



December 19, 2023

Board of Directors  
Ventura County Fire Protection District  
800 South Victoria Avenue  
Ventura, California 93009

**Subject: Public Hearing Regarding Adoption of an Amendment to the 2021-2024 Memorandum of Agreement between the Ventura County Fire Protection District and the Ventura County Professional Firefighters' Association; and Waiver of Second Public Hearing, With No Material Impact on Funding Status of the Retirement System.**

**Recommendations**

It is recommended that your Board:

1. Commence a public hearing on adoption of an amendment to the 2021–2024 Memorandum of Agreement (MOA) between the Ventura County Fire Protection District (District) and the Ventura County Professional Firefighters' Association (VCPFA); and
2. Waive the second public hearing required by Article 20, Section 2006(B), of the Personnel Rules and Regulations, and adopt the proposed amendment to the MOA at the conclusion of the hearing.

**Fiscal/Mandates Impact**

Mandatory:	No
Source of Funding:	Fire Protection District
Funding Match Required:	No
Impact on Other Departments:	None

Summary of Fiscal Impact:

	<u>FY 2023-24</u>
Total Cost	\$0

California Government Code sections 31515.5 and 23026 require that the County give written notice of any salary and benefits changes, including an explanation of the financial impact of the change on the funding of the County's retirement system. The proposed amendment is narrowly construed to provide for targeted pay adjustments within the existing salary range. Accordingly, we do not expect the recommended action to have a material impact on the funding status of the retirement system.

### **Strategic Priority**

This agenda item supports the County Strategic Priority to attract, hire, develop, and retain a diverse workforce empowered to meet the needs of our customers.

### **Discussion**

The proposed amendment allows the County Fire Chief, with the approval of the County Executive Office, to grant a pay/salary adjustment within the existing pay/salary range of an identified job classification (e.g., Fire Control Worker) or classifications (e.g., Fire Control Worker and Sr. Fire Control Worker) to be granted for some or all individuals employed in any such job classification(s) within an operational unit (e.g., Wildland Services) or entire Department, so long as an individual is not already at the top step of the existing pay/salary range. The incumbents must be regular, permanent employees and the request to the County Executive Officer by the Fire Chief must be accompanied by a performance evaluation for each employee in the classification who is to receive a pay adjustment under this section. Adjustments granted under this section will not cause the top step of the salary range to be increased nor permit any employee to receive pay above the established pay/salary range.

The proposed amendment to add Section 522 to the MOA is intended to adjust the pay rate of incumbents in classifications when competitive labor market conditions warrant an adjustment. Such conditions may exist when new hires with equal experience are hired at a higher pay rate than current employees because of a tight labor market. The national and regional markets continue to experience significant turbulence marked by supply shortages and critical labor market tightness. The District competes with other government employers to recruit and retain employees. Recent recruitments for mission critical positions have resulted in employment offers being extended to candidates that are for a rate of pay that is higher on the pay scale than in years past – usually from the mid-to-upper range of the salary schedule. This practice has resulted in the unintended consequence of pay disparities between employees who have been with the District for years and those who are newly hired. The proposed amendment will allow the District to compete for and retain highly sought after and difficult to fill positions and to continue to provide mission critical services.

A copy of the proposed amendment to the MOA is attached as Exhibit 1. We recommend that your Board commence a public hearing on adoption of the proposed amendment, waive a second hearing, and adopt the proposed amendment at the end of the hearing.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, the Ventura County Civil Service Commission, and County Counsel. If you have any questions regarding this item, please call me at (805) 654-2561.

Respectfully submitted,



Shawn Atin  
Assistant County Executive Officer/Human Resources Director



Sevet Johnson, PsyD  
County Executive Officer

c: Jeffery S. Burgh, Auditor-Controller  
Tiffany N. North, County Counsel  
Mike Pettit, Assistant County Executive Officer  
Kaye Mand, Assistant County Executive Officer/Chief Financial Officer  
Ventura County Professional Firefighters' Association

Attachments:

- Exhibit 1 – VCPFA MOA 2021-2024 Amendment Re Pay Adjustments
- Exhibit 2 – Statement from Civil Service Commission

