

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # B-17

Urgent

Routine

CEO Concurs with Recommendation YES NO
(Information Attached)

AGENDA DATE May 24, 2011

4/5 Vote Required YES NO

SUBJECT:

Conditional Approval of the Transition of Office of Emergency Services/Fire Warden Employees to the New Modesto Regional Fire Authority Joint Powers Agency including a Reduction-in-Force Action of Three Full-time Filled Positions Effective June 21, 2011

STAFF RECOMMENDATIONS:

1. Conditionally approve the transition of existing Office of Emergency Services/Fire Warden employees to the Modesto Regional Fire Authority subject to final approval of staffing and benefits by the Modesto Regional Fire Authority Board at their June 2011 meeting.
2. Approve the reduction-in-force of three full-time allocated positions from the Office of Emergency Services/Fire Warden as outlined in the Staffing Impact section of this report effective June 21, 2011.

Continued on Page 2

FISCAL IMPACT:

On January 11, 2011 the Board of Supervisors approved the County's participation in a Joint Powers Agreement (JPA) which, along with the City of Modesto and the Salida Fire Protection District, formed the Modesto Regional Fire Authority. The JPA requires an annual ongoing financial commitment from the County General Fund, as well as the additional funding sources used to support the Office of Emergency Services and the County Fire Service Fund, using Fiscal Year 2010-2011 as a base.

Continued on Page 2

BOARD ACTION AS FOLLOWS:

No. 2011-327

On motion of Supervisor O'Brien Seconded by Supervisor Chiesa
and approved by the following vote,
Ayes: Supervisors: O'Brien, Chiesa, Withrow, DeMartini, and Chairman Monteith
Noes: Supervisors: None
Excused or Absent: Supervisors: None
Abstaining: Supervisor: None

- 1) Approved as recommended
- 2) Denied
- 3) Approved as amended
- 4) Other:

MOTION:

ATTEST:

Christine Ferraro
CHRISTINE FERRARO TALLMAN, Clerk

File No. J-6-2

STAFF RECOMMENDATIONS (Continued):

3. Authorize the Chief Executive Office to fulfill the operational activities associated with implementation of these recommendations.
4. Amend the Salary and Position Allocation Resolution to reflect the changes as outlined in the Staffing Impacts section of this report to be effective June 21, 2011.

FISCAL IMPACT (Continued):

The 2010-2011 Adopted Final Budget included appropriations totaling \$3,333,868 funded from \$1,549,933 in department revenue, the use of \$211,841 of departmental fund balance and a General Fund contribution of \$1,572,094. The budget is anticipated to increase by \$236,241 in Fiscal Year 2011-2012, with a General Fund commitment projected at \$1,763,090. It is anticipated that the Office of Emergency Services/Fire Warden will continue to budget the full amount necessary to support the Modesto Regional Fire Authority; however, only a portion of the funding will be paid to the new City of Modesto Agency Fund, acting as the fiscal agent for the new agency. Sufficient funding will be retained in the County to fully fund the remaining employees and associated facility costs.

DISCUSSION:

Out of respect for the County's Reduction-In-Force Policy the County will need to provide 21 days notice to employees of the reduction-in-force even though there will be a simultaneous transition to the City of Modesto. County employees last day with Stanislaus County is scheduled for June 20, 2011, with their first day with the City of Modesto scheduled for June 21, 2011. The City of Modesto will be recommending the transition of employees at their June 7, 2011 Council meeting. There are however, final details that need to be resolved including vacation and sick accruals and appropriate healthcare coverage in order to ensure all employees are treated fairly and equitably. It is anticipated that the Modesto Regional Fire Authority Board will approve the final staffing and benefit plans at their June 2011 meeting.

Background

The fire service in Stanislaus County is experiencing challenges associated with increased calls for service, declining revenues, increased mandates, issues related to efficient government as coordinated by the Local Agency Formation Commission (LAFCO), volunteer recruitment and retention, and the expectation for mandated services that are supported by fire agencies. These challenges are significant, and are impacting the ability of some agencies to respond to their emergency calls for service. The future viability of the fire service in this County is at risk.

In response to these challenges, representatives of the Modesto Fire Department, the Salida Fire Protection District, and the Stanislaus County Office of Emergency

Services/Fire Warden's Office came together to evaluate and recommend options to the Stanislaus County Board of Supervisors, the Modesto City Council, and the Salida Fire District Board for a regional plan to deliver more efficient and effective fire and life safety services and emergency management.

On June 22, 2010 a request was made for the Board of Supervisors to appoint two Board members to an Ad Hoc Committee; the Ad Hoc Committee was also to include two Modesto City Council members and two members of the Salida Board of Directors. This Committee's objective was to explore options for the development of a regional joint fire services delivery model; and to bring recommendations back to each board for consideration. The Board of Supervisors appointed Supervisor Grover and Supervisor O'Brien to the Committee.

The Ad Hoc Committee, along with the County Chief Executive Officer, the Modesto City Manager, the Modesto and Salida Fire Chiefs, the County Fire Warden, and City, County and Fire District attorneys met to explore options for a regional organization, and to find consensus on solutions to the identified challenges. The Committee considered the options for governance and directed staff to develop a Joint Powers Agreement (JPA) to define the organization, powers and purposes, funding and other responsibilities. The intent of the JPA is to create shared governance for all participating agencies where joint operations, governance and management is for the mutual benefit of each member agency and their respective residents, and to provide efficiencies and economies of scale through cooperation.

The Modesto Regional Fire Authority (Regional Fire) was created upon approval of the JPA by the Board of Supervisors and the Modesto City Council on January 11, 2011, and by the Salida Fire District Board of Directors on January 12, 2011.

Human Resources Transition Plan

The new JPA envisions a time in the future whereby Regional Fire will become a stand-alone public agency able to provide its own personnel/human resource services; however, it also states that initially the employer of record for all Regional Fire employees shall be the City of Modesto. In order to ensure an orderly transition the Regional Fire Human Resources (HR) Transition Team was formed consisting of representatives from Modesto, Salida Fire and the County. The purpose of the HR Transition Team was to jointly develop and implement a transition plan for employees to the new JPA.

