

MEMORANDUM

TO: Civil Service Employment Subcommittee

FROM: Chief Keith Gautreau; Anne Torregrossa, Associate Corporation Counsel

CC: Captain Christopher Thomson, Local 740 President

DATE: April 5, 2018

In February of this year, the City Council approved some changes to the Civil Service ordinance. The changes were proposed by both the Fire Department and the Police Department to update a very outdated ordinance that no longer reflected the practices of either department and did not meet the needs of either department. Those changes established a baseline for hiring and promotions within the departments and leave many of the details to be worked out in rulemaking before this Subcommittee.

The Fire Department has worked cooperatively with Local 740 to come up with proposed

With respect to the hiring process, many of the current practices will remain, including a written aptitude capacity test, an oral interview, and many of the hiring rules will stay the same. One change in the hiring process is that the Fire Department would use the Candidate Physical Abilities Test (CPAT) to test for physical ability and fitness. The CPAT has become the leading standard in the industry. Additionally, the Fire Department proposes to specify criminal conditions that would disqualify an application from initial employment with the Department. Many of these standards are consistent with those that would disqualify an employee from being a provider for federally funded health care programs.

As for the promotional process, the Fire Department would like to move to an assessment center exam, rather than a simple written exam. The assessment center is designed to test a wider variety of skills and knowledge, hopefully leading to a better evaluation of promotional candidates. Additionally, the Fire Department will be implementing an officer candidate program, including mentoring and professional development, workbook study, and additional training components. A promotional list will still be generated, with individuals being placed on the list in their order of scoring on the assessment center, oral interview, and seniority points. The Department proposes that the order of ranking would generally be order of promotion, with a few exceptions.

The Fire Department looks forward to discussing these changes with the Subcommittee, and appreciates the assistance in moving the Department forward with its hiring and promotions.