

# **DALLAS FIRE-RESCUE DEPARTMENT CIVIL SERVICE RULE CHANGES**

**November 19, 2007**



# DALLAS FIRE-RESCUE DEPARTMENT CIVIL SERVICE RULE CHANGES

- The Fire-Rescue Department in conjunction with the Director of Civil Service submitted several rule changes for consideration by the Civil Service Board.
- On September 13, 2007, the Civil Service Board approved these rule changes. The following is a brief summary of those changes.

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- Training time may vary per recruit based on a number of factors. For example, a recruit could potentially remain in training anywhere from thirteen months to years. This may occur due to injuries, failure in sections of training, etc. Therefore, no matter how long it takes to complete training, the department recommends a recruit serve at least two years after completion of probation before becoming eligible to promote. This provides a consistent time period for our members to become familiar with their new found skills and abilities after completing their training period.

# DALLAS FIRE-RESCUE DEPARTMENT CIVIL SERVICE RULE CHANGES

## RULE XIV, PROMOTIONS

### Section 4.B. (1) (f)

#### *Amended Rule:*

(f) Senior Fire Prevention Officer: Fire Prevention Officers who have completed two years of service after completing probation as a Fire Prevention Officer in the department, shall be eligible to test for promotion to this rank. Emergency Operations personnel who laterally transfer to Fire Prevention, Education and Inspection, must successfully complete training and obtain certification as a Fire Prevention Officer. He/She must then serve as a Fire Prevention Officer in the FPE & I Division for two years before becoming eligible to test for promotion to this rank.

### Section 4.B. (1) (h)

#### *Amended Rule:*

(h) Driver Engineer: Those department members who have completed two years of service after completing probation as a Fire and Rescue Officer or currently have the rank of Second Driver, shall be eligible to test for promotion to this rank. Fire Prevention personnel who laterally transfer to Emergency Operations, must successfully complete training and obtain certification as a Fire Rescue Officer in Emergency Operations for two years before becoming eligible to test for promotion to this rank.

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- Concerns were raised regarding the proposed rule change specifically related to recruit classes 278 and 279. They began training on October 19, 2005 and graduated on November 9, 2007. During the course of their training, they actually served time as firefighters while completing paramedic training. Therefore, it was agreed to exempt these two classes from the proposed rule change.

## **Amendment to Section 4.B. (1)(h)**

- Department members hired in class 278 and 279 of the Dallas Fire-Rescue Department who have been certified by the State of Texas as firefighters are excepted from the provision in Section H.

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- In the past, based on the type of exam given, eligibility lists would remain effective for either twelve or eighteen months. In order to provide consistency, we have also requested that all promotional eligibility lists remain effective for eighteen months.

## **Section 4.B. (5)**

### ***Amended Rule:***

(5) Promotional Examinations: On any promotional examination for the Fire-Rescue Department, the names of all those making passing grades on the examination (including assessment exercise where applicable), shall be placed on the eligible list. All promotional lists of eligibles shall remain in effect for a period of eighteen months from the date the list is certified. For purposes of calculating effective dates of lists of eligibles, each period shall begin at 12:00 a.m., the date certification is made to the Fire-Rescue Department and shall end at 11:59 p.m., on the 548<sup>th</sup> following day. The Civil Service Board shall hold an examination to create an eligible list within ninety (90) days after receiving notification of a vacancy in any classification filled under this rule, unless an eligibility list is in existence.

# DALLAS FIRE-RESCUE DEPARTMENT

## CIVIL SERVICE RULE CHANGES

- The Fire Chief is authorized to assign personnel to temporarily serve in higher positions occasionally due to promotions, retirements, etc. The current rule states that temporary assignments can be for a period of no less than 15 days nor more than 90 days without Civil Service Board approval. The next proposed rule change states the Civil Service Board approval will only be necessary in cases where the temporary assignment exceeds 180 days and removes the 15 to 90 day requirement.

### **Section 4.B. (6)**

#### ***Amended Rule:***

(6) Serving in Higher Positions: Nothing in these rules shall prevent the Chief of the Department, or his/her designee from assigning an individual to fill a position in a higher classification and to receive temporary assignment pay as determined by the current salary administration schedule. Any temporary assignments that extend beyond 180 consecutive days must be approved by the Civil Service Board. Temporary performance of the duties of any such higher position by a person who has not been promoted in accordance with these rules shall never be construed to promote such person, nor shall such temporary assignment affect in any way that person's status on the eligible list and eligibility for certification for permanent promotion.

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## **Additional Items for Agenda:**

- The rule that required an applicant to have a good credit rating was also approved for deletion.
  
- On September 27, 2006, City Council approved the implementation of a maximum age limit for Fire Rescue Officer and Fire Prevention Officer candidates (must not have reached 36<sup>th</sup> birthday on the date of entry level exam).
  - The City Attorney's Office later determined Fire Prevention candidates could not have age restrictions as they are not certified firefighters, and the state law specifically identifies peace officers and firefighters as those who may have minimum and maximum age requirements.
  
  - On February 5, 2007, the Civil Service Board approved the elimination of the upper age limit for Fire Prevention candidates.
  
  - This item will be included with the aforementioned rule changes for formal council approval scheduled for December 12, 2007.

# QUESTIONS