The HR Transition Team identified several objectives for development that, once completed, would comprise the Human Resources Transition Plan. These include:

- Organizational chart
- Communications plan
- Labor issues
- Employee transition plan

Conditional Approval of the Transition of Office of Emergency Services/Fire Warden Employees to the New Modesto Regional Fire Authority Joint Powers Agency including a Reduction-in-Force Action of Three Full-time Filled Positions Effective June 21, 2011
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- Budget for staffing costs
- Insurance (E&O, workers compensation)

At this time, significant work on the Human Resource Transition Plan has been completed and a draft has been presented to the Regional Fire Board for informational purposes on May 20, 2011. It is anticipated that all remaining staffing and benefits issues will be resolved and the final plan will be presented to the Regional Fire Board for approval at the June, 2011 meeting. The Draft Plan is included at Attachment 1.

The new JPA has identified a Phase II which will provide future opportunities for other agencies to join and participate. The HR transition plan may be used as a template for other agencies in transitioning their employees to Regional Fire.

Impact on Office of Emergency Services/Fire Warden

Regional Fire is anticipated to have a total of 171 positions. Of those, 11 are from Stanislaus County – nine full-time filled positions, one personal services contractor and one extra-help employee. It was initially planned to transfer all existing Office of Emergency Services/Fire Warden staff to the City of Modesto, with the exception of two employees, who would remain County employees contracted to Regional Fire. As a result of the work accomplished by the HR Transition Team, it was determined that several County classifications did not fit within the existing City of Modesto classification structure. Additionally, one County employee has submitted a request to retire in the current Fiscal Year. At this time, it is recommended that three full-time employees and one personal services employee be transitioned to Regional Fire with the City as the employer of record, conditioned upon resolution and final approval of all staffing and benefits issues by the Regional Fire Board at their June, 2011 meeting. These three employees' classifications and job functions exist in the City of Modesto's structure. The remaining seven County staff will be contracted to and work directly for Regional Fire with the County serving as the employer of record. As the remaining County staff leaves County service, those vacant positions will be deleted as part of the next subsequent budget process, and Regional Fire will hire new employees as needed to fulfill all required functions.

POLICY ISSUES:

Acceptance of this item supports the Board's priorities of Effective Partnerships and Efficient Delivery of Public Services by enhancing the regional delivery of public safety services, leveraging the resources of the County and its partners, and providing a platform for other agencies to join in the future.

STAFFING IMPACT:

Currently there are nine full-time allocated positions in the Chief Executive Office – Office of Emergency Services/Fire Warden, all of which are filled. This agenda item recommends the deletion of three full-time filled allocated positions requiring the

Conditional Approval of the Transition of Office of Emergency Services/Fire Warden Employees to the New Modesto Regional Fire Authority Joint Powers Agency including a Reduction-in-Force Action of Three Full-time Filled Positions Effective June 21, 2011
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approval of a reduction-in-force action, in order to transition these positions and employees to the City of Modesto as employer of record for the Modesto Regional Fire Authority. The recommended effective date for the position changes is June 21, 2011. If however, the Regional Fire Board does not approve the final Transition Plan during its June, 2011 meeting, staff will return to the Board of Supervisors to recommend a rescission of the reduction-in-force action.

The position detail for the recommendation is included in the table below. It is recommended the Salary and Position Allocation Resolution be amended to reflect the recommended position changes effective June 21, 2011.

Recommended Changes in Salary and Position Resolution					
Allocated Budget Link	Position	Allocated Classification	Filled Vacant	Filled Classification	Recommendation
County Fire Service Fund	011588	Fire Prevention Specialist II	Filled	Fire Prevention Specialist II	Delete Position
County Fire Service Fund	011588	Fire Prevention Specialist II	Filled	Fire Prevention Specialist II	Delete Position
Office of Emergency Services	010740	Deputy Fire Warden/Deputy Director OES	Filled	Deputy Fire Warden/Deputy Director OES	Delete Position
Total Positions	3				

Recognizing the potential impact this recommendation may have on the County's workforce, representatives from the Chief Executive Office have discussed the potential impacts of this action with the affected labor organizations.

The County is continuing to work to resolve issues to ensure that employees transferring to the City of Modesto are treated fairly and equitably. The County is currently reviewing all employee compensation plans including healthcare coverage and the handling of vacation and sick accruals for employees transitioning to the Modesto Regional Fire Authority.

Meetings will also be held with each of the three impacted employees in order to provide an explanation of their new salary and benefit packages with the City of Modesto. The Office of Emergency Services/Fire Warden currently employs one extra-help employee in a classification not impacted by this action. Additionally, one personal services contract will be terminated and that individual will be employed by the City of Modesto for the Modesto Regional Fire Authority.

CONTACT INFORMATION:

