IV | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| ASSISTANT FIRE CHIEF | * 20,988.84 | 22,038.28 | 23,140.19 | 24,297.20 | 25,512.06 |
| ASSISTANT FIRE MARSHAL | 16,263.80 | 17,076.99 | 17,930.84 | 18,827.38 | 19,768.75 |
| ASSOC. FIRE PLANS EXAMINER | 11,697.45 | 12,282.32 | 12,896.44 | 13,541.26 | 14,218.32 |
| BATTALION CHIEF | 17,012.41 | 17,863.03 | 18,756.18 | 19,693.99 | 20,678.69 |
| BATTALION CHIEF - PRE-FIRE MANAGEMENT & WILDFIRE RESILIENCE | | | | | |
| BATTALION CHIEF - PRE-FIRE MANAGEMENT & WILDFIRE RESILIENCE | 17,012.41 | 17,863.03 | 18,756.18 | 19,693.99 | 20,678.69 |
| BUSINESS SERVICES ASSOCIATE I | 6,282.89 | 6,597.03 | 6,926.88 | 7,273.22 | 7,636.88 |
| BUSINESS SERVICES ASSOCIATE II | 7,603.57 | 7,983.75 | 8,382.94 | 8,802.09 | 9,242.19 |
| COMMUNITY RISK PROGRAM DIRECTOR | 14,620.76 | 15,351.80 | 16,119.39 | 16,925.36 | 17,771.63 |
| COMMUNITY RISK SPECIALIST I | 8,876.65 | 9,320.48 | 9,786.50 | 10,275.83 | 10,789.62 |
| COMMUNITY RISK SPECIALIST II | 10,646.75 | 11,179.09 | 11,738.04 | 12,324.94 | 12,941.19 |
| CONTRACT COMPLIANCE ANALYST | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| DATABASE ADMINISTRATOR | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| DEPUTY CHIEF | * 18,968.45 | 19,916.87 | 20,912.71 | 21,958.35 | 23,056.27 |
| DEPUTY DIRECTOR OF COMMUNICATIONS | * 15,324.11 | 16,090.32 | 16,894.84 | 17,739.58 | 18,626.56 |
| DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT | * 15,324.11 | 16,090.32 | 16,894.84 | 17,739.58 | 18,626.56 |
| DEPUTY FIRE MARSHAL I | 11,133.19 | 11,689.85 | 12,274.34 | 12,888.06 | 13,532.46 |
| DEPUTY FIRE MARSHAL II | 12,249.48 | 12,861.95 | 13,505.05 | 14,180.30 | 14,889.32 |
| DEPUTY FIRE MARSHAL TRAINEE | 8,037.65 | 8,439.53 | - | - | - |
| DIRECTOR OF BUSINESS SERVICES | * 17,911.99 | 18,807.59 | 19,747.97 | 20,735.37 | 21,772.14 |
| DIRECTOR OF COMMUNICATIONS | * 16,107.91 | 16,913.31 | 17,758.98 | 18,646.93 | 19,579.28 |
| DIRECTOR OF EMERGENCY MANAGEMENT | * 16,107.91 | 16,913.31 | 17,758.98 | 18,646.93 | 19,579.28 |
| DIRECTOR OF FIRE PREVENTION | * 17,911.99 | 18,807.59 | 19,747.97 | 20,735.37 | 21,772.14 |
| DIRECTOR OF PERSONNEL SERVICES | * 16,563.11 | 17,391.27 | 18,260.83 | 19,173.87 | 20,132.56 |
| DIRECTOR OF SUPPORT SERVICES | * 16,563.11 | 17,391.27 | 18,260.83 | 19,173.87 | 20,132.56 |
| EMS COORDINATOR | * 12,065.92 | 12,669.22 | 13,302.68 | 13,967.81 | 14,666.20 |
| EXECUTIVE ASSISTANT TO THE FIRE CHIEF | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| FACILITIES MAINTENANCE MANAGER | 12,541.80 | 13,168.89 | 13,827.33 | 14,518.70 | 15,244.64 |
| FINANCIAL ANALYST/ACCOUNTANT | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| FIRE CAPTAIN | 13,021.20 | 13,672.26 | 14,355.87 | 15,073.66 | 15,827.34 |
| FIRE CHIEF | * 23,314.80 | 24,480.54 | 25,704.57 | 26,989.80 | 28,339.29 |
| FIRE MECHANIC I | 8,315.27 | 8,731.03 | 9,167.58 | 9,625.96 | 10,107.26 |
| FIRE MECHANIC II | 9,978.56 | 10,477.49 | 11,001.36 | 11,551.43 | 12,129.00 |
| FIRE PLANS EXAMINER | 12,861.96 | 13,505.06 | 14,180.31 | 14,889.33 | 15,633.80 |
| FIREFIGHTER/ENGINEER | 10,851.06 | 11,393.61 | 11,963.29 | 12,561.45 | 13,189.52 |
| FIREFIGHTER | | | | | |
| Voluntary Reduced Rank before July 31, 2020 | 9,741.11 | 10,228.17 | 10,739.58 | 11,276.56 | 11,840.39 |
| FIREFIGHTER | 9,864.61 | 10,357.84 | 10,875.73 | 11,419.52 | 11,990.50 |
| GENERAL MAINT. CRAFTSWORKER | 8,295.03 | 8,709.78 | 9,145.27 | 9,602.53 | 10,082.66 |
| GIS ANALYST | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| HAZARDOUS MATERIALS ASSISTANT FIRE MARSHAL | 16,263.80 | 17,076.99 | 17,930.84 | 18,827.38 | 19,768.75 |
| HAZARDOUS MATERIALS INSPECTOR | 12,249.48 | 12,861.95 | 13,505.05 | 14,180.30 | 14,889.32 |
| HAZARDOUS MATERIALS SPECIALIST | 12,861.96 | 13,505.06 | 14,180.31 | 14,889.33 | 15,633.80 |
| INFORMATION SPECIALIST | 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |

