

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Special Meeting - Standing Committee Meeting

Human Resources Committee

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

Wednesday, July 25, 2022
9:00 a.m. Committee Meeting

MINUTES

TELECONFERENCE MEETING ANNOUNCEMENT

Director Ramos-Evinger opened the meeting at 9:00 a.m. and stated that in accordance with AB361, the Chino Valley Fire District will hold this special committee meeting remotely. She explained the process for members of the public to participate in the meeting and provide public comment. Director Ramos-Evinger also announced that the meeting would be recorded.

ROLL CALL

Director Sarah Ramos-Evinger
Director Harvey Luth
Fire Chief Dave Williams
Deputy Chief Jeremy Ault
Deputy Chief Carlos Skibar
Battalion Chief Greg Gabel
HR Consultant Andrew Tse
Clerk of the Board Sandra Heney
Interim Clerk of the Board Sandra Escudero

FLAG SALUTE

Director Harvey Luth

INVOCATION

Chaplain Henry Aguilar

CHANGES TO THE AGENDA

Director Ramos-Evinger asked Clerk of the Board Sandra Heney if there were any changes to the agenda.

No changes to the agenda.

PUBLIC COMMUNICATIONS

None.

MINUTES

1. Minutes – May 23, 2022 Meeting

The Committee agreed to file the minutes, as presented.

OLD BUSINESS

None.

NEW BUSINESS

2. REVIEW PROPOSED AMENDED FULL-TIME LEAD FIRE EQUIPMENT
MECHANIC JOB DESCRIPTION

Purpose is for the Human Resources Committee to review and discuss a proposed amendment to the education requirements of the job description for the position of Lead Equipment Mechanic.

Battalion Chief Greg Gabel stated that the District recently held recruitment for a Full-Time Lead Fire Equipment Mechanic and experienced a minimal applicant pool. During the process, staff determined that a specific education/certification requirement limited the number of qualified applicants. This certification (California Fire Mechanics Association Level II) was not reasonably attainable due to the COVID Pandemic shutdown.

It is recommended that the Human Resources Committee review the attached amended job description with the proposed changes and provide direction to staff

Director Ramos-Evinger asked Clerk of the Board Hency if there was Public comment.

There was no public comment.

Director Ramos-Evinger asked for committee comment.

Director Luth stated he thought the position had already been filled.

Fire Chief Williams reported that in the lead mechanic position only one person met the requirements at the time and that individual decided to stay with their previous employer.

Director Luth asked how long it normally takes someone to go through the EVT training for the different levels.

Battalion Chief Greg Gabel stated that the EVT 1 training process takes a minimum of 2 years. He stated the EVT 2 and EVT 3 are additional classes but the mechanic's academy is only held twice a year.

Battalion Chief Gabel stated that due to the time it takes to obtain the classes, they felt it was necessary to amend those requirements to allow the individual a two-year window to obtain the EVT 1, a third year for the EVT 2, and a fourth year for the EVT 3 certification.

Director Luth asked if we hired a mechanic that does not have those credentials then is the Fire District going to be out of compliance with any agency?

Battalion Chief Gabel stated that the requirements for their requisite training, most if not all, have ASE and standards of excellence training which covers all facets of mechanical work. He also stated that as far as the requisite training that is required to keep the district in compliance, they feel comfortable with the training they are requiring where the lead mechanic is concerned, including having them have the ASE certification and then giving them the appropriate time frame to complete their training for the EVT 1, 2 and 3. In addition, they are also requiring a minimum of four years experience in working on heavy equipment which includes fire apparatus, pumps, hydraulics, etc.

Director Luth asked if they are going to have a problem with the equipment not being properly maintained or repaired, and would someone else need to come in and certify the work?

Battalion Chief Gabel stated that it would not be a problem, and if the job would be too large for the district to handle then they send that project to larger companies. He reported that based on the time it takes to complete that project they currently send the work out to other agencies, and would continue to do so but the majority of the work is something the district's fire mechanics can handle.

Director Luth asked then what is the need for the EVT training if they are qualified with the ASE, and how does it benefit the district to have that level of training?

Battalion Chief Gabel stated that the mechanics association hosts courses twice a year. Those courses are specific to fire apparatuses and some of that training is in reference to the fire pumps. He explained that some of those pumps become more advanced and the training that is required to keep up on that skill level is what the courses at the fire mechanics association is hosting.

The Finance Committee agreed to move this item to the full board for approval as a New Business item.

Acting Deputy Chief Dean Smith asked if the item could be discussed at the Special Board Meeting on July 27, 2022.

Director Ramos-Evinger stated the item will be moved to be discussed on Wednesday, July 27, 2022.

ADJOURNMENT

The meeting was adjourned at 9:17 a.m.