Patricia Hill Thomas, Chief Operations Officer. (209) 525-6333

MODESTO REGIONAL FIRE AUTHORITY

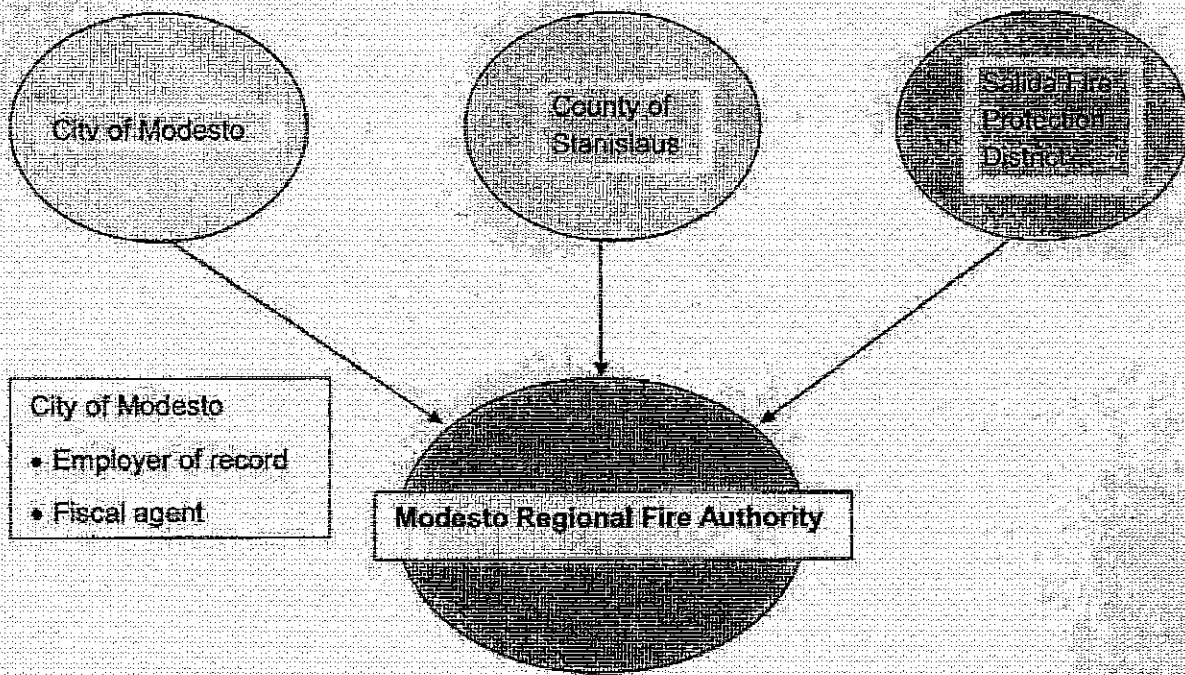
HUMAN RESOURCES TRANSITION PLAN

May 5, 2011

OVERVIEW

In January 2011 the Modesto Regional Fire Authority (Regional Fire) was formed through a Joint Powers Agreement (JPA) between the City of Modesto, Salida Fire Protection District and the County of Stanislaus. Regional Fire was formed to meet the current challenges facing the fire service, and to provide critical public safety services in a more efficient and effective manner. Bringing three separate public agencies under one administration presents opportunities to effectively and efficiently serve our communities, but requires significant planning, analysis and collaboration to be successful.

Diagram 1. Modesto Regional Fire Authority, Joint Powers Agreement January 2011



Currently, substantial work is underway on elements of the organizational plan to allow transition from three partner agencies to one regional organization. Those elements given first priority include development of an organizational chart, a plan to transition employees from three agencies to one employer of record, and a fiscal analysis to understand the impacts of staffing on resources. This report contains the plan for employee transition.

DRAFT

HUMAN RESOURCES TRANSITION PLAN

The JPA envisions a time in the future whereby Regional Fire will become a stand-alone public agency able to provide its own personnel/human resource services; however, it also states that initially the employer of record for all Regional Fire employees shall be the City of Modesto. In order to ensure an orderly transition the Regional Fire Human Resources (HR) Transition Team was formed consisting of representatives from Modesto, Salida Fire and the County. The purpose of the HR Transition Team is to jointly develop and implement a transition plan for employees to the new JPA.

The HR Transition Team identified several objectives for development that, once completed, would comprise the Human Resources Transition Plan. These include:

- Organizational chart
- Communications plan
- Labor issues
- Employee transition plan
- Budget for staffing costs
- Insurance (E&O, workers compensation)

A timeline for completion was also developed to ensure employee transition would occur timely, which is determined to be prior to July 1, 2011. The objectives and their status are discussed next.

Organizational chart - completed

Working together, Chief Kraus, Chief Hinshaw and Chief Skiles developed a preliminary organizational chart that reflects the initial positions necessary to staff Regional Fire. The organizational chart is included as Attachment A. The structure of Regional Fire includes one Fire Chief position and four divisions:

- Operations;
- Support;
- Office of Emergency Services (OES) / Fire Warden; and
- Fire Prevention.

The Operations Division includes all fire suppression positions, special operations, training and volunteer management functions. The Support Division includes budget, program development, human resources, communications, payroll and emergency medical services coordination. The OES/Fire Warden Division includes emergency services coordination as well as emergency services training and planning. The Fire Prevention Division includes the Deputy Fire Marshall and Fire Prevention Bureau. There are a total of 171 positions in Regional Fire; of the total, 148 are currently with the City of Modesto, 12 are current Salida Fire Protection District positions and 11 positions are from Stanislaus County.

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Communications plan – in progress

A communications plan is necessary to ensure all information is transmitted accurately and timely to the appropriate groups. The plan is reflected at Attachment B and includes two letters to prospective employees, two letters to labor groups, customized employee “fact sheets” describing compensation, benefits, work plans, etc, and the identification of a single point of contact for prospective employees to field questions and concerns regarding the transition to Regional Fire. To date, the first of two letters has been sent to employees, the first of two letters has been sent to labor groups and the single point of contact has been identified. The customized fact sheets are in work and described further in the Employee Transition section of this report.

Labor issues – in progress

As indicated in the communications plan, a letter was sent to three City of Modesto labor associations to provide an opportunity for the organizations to meet and confer over the impacts of the decision to transition Salida Fire and County employees into the City of Modesto system. This letter is available as Attachment C. The three labor organizations are Modesto City Fire Fighters Association (MCFFA), Modesto Confidential and Management Association (MCMA) and Modesto Police & Fire Non Sworn Association (MPNSA). All three labor organizations have requested the opportunity to meet and confer over the impacts. These discussions are ongoing and the parties will continue to meet to resolve issues related to the transition of employees.

Employee transition plan – in progress

The employee transition plan, located at Attachment D, defines the process and procedures necessary to transition Salida Fire and County employees into the City of Modesto as employer of record for Regional Fire. The HR Transition Team has identified 12 Salida Fire employees, three County employees and one County personal services contractor, to become City of Modesto employees as part of Regional Fire, effective June 21, 2011. Based on positions identified in the organizational chart, all prospective employees were asked to submit City job applications for use in determining minimum qualifications for the positions. The HR Transition Team reviewed each prospective employee's newly identified position to understand the full impact on salary, benefits and other pays in an effort to keep the individuals as close to their current wage and benefits as possible. Once the position classification work was finalized, the budget was reviewed to ensure sufficient funds are available for staffing costs.

