

WAKE COUNTY FIRE COMMISSION

Thursday, March 3, 2016

Adopted Minutes

(Audio Replays of the meeting are available upon request)

A Special Called Meeting / Work Session of the Wake County Fire Commission was held on Thursday, March 3, 2016, 7:00 PM, Wake County Public Safety Center, Conference Room C-170, 300 Salisbury Street, Raleigh, North Carolina.

CALL MEETING TO ORDER

Commission Chair Lucius Jones called the meeting to order.

The following members were present: Chair Lucius Jones, Chief Tony Mauldin (South Region), Chief Ron Early (North Region Alternate), Chief Todd Wright (West Region), Chief Garland Johnston (West Region Alternate), Chief Rodney Privette (East Region), Chris Perry (East Region Alternate), Lee Price (Firefighters Association President), Billy Myrick (Citizen Consumer), Bob Stagg (Citizen Consumer), Matt Calabria (Wake County Commissioner), and Chief Tim Pope (North Region).

The following members were absent: Judge Keith Gregory (Citizen/Consumer), Judge Michael Denning (Citizen/Consumer), Ricky Wright (Citizen/Consumer), and John Burns (Wake County Commissioner).

The following County officials and staff were present: Johnna Rogers (Deputy County Manager), Fire Services Director Nick Campasano, Angela Crawford (HR Director), Elaine Barnes (Compensation Manager), Budget and Management Analyst Michael James, Deputy Fire Services Director Darrell Alford, and Emergency Services Manager Demetric Potts.

Vice Chair Billy Myrick gave an invocation.

ITEMS OF BUSINESS

APPROVAL OF AGENDA

Upon motion of Bob Stagg and second by Chief Rodney Privette, the Fire Commission unanimously approved the Agenda.

REGULAR AGENDA

STAFFING AND COMPENSATION COMMITTEE PRESENTATION OF THE REVISED WAKE COUNTY FIRE COMPENSATION ADMINISTRATIVE GUIDELINES

The Wake County Compensation and Staffing Committee presented a revision of the Wake County Fire Compensation Administrative Guidelines at the Fire Commission work session on

3/3/2016. The Wake County Compensation and Staffing Committee have worked closely with the Wake County Fire Chiefs, Wake County Fire Services Staff, Wake County Human Resources, and Wake County Budget Office to revise the current Wake County Fire Services Compensation Administrative Guidelines. The revision included:

- Producing an updated salary plan to include new salary ranges and salary compression data.
- Adding 3 new positions within the fire service guidelines.
- Creating a new pay grade outline.
- Updating language to current practices and procedures.
- Updating qualifications and experience for all positions.

PRESENTATION ON THE FY 2016 FIRE SERVICES & FIRE COMMISSION LABOR MARKET STUDY AND WAKE COUNTY FIRE SERVICES COMPRESSION STUDY DATA

Wake County Human Resources Staff shared with the Fire Commission the results of the FY 2016 Fire Services & Fire Commission Labor Market Study and Compression Data Study at the Fire Commission work session on 3/3/2016. Wake County Human Resources worked closely with the Fire Commission Staffing and Compensation Sub-Committee, Wake County Fire Services Staff, and Wake County Budget Office to complete the Labor Market Study.

Key Points from the Study:

- To assess the impact of the current labor market conditions on the Fire Services Class series, a survey instrument was developed and distributed to twenty-four (24) benchmark fire departments in North Carolina. Of the twenty-four fire departments nine (9) fire departments responded for a response rate of 38%.
- In addition to the responses from the Wake County's survey, Wake County Human Resources also reviewed and analyzed the 2014 North Carolina League of Municipalities (NCLM) survey, which provided over 6,000 data points from across North Carolina for the fire services classifications.
- Estimated county cost of the recommended plan is \$313,075.
- Estimated county cost to address compression is \$155,866.
- Total estimated implementation costs for the Fire Services & Fire Commission Labor Market Study is \$468,941.

FIRECOMMISSION APPOINTMENT OF CITIZEN / COMSUMERS FOR THE FIRE COMMISSION BUDGET SUB-COMMITTEE

Fire Commission Chair Lucius Jones appointed Nancy Anderson to fill a Citizen / Consumer position on the Fire Commission Budget Sub-Committee.

FIRE COMMISSION APPOINTMENT OF EQUIPMENT SUB-COMMITTEE CHAIR

Fire Commission Chair Lucius Jones appointed Brian Amerson as the Equipment Sub-Committee Chair.

FIRE COMMISSION APPOINTMENT OF SOUTH REGION REPRESENTITIVES FOR FIRE COMMISSION EQUIPMENT AND FACILITY SUB-COMMITTEES

Fire Commission Chair Lucius Jones appointed Benny Whitley as the South Region Primary to the Fire Commission Equipment Sub-Committee as well as appointed Brad Mitchell as the South Region Alternate to the Fire Commission Facility Sub-Committee.

INFORMATION AGENDA

FY 2017 FIRE TAX BUDGET SUBMISSION FIRE DEPARTMENT EXPANSION REQUEST

Emergency Services Manager Demetric Potts shared with the Fire Commission that during the Fire Tax Budget Submissions County staff received Fire Department Expansion Requests that totaled \$20,573,042 of which the total Fire Tax Cost if approved would be \$18,847,725. He shared that the Budget Sub-Committee would begin holding the Budget Committee work session meeting to review budget submission in an effort to develop a recommended Fire Tax Budget on March 16, 2016.

OTHER BUSINESS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

Being no further business, the meeting was adjourned