EXHIBIT B
Santa Clara County Central Fire Protection District
Schedule of Monthly Salary Rates by Position
Effective November 14, 2022

| POSITION | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 |
|--|-------------|-----------|-----------|-----------|-----------|
| INFORMATION SYSTEMS ANALYST I | 7,747.90 | 8,135.30 | 8,542.07 | 8,969.17 | 9,417.63 |
| INFORMATION SYSTEMS ANALYST II | 9,262.58 | 9,725.71 | 10,212.00 | 10,722.60 | 11,258.73 |
| INFORMATION TECHNOLOGY OFFICER | * 15,299.92 | 16,064.92 | 16,868.17 | 17,711.58 | 18,597.16 |
| SYSTEMS ADMINISTRATOR | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| MANAGEMENT ANALYST | * 10,651.96 | 11,184.56 | 11,743.79 | 12,330.98 | 12,947.53 |
| MANAGEMENT ANALYST - ASSOCIATE A | * 7,680.47 | 8,064.49 | 8,467.71 | 8,891.10 | 9,335.66 |
| MANAGEMENT ANALYST - ASSOCIATE B | * 9,262.58 | 9,725.71 | 10,212.00 | 10,722.60 | 11,258.73 |
| NETWORK & SECURITY ADMINISTRATOR | * 11,401.44 | 11,971.51 | 12,570.09 | 13,198.59 | 13,858.52 |
| OFFICE ASSISTANT | 5,711.55 | 5,997.13 | 6,296.99 | 6,611.84 | 6,942.43 |
| PERSONNEL SERVICES TECHNICIAN | * 7,603.57 | 7,983.75 | 8,382.94 | 8,802.09 | 9,242.19 |
| PRINCIPAL FINANCIAL ANALYST/ACCOUNTANT | * 12,249.75 | 12,862.24 | 13,505.35 | 14,180.62 | 14,889.65 |
| PROGRAM SPECIALIST I | 7,718.82 | 8,104.76 | 8,510.00 | 8,935.50 | 9,382.28 |
| PROGRAM SPECIALIST II | 9,996.95 | 10,496.80 | 11,021.64 | 11,572.72 | 12,151.36 |
| SENIOR COMMUNITY RISK SPECIALIST | 11,720.66 | 12,306.69 | 12,922.02 | 13,568.12 | 14,246.53 |
| SENIOR DEPUTY FIRE MARSHAL | 13,471.13 | 14,144.69 | 14,851.92 | 15,594.52 | 16,374.25 |
| SENIOR FIRE MECHANIC | 11,971.61 | 12,570.19 | 13,198.70 | 13,858.64 | 14,551.57 |
| SENIOR FIRE PLANS EXAMINER | 14,146.00 | 14,853.30 | 15,595.97 | 16,375.77 | 17,194.56 |
| SENIOR HAZARDOUS MATERIALS SPECIALIST | 14,146.00 | 14,853.30 | 15,595.97 | 16,375.77 | 17,194.56 |
| SENIOR MANAGEMENT ANALYST | * 12,249.75 | 12,862.24 | 13,505.35 | 14,180.62 | 14,889.65 |
| SENIOR PROGRAM SPECIALIST | 11,401.42 | 11,971.49 | 12,570.06 | 13,198.56 | 13,858.49 |
| SENIOR SYSTEMS ANALYST | 10,705.54 | 11,240.82 | 11,802.86 | 12,393.00 | 13,012.65 |
| SUPPLY SERVICES SPECIALIST I | 5,711.55 | 5,997.13 | 6,296.99 | 6,611.84 | 6,942.43 |
| SUPPLY SERVICES SPECIALIST II | 6,282.89 | 6,597.03 | 6,926.88 | 7,273.22 | 7,636.88 |
| SUPPLY SERVICES SPECIALIST, Hired before August 1, 2016 | 10,316.93 | 10,832.78 | 11,374.42 | 11,943.14 | 12,540.30 |
| FIREFIGHTER TRAINEE (Extra-help) | * 8,967.83 | - | - | - | - |
| PAID INTERN \$15 PER HR (Extra-help) | * 2,600.00 | - | - | - | - |
| PAID INTERN \$20 PER HR (Extra-help) | * 3,466.67 | - | - | - | - |
| COMMUNITY WILDFIRE SPECIALIST (Extra-help) | * 8,666.67 | 9,100.00 | 9,555.00 | 10,032.75 | 10,534.39 |
| FIRE-FUELS CREW MEMBER (Extra-help) | * 4,333.33 | 4,550.00 | 4,777.50 | 5,016.38 | 5,267.20 |

*Unrepresented employee