As part of the transition of employees, it is proposed to use each prospective employee's current seniority. The City is proposing to waive the prospective Regional Fire employees' probationary period. Prospective employees will receive vacation and sick leave cash-outs from their current employer at the time of their transition.

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Work is underway to develop individual fact sheets to include all pays, accrual rate, retirement comparisons and benefits for each prospective employee. Members of the HR Transition Team will meet with each prospective employee to review the fact sheets and answer any questions after JPA Board approval of this plan. Additionally, work continues with CalPERS to fully understand the ramifications of merging two PERS retirement systems (Salida Fire and City of Modesto). It is understood that the City of Modesto will not assume any existing CalPERS liability from Salida Fire. Further, the City of Modesto and Salida Fire have agreed to work out payment arrangements, if necessary, should the existing CalPERS liability from Salida Fire be transferred to City of Modesto.

In addition to the four County employees identified above for transition to the City, there are six more County employees who will work directly for Regional Fire and remain as County employees for the time-being. This determination is made in the interest of both agencies and the employees. It is anticipated that, upon retirement or other termination of employment with the County, the positions will be transferred to Regional Fire and filled by the employer of record at that time.

Budget for staffing costs - completed

There is a separate transition team for overall budget; however, it is important for the HR Transition Team to ensure sufficient funding is projected to cover all employee-related costs. Attachment E includes the preliminary 2011-2012 budget projection for Regional Fire, and was presented to the JPA Board on April 27, 2011. As reflected, the initial estimated cost of wages and benefits is \$26,136,381 and is estimated to be sufficient for all employee-related costs.

Insurance – in progress

City of Modesto Risk Management is working to procure first dollar workers' compensation coverage for the JPA as of July 1, 2011. An actuarial study will be needed to determine premium rates for the coverage and will be performed by Bickmore Risk Services. Staff is currently gathering loss and exposure data for the analysis and will request the same from Salida and the County. Once completed, the study will be provided to CSAC-EIA (the City's current excess insurance provider) to obtain quotes for coverage. Since the City is the employer of record, Regional Fire remains under the purview of the City's certificate and must stay with the City's insurer. The City is also working to procure a separate workers' compensation insurance policy covering the Regional Fire volunteers.

While the City is currently self-insured for the first \$500,000 for each claim, it would be preferable to fully insure the Regional Fire exposure effective July 1, 2011, to allow separate and distinct monitoring of Regional Fire liabilities, as distinguished from City of Modesto liabilities. This will enable a clean transition at the time Regional Fire becomes a stand-alone agency and employer of record of its employees.

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The City is also exploring other lines of insurance for Regional Fire to cover general/auto liability as well as property insurance for the equipment.

