

Members of the public may address the City Council on any item shown on the agenda or matter of the Council's authority after completion of "Request to Address the Council Form" available in the lobby of the Council Chambers or in the City Clerk's office. This form must be completed 15 minutes prior to the scheduled meeting time. Pursuant to Section 54957.5 of the California Government Code, Any writings (Except for those writings which are exempt from disclosure) which are distributed to all or a majority of the members of the City Council are available for public inspection in the lobby of the City Council Chambers and in the office of the City Clerk during regular business hours.

**COMPTON CITY COUNCIL
AGENDA
12/26/2018
5:30 PM**

OPENING

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

INTRODUCTION OF SPECIAL GUESTS

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

CONSENT AGENDA

Consent items are routine and expected to be non-controversial. They will be acted upon by the Council at one time without discussion unless a Council Member request an item to be removed or discussed.

HUMAN RESOURCES

1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION PLAN BY ADDING THE REVISED POSITION CLASSIFICATION OF DEPUTY FIRE CHIEF POSITION TO THE COMPTON FIRE DEPARTMENT

2. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO THE SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY FOR METROLINK TRAIN PASSES (\$70,000)

NEXT REGULAR MEETING: 1/3/2019 @ 5:30 PM

Visit our website at <http://www.comptoncity.org>

December 26, 2018

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: RONERICK SIMPSON, FIRE CHIEF
COMPTON FIRE DEPARTMENT**

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON APPROVING AN AMENDMENT TO THE POSITION
CLASSIFICATION PLAN BY ADDING THE REVISED POSITION
CLASSIFICATION OF DEPUTY FIRE CHIEF POSITION TO THE
COMPTON FIRE DEPARTMENT**

SUMMARY

The City Council will consider adopting a resolution that will amend the Position Classification Plan to revise the existing classified position of Deputy Fire Chief for the Compton Fire Department.

BACKGROUND

The City Manager authorized a review of the City's current Position Classification Plan to include the position of Deputy Fire Chief.

On June 27, 2018, the City and representatives of the applicable employee bargaining union, Compton Management Employees Association ("CMEA")/AFSCME Local 2325, met, conferred and agreed to amend the Position Classification Plan to include the revised classification specifications of Deputy Fire Chief.

Subsequent to conducting a properly noticed and public hearing on October 30, 2018, the Personnel Board voted to recommend that the City Council approve an amendment to the Position Classification Plan to revise the existing position classification of Deputy Fire Chief.

STATEMENT OF ISSUE

After review, staff has determined it to be fair and necessary to amend the classification specification of Deputy Fire Chief.

The primary purpose for amending the current classification is to remove the required completion of the Certificated Fire Chief program through the State of California or the National Fire Academy Executive Fire Officer Program as it was determined it was an unnecessary requirement. The parties also agreed to amend the language requiring a valid California Class C Driver's License at the time of appointment to consider applicants outside of California.

FISCAL IMPACT

The salaries for the this revised classification is already included in the City's 2018-2019 Fiscal Year's budget; therefore no anticipated fiscal impact will result from approving the requested action.

RECOMMENDATION

It is recommended that the attached Resolution be adopted by the City Council.

**JESENIA SANCHEZ, HUMAN RESOURCE ANALYST
HUMAN RESOURCES DEPARTMENT**

**RONERICK SIMPSON, FIRE CHIEF
COMPTON FIRE DEPARTMENT**

APPROVED FOR FORWARDING:

**CECIL W. RHAMBO, JR.
CITY MANAGER**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION PLAN BY ADDING THE REVISED POSITION CLASSIFICATION OF DEPUTY FIRE CHIEF POSITION TO THE COMPTON FIRE DEPARTMENT

WHEREAS, the City Manager had authorized a review of the current Position Classification Plan; and

WHEREAS, based upon that review, staff has determined it to be fair and necessary to amend the classification specification of Deputy Fire Chief; and

WHEREAS, the primary purpose for amending the current classification is to remove the required completion of the Certificated Fire Chief program through the State of California or the National Fire Academy Executive Fire Officer Program as it was determined it was an unnecessary requirement and it was also agreed to amend the language requiring a valid California Class C Driver's License at the time of appointment to consider applicants outside of California; and.

WHEREAS, on June 27, 2018, the City and representatives of the applicable employee bargaining union, Compton Management Employees Association ("CMEA")/AFSCME Local 2325, met, conferred and agreed to amend the Position Classification Plan to include the revised classification specifications of Deputy Fire Chief; and

WHEREAS, subsequent to conducting a properly noticed and public hearing on October 30, 2018, the Personnel Board voted to recommend that the City Council approve an amendment to the Position Classification Plan to revise