City of San Antonio

Agenda Memorandum

File Number: 20-1067

Agenda Item Number: 27.

Agenda Date: 1/30/2020

In Control: City Council A Session

DEPARTMENT: Fire

DEPARTMENT HEAD: Charles N. Hood

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT: Reclassification of Firefighter Position

SUMMARY:

This ordinance authorizes SAFD to reclassify a vacant Firefighter position to Fire Captain for a total additional cost of $20,511.92. Funding for this reclassification is available within the FY 2020 General Fund budget. The FY 2020 authorized uniform personnel count for SAFD is 1,766; with this action the total authorized uniform personnel count remains at 1,766.

BACKGROUND INFORMATION:

SAFD Personnel Services Division is currently responsible for management and processing all workers' compensation claims submitted by the department's uniformed employees. The Personnel Services Division receives injury reports from the various divisions within the department, and then works in close coordination with City of San Antonio (COSA) Risk Management and the third party administrator to administer the claim on behalf of the employee.

ISSUE:

The SAFD is in need of a position at the Captain rank that will be responsible for providing assistance to employees injured in the line of duty as they navigate through the workers' compensation claims process. This position will be designed to shepherd employees through all facets of the process including, but not limited to:

o   Ensuring required documentation is completed and submitted in an accurate and timely manner.
o   Identifying workers' compensation physicians within the network that specialize in the type and severity of injury sustained by the employee.

o   Educating the employee about the workers' compensation process, as well as the various options that may be available.
o   Assisting with the appointment scheduling process as necessary.
o   Assisting, to the extent allowed by law, in any dispute process necessary to ensure the employee receives appropriate treatment including attending hearings or other administrative proceedings if requested by the employee.

All employees injured in the line of duty will be contacted by this Fire Captain to determine what level of assistance they may require, and to provide said assistance as necessary. Employees may elect to accept or decline this service. The FY 2020 authorized uniform personnel count for SAFD is 1,766; with this action the total authorized uniform personnel count remains at 1,766. The tables below reflect this reclassification.

Effective October 1, 2019:

Rank	General Fund	Aviation Fund	Total
Firefighter	662	15	677
Fire Engineer	732	13	745
Lieutenant	173	2	175
Captain	117	2	119
District Chief	36	0	36
Assistant Chief	6	0	6
Deputy Chief	3	0	3
Fire Chief	1	0	1
Total	**1,730**	**32**	**1,762**

Effective February 1, 2020:

Rank	General Fund	Aviation Fund	Total
Firefighter	661	15	676
Fire Engineer	732	13	745
Lieutenant	173	2	175
Captain	118	2	120
District Chief	36	0	36
Assistant Chief	6	0	6
Deputy Chief	3	0	3
Fire Chief	1	0	1
Total	**1,730**	**32**	**1,762**

Effective September 1, 2020:

Rank	General Fund	Aviation Fund	Total
Firefighter	664	15	679
Fire Engineer	732	13	745
Lieutenant	173	2	175

Captain	119	2	121
District Chief	36	0	36
Assistant Chief	6	0	6
Deputy Chief	3	0	3
Fire Chief	1	0	1
Total	**1,734**	**32**	**1,766[a]**

a)   This total reflects the new 4 positions added in the FY 2020 Adopted Budget.

ALTERNATIVES:

Should this reclassification action not be approved, the San Antonio Fire Department would utilize existing personnel within the Personnel Services Division to maintain the current level of service provided to uniformed personnel.

FISCAL IMPACT:

This ordinance authorizes SAFD to reclassify a vacant Firefighter position to Fire Captain for a total additional cost of $20,511.92. Funding for this reclassification is available within the FY 2020 General Fund budget.

RECOMMENDATION:

Staff recommends approval of the reclassification of a vacant Firefighter position to Fire Captain. The total cost of this reclassification action is $20,511.92.