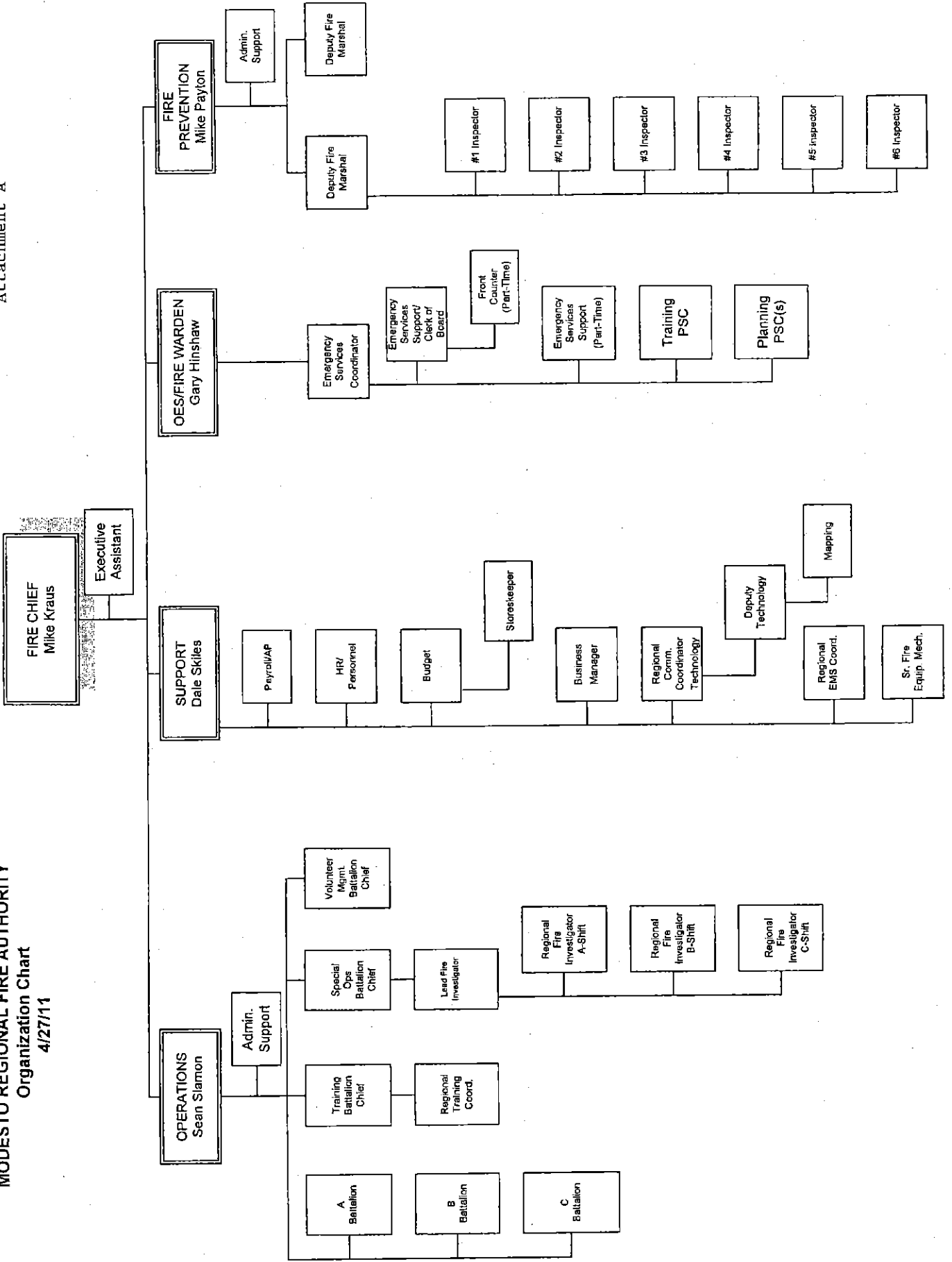
SUMMARY

The HR Transition Plan is presented to ensure an orderly and equitable transition to the City of Modesto as employer of record, for existing employees of Salida Fire Protection District and the County of Stanislaus. The HR Transition Team has worked diligently to identify and resolve all potential barriers and challenges inherent in such a transition, and will continue to work through the full transition period. The timeline of events is included here as Attachment F.

Upon approval of the HR Transition Plan by the JPA Board, the three member agencies will present the plan to their respective governing boards for approval and at that time, will effect any reductions-in-force or other staffing actions necessary to transition the prospective employees.

MODESTO REGIONAL FIRE AUTHORITY
Organization Chart
4/27/11

Attachment A



Draft MRFA Communications Plan

Step/Sequence

1. **Letter to All Employees, Salida, County, Modesto** **April 18, 2011**

An exciting future ahead, will keep you informed, part of a historic effort, general timeline, care for how this impacts the community and each and every employee personally, signed by the three Chiefs. Commit to continuous communications.
2. **Letter to all involved Labor Groups** **April 21, 2011**

This letter would be general, outline schedule and opportunity to continue to work with the labor groups in this historic effort. Commit to continuous communications.
3. **Identify a single point of Contact for Employees** **Before 1st Letter**

Identify a single coordinated contact to receive employee questions, concerns and bring back to the new combined HR/Budget Work Group.
4. **Establish a Web Site/Link to existing County, Salida employees** **Before 1st Letter**

Modesto web sites to promote information sharing
5. **Agenda Item for the first JPA Meeting** **April, 2011**

The overall milestone schedule would be provided as well as an update at the 1st JPA meeting.
6. **Customized Employee Fact Sheet to all Employees of MRFA** **May 6, 2011**

This will be the "what it means to me" for every employee coming to MRFA with the overall final transition plan as well as a customized fact sheet regarding compensation, benefits, work plans, etc.
7. **Second Letter to Employees, Labor Groups** **May 16, 2011**

Finalize Overall Plan, Reconcile Fiscal Expectations, meet labor obligations and provide an overview of the Overall Plan. Outline recommendations that will be made to the various Governing Boards.
8. **Simultaneous and Coordinated Agenda Action Reports** **May 24, 2011**

This will be a coordinated effort to summarize the overall final plan, fiscal actions and recommendations and recommended actions to implement the transition to the MRFA Joint Powers Agency on July 1, 2011.
9. **Public Information Campaign** **Before July 1**

This will provide important public information about the changes, expectations and assurances for a continued focus on collaboration and public safety.



Attachment C

**Modesto Regional
Fire Authority**

600 11th Street
Modesto, CA 95354
209/572-9590
209/491-4456 Fax

Hearing and Speech
Impaired Only
TDD 209/426-9211

April 21, 2011

TO: Tim Tietjen, Modesto City Fire Fighters Association (MCFFA)
Laurie Smith, Modesto Confidential and Management Association (MCMA)
Art Miller, Modesto Police Non-Sworn Association (MPNSA)

FROM: Dee Williams-Ridley, Deputy City Manager and Michael Kraus, Fire Chief

SUBJECT: **MODESTO REGIONAL FIRE AUTHORITY TRANSITION**

As you are aware, in January 2011 the Modesto City Council, the Stanislaus County Board of Supervisors and the Salida Fire Protection Board of Directors approved the creation of a new Joint Powers Agency (JPA), Modesto Regional Fire Authority, joining together the three agencies to provide essential public protection services to the communities we serve. This is an excellent opportunity to combine services and resources to better serve the citizens of Modesto, Salida and Stanislaus County.

While ultimately, the Modesto Regional Fire Authority will become a stand-alone agency; the City of Modesto will become the employer of record for the JPA in the interim. In order to ensure an orderly transition a Modesto Regional Fire Authority Human Resources Transition Team has been formed consisting of representatives from Modesto, Salida Fire Protection District and Stanislaus County Fire Warden's Office. The purpose of the Transition Team is to jointly develop and implement a transition plan for employees to the new JPA. The Human Resources team has identified 12 employees who will transfer from the Salida Fire Protection District and four employees who will transfer from Stanislaus County Fire Warden's Office to become City of Modesto employees. These 16 employees will be placed in several job classifications that are represented by MCFFA, MCMA and MPNSA.

For budgetary purposes, the Transition Team proposes that these employees become City of Modesto employees effective June 21, 2011. Below are the parameters outlined for the transition of employment with our partner agencies. We are happy to set up a time to meet and confer the transition plan with you.

Employee Transition:

- The three jurisdictions - City of Modesto, Salida and Stanislaus County - will be responsible for funding their respective levels of service, while the City of Modesto is the employer of record for the JPA. Any reductions in force as a result of the individual agency funding decisions will impact that Agency's original employees until the Modesto Regional Fire Authority Governing Board determines otherwise.
- Employees would bring with them their current seniority date.
- For each transitioning employee, sick leave will be advanced the first year.
- For MCFFA bargaining unit, the employee's seniority date would be retained for purposes of shift bidding which would be integrated with current City of Modesto MCFFA employees.
- Salida Fire Protection District and Stanislaus County Fire Warden's Office employees would not serve a probationary period.
- Health benefits waiting period will be waived.
- Newly-hired employees under the JPA would be subject to the provisions of the respective City of Modesto's MOUs.

