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**CITY MANAGER'S OFFICE
CITY OF COSTA MESA
INTEROFFICE MEMORANDUM**

2009 AUG -4 PM 3:41

CITY OF COSTA MESA
BY _____

TO: City Council
FROM: Allan L. Roeder  City Manager
DATE: August 4, 2009
SUBJECT: CITY COUNCIL AGENDA ITEM VIII/SUPPLEMENTAL INFORMATION

During the course of agenda review with members of the City Council, staff was asked to provide additional information for the "Budget Management Strategy Implementation/Employee Salaries & Benefits" item. The items of information are attached hereto for the benefit of the City Council and the public.

Contract End Dates & Compensation/Benefit Adjustment Dates

This table provides detail for all represented and unrepresented employees as to when contracts/MOUs are scheduled to end; the timing of any market adjustments and scheduled benefit enhancements.

Minimum Staffing Survey-OC Fire Agencies

This table provides the minimum staffing requirements presently in effect for other Fire Agencies in Orange County. Please note that some agencies establish minimum manning by shift while others set manning by type of apparatus. Manning levels will vary by type of apparatus based on whether they are serving as a Paramedic Van/Paramedic Engine Company.

/cg

C: City Clerk
Fire Chief
Deputy Fire Chief
Administrative Services Director
Finance Director

CONTRACT END DATES & COMPENSATION/BENEFIT ADJUSTMENT DATES

Group	Contract Ends	Next Market Adjustment	Scheduled Benefit Enhancements
CMCEA	8/31/09 (extended to 8/31/10)*	None until next contract negotiations are completed. **	Class A/B License Pay eff 8/2/09 (agreed to during last contract negotiations)
CMFA	8/31/10	None until next contract negotiations are completed. **	None
CMPPMA	8/31/10	None until next contract negotiations are completed. **	None
CMFA	6/30/10 (extended to 6/30/2013)*	9/1/10* (CMFA agrees to waive 2010 adjustment unless market adjustments are provided to other groups)	3% @ 50 eff 12/1/09* Addition of Tiller Pay eff upon arrival of the City's new Tiller truck *
Confidential (Unrepresented)	N/A	9/1/11* 9/1/12* (usually not implemented until contract negotiations with represented groups are completed.)	Increase to certification pays eff 9/1/11* (Change from flat rate to percentage of pay)
Executives (Unrepresented)	N/A	9/1/10 (usually not implemented until contract negotiations with represented groups are completed.)	None
Part-Time (Unrepresented)	N/A	9/1/10 (usually not implemented until contract negotiations with represented groups are completed.)	Increase to flex bucket due to increases in health plan premiums eff 1/1/10

*To be considered or approved by Council at August 4, 2009 Council meeting.
 **Market adjustments are typically effective September 1st for these groups.

FIRE - MINIMUM STAFFING SURVEY - OC CITIES

Agency	Minimum Staffing?	Staffing Description
Costa Mesa	Per Department	Per MOU: Minimum daily staffing level will be 32 (not including BC) for fire suppression and emergency medical services. For absences less than 10 hrs, the BC shall have the discretion to decide whether or not to fill the vacancy.
Anaheim	Per Apparatus	Per MOU: Each Fire Company shall consist of 3 Captains, 3 Engineers, and 6 Firefighters (i.e. 15 units would include 45 Captains, 45 Engineers, and 90 Firefighters. Per FD Ops Manual: 16 members per 24 hr period for suppression/medic services. Engines 1 & 3: Captain, Engineer, Firefighter, Apprentice Firefighter Engine 2: Captain, Engineer, Firefighter Truck 1: Captain, Engineer, Firefighter Other: "Attack Four" one Engineer. One BC.
Brea	Per Apparatus	
Fountain Valley	Waiting for Response	
Fullerton	Per Apparatus	Per MOU: 26 per platoon, based current equipment usage, consisting of: 2 engine companies - 3 personnel (Captain, Engineer, Firefighter) 4 engine companies - 4 personnel (Captain, Engineer, 2 Firefighters - any two being medics) 1 truck company - 4 personnel (Captain, Engineer, 2 Firefighters)
Garden Grove	Per Department	Per email confirmation with HR: 29 people on duty per shift
Huntington Beach	Per Apparatus	Per MOU & Org Manual: Engine Company - Captain, Engineer, Firefighter - any may be a medic Truck Company - Captain, Engineer, 2 Firefighters - any may be a medic Medic Unit - 2 Medics Paramedic Engine Company - Captain, Engineer, 2 Firefighters - 2 must be a medics Paramedic Assessment Engine - Captain, Engineer, Firefighter - 1 must be a medic
Newport Beach	Per Apparatus	Per MOU: Engine Companies: 3 fire suppression personnel Truck Companies: 4 fire suppression personnel Paramedic Units: 2 Firefighter/Paramedics
Orange	Per Department	Per email confirmation with HR: Total of 39 personnel on duty (including BC)
Santa Ana	Per Department	Per MOU: Minimum daily staffing of 66 personnel (excluding BC) Maintain the following deployment levels on duty daily: 15 Captains, 15 Engineers, 34 Firefighters or Firefighter/Paramedics, 6 staff Captains.
OCFA	Per Apparatus	Per MOU: Engine Companies: 3 personnel Paramedic Engine Companies: 4 personnel (except E-23 & E-60) Truck Company or USAR Vehicle: 4 personnel Paramedic Vans: 2 Paramedics