MCFFA	MCMA	MPNSA
Article 10 – Salary Rates and Step Advances	Article 5 – Salary Rates and Step Advancements	Article 5 – Salary Rates and Step Advancements
Article 11 – Educational Pay	Article 7 – Probation	Article 24 - Vacation
Article 17 – Minimum Staffing	Article 19 – Vacation	Article 26 – Sick Leave
Article 25 – Probation	Article 21 – Sick Leave	Article 29 – FMLA
Article 29 – Layoff and Demotion Procedures upon Reduction in Force	Article 24 – FMLA	Article 33 – Retiree Health Insurance
Article 31 – Vacation	Article 32 – Retiree Health Insurance	Article 37 – Probation
Article 32 – Sick Leave	Article 40 – Layoff and Demotion Procedures upon Reduction in Force	Article 38 – Layoff and Demotion Procedures upon Reduction in Force
Article 34 – Family Care Leave (FMLA)		Article 47 – Agency Shop
Article 46 – Station Assignments		
Agency Shop – per LOU dated 10/12/10		

We are very excited about the formation of this group and we will continue to keep you informed as the transition progresses. Enclosed for your information is a copy of a recent memo that was sent to the transitioning employees of Salida Fire Protection District and Stanislaus County.

If you wish to meet and confer regarding the transition, please contact Jill Peltier at 577-5209. Should we not hear from you by Friday, April 29, 2011, we will move forward with the transition plan. Thank you.

Attachment

cc: Jill Peltier
Kim Gillingham, Goyette & Associates
Michael Jarvis, Mastagni, Holstedt, Amick, Miller, Johnsen & Uhrhammer

Modesto Regional Fire Authority HR Work Group Timeline

Employee Transition	Completion Date
1. Identify employees to transition.	4/12/2011
Employees transferring from Salida or County complete City of Modesto job applications and provide certification and education information.	4/15/2011
3. Determination of transferring personnel's new classification, salary and any special pays.	4/18/2011
4. Employees' seniority validated	4/12/2011
5. Work with budget committee on salary/benefit costs Develop individual employee transition plans. Transition plans will provide employees with information on City of Modesto salaries and benefits.	4/19-4/25
6. Obtain determination from the Public Employees' Retirement System on how to handle the transition of Salida Fire Protection District employees to City of Modesto employees.	5/6/2011
7. District employees to City of Modesto employees.	5/6/2011
8. Member agencies prepare recommendations and obtain approvals for required personnel actions (RIF, etc).	5/10/11
9. Conduct one-on-one meetings with transferring employees	May 24-31, 2011
10. All agencies complete required paperwork	21-Jun-11

MODESTO REGIONAL FIRE AUTHORITY	
Preliminary 2011-2012 Budget	
EXPENDITURES	2011-2012 Projected
Wages and Benefits	\$26,136,381
Internal Service Charges	\$986,117
Services and Supplies	\$3,491,411
OPERATING EXPENDITURES	\$30,613,909
REVENUE	
City of Modesto	\$26,076,083
Stanislaus County	\$2,164,234
Less Than County Wide Fire Tax	\$1,262,689
Salida Fire District	\$1,110,903
TOTAL REVENUE FOR OPERATIONS	\$30,613,909

This budget is preliminary, based on current information. The numbers will change based on budget adjustments implemented by the City of Modesto.

Final Review
5/27/11

Final Approval
5/27/11

Final Approval
5/27/11

Final Approval
5/27/11

Final Approval
5/27/11

Final Approval
5/27/11

Task	Start	End	Start	End	Start	End	Start	End	Start	End			
April	11-17	18-24	25-1	May	2-8	9-15	16-22	23-29	30-5	6-12	13-19	20-26	27-

Org
Chart
4-13-11

Com
plan
4-15-11

Employee
Transition
5-18-11

Insurance
4-27-11

Budget
4-18-11

Labor
4-25-11

Written
Document
5-10-11

Approvals
5-24-11

6-8-11

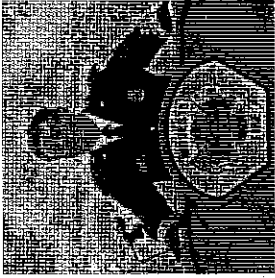
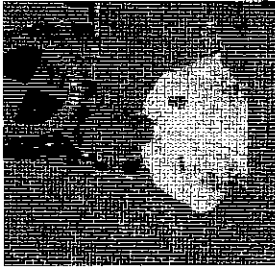
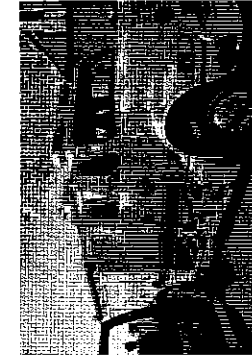
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5-25-11

Regional Fire
HR Team Deadlines

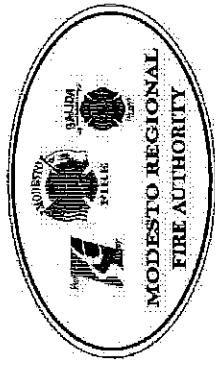
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Modesto Regional Fire Authority



PowerPoint Presentation

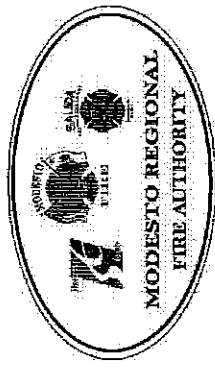
Regional Fire Authority



Mutual Interests

- Committed to implementing long-term solution for the current challenges facing fire service
- Identifying alternatives to limited and declining revenues
- Ensuring that adequate fire and life safety services are provided to the communities we serve today and in the future
- Developing regional fire systems

Regional Fire Authority



Goals

- Adapt to today's changing environment
- Provide efficient/effective fire and life safety services
- Eliminate and avoid duplication of services
- Respect and provide for employees' interests

Regional Fire Authority



Goals

- Maintain Qualified personnel
- Ensure representation of constituents
- Support a safe work environment for firefighters
- Secure adequate and stable funding

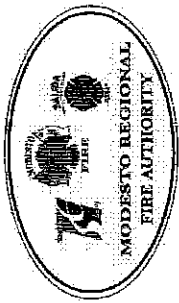
Regional Fire Authority



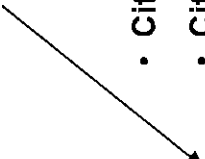
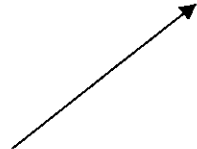
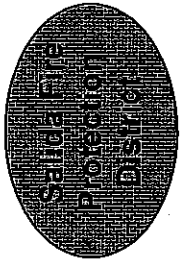
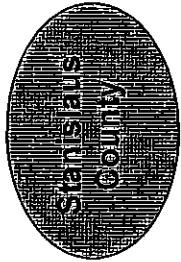
Guiding Principles

- To determine the most effective way to sustain and enhance the delivery of fire and life safety and emergency services to the public
- To provide for the safety and welfare of our employees
- To develop a regional model to meet the mission and core values of the individual agencies

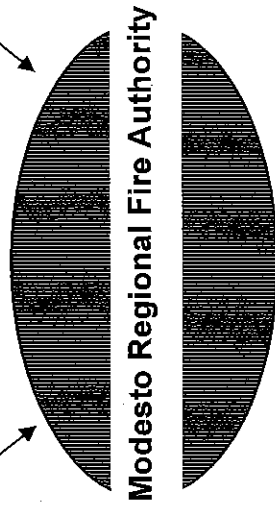
Modesto Regional Fire Authority



Modesto Regional Fire Authority Joint Powers Agreement formed January 2011



- City of Modesto Employer of Record
- City of Modesto Finance of Record

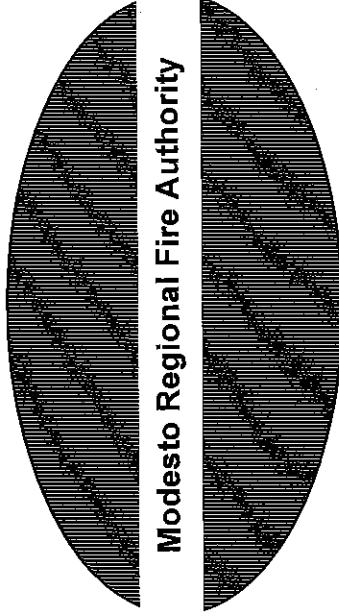


"Regional Fire"

Modesto Regional Fire Authority

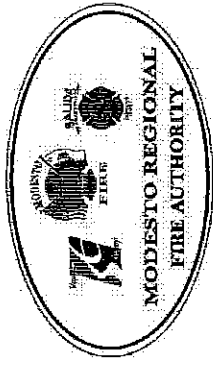


**Ad Hoc Committee Direction
(Modesto, Stanislaus County and Salida)**



Independent Joint Powers Authority (JPA)

Regional Fire Authority



Prioritized Transitional Plans: Original Members

- **Human Resource / Employee Transition**
- **Finance/Budget**
- **Governance**

Regional Fire Authority



Additional Transitional Plans:

- **Operations**
- **Communication / Information Technology**
- **Facilities**
- **EMS Services**

Regional Fire Authority



Additional Transitional Plans:

- **Training**
- **Office of Emergency Services / Emergency Management**
- **Fire Prevention**

Human Resource/Employee Conditional Transition Plan

May 24, 2011: The Board of Supervisors considers:

- Conditional approval of the transition of Office of Emergency Services/Fire Warden employees to the Modesto Regional Fire Authority, subject to final approval of staffing and benefits by the Modesto Regional Fire Authority Board; and
- A reduction-in-force action of three full-time allocated positions from the Office of Emergency Services/Fire Warden to provide 21 days notice to affected employees

Human Resource/Employee Conditional Transition Plan

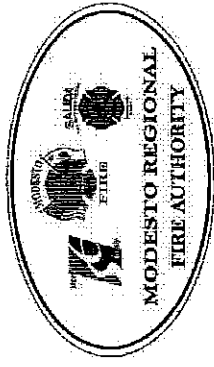
June 7, 2011: The Modesto City Council will consider approval of the creation of the allocated positions.

June 8, 2011: Final Plan will be presented to the Modesto Regional Fire Authority Board for adoption on June 8, 2011.

Human Resource/Employee Conditional Transition Plan

- The intent is to ensure a fair and equitable transition of employees
- Due to the complexity of transitioning three separate agencies into one, work continues on defining compensation packages for affected employees.

Regional Fire Authority

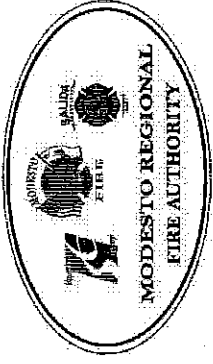


MODesto REGIONAL FIRE AUTHORITY
 Preliminary 2011-2012 Budget

	2011-2012 Projected
EXPENDITURES	
Wages and Benefits	\$26,136,381
Internal Service Charges	\$986,117
Services and Supplies	\$3,491,411
OPERATING EXPENDITURES	\$30,613,909
REVENUE	
City of Modesto	\$26,076,083
Stanislaus County	\$2,164,234
Less Than County Wide Fire Tax	\$1,262,689
Salida Fire District	\$1,110,903
TOTAL REVENUE FOR OPERATIONS	\$30,613,909

This budget is preliminary, based on current information. The numbers will change based on budget adjustments implemented by the City of Modesto.

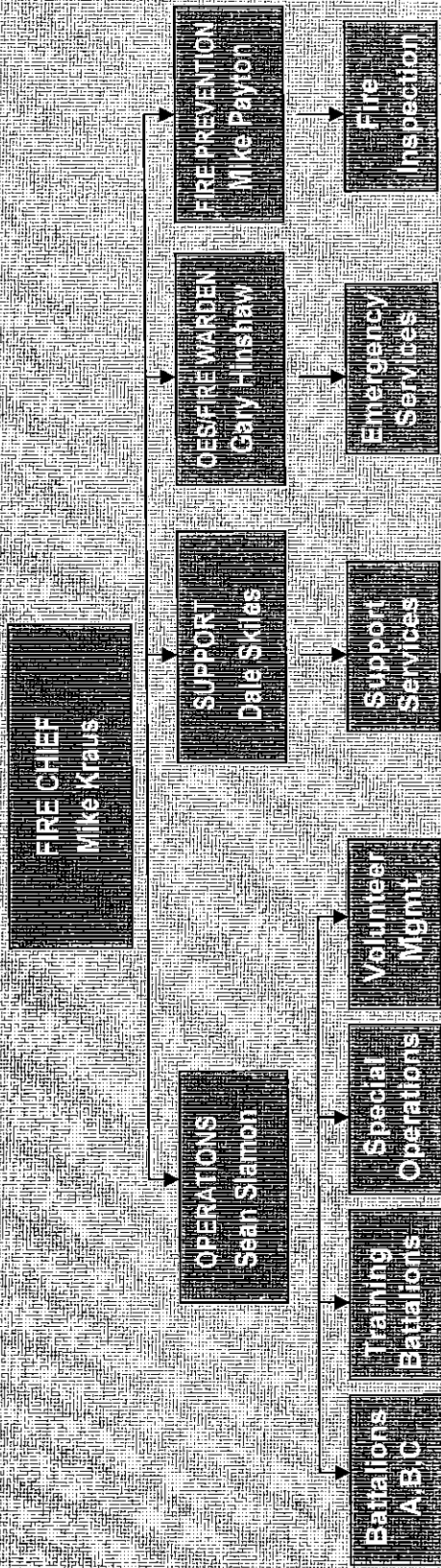
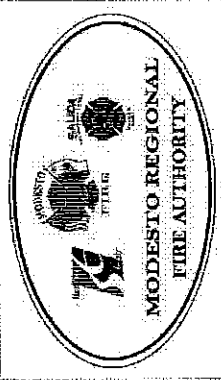
Regional Fire Authority



Budgeted Positions

Area	FY 2011 Authorized Positions	Current Positions
Administration	3	2
Operations	144	143
Fire Prevention	12	12
Support Services	11	11
OES	8	8
Total Employees	178	176

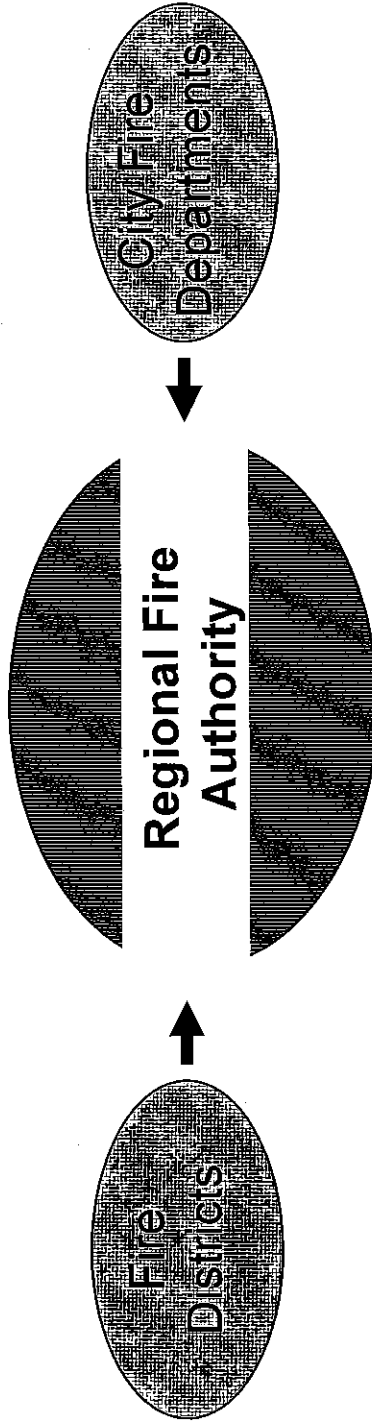
Regional Fire Authority



Modesto Regional Fire Authority



Phase II Opportunity for Further Efficiencies

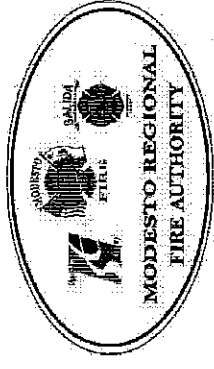


Staff Recommendations



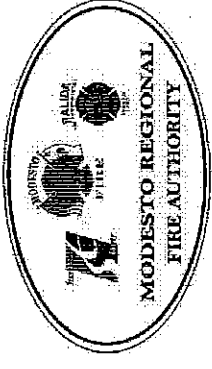
- 1. Conditionally approve the transition of existing Office of Emergency Services/Fire Warden employees to the Modesto Regional Fire Authority subject to final approval of the staffing and benefits by the Modesto Regional Fire Authority Board at their June 2011 meeting.**

Staff Recommendations

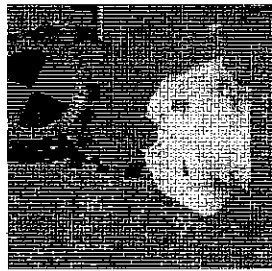
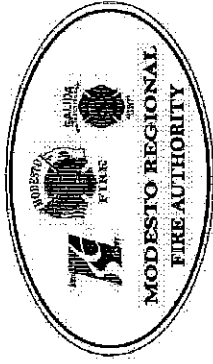


2. Approve the reduction-in-force of three full-time allocated positions from the Office of Emergency Services / Fire Warden as outlined in the Staffing Impacts section of this report effective June 21, 2011.

Staff Recommendations



- 3. Authorize the Chief Executive Office to fulfill the operational activities associated with implementation of these recommendations.**
- 4. Amend the Salary and Position Allocation Resolution to reflect the changes as outlined in the Staffing Impacts section of this report to be effective June 21, 2011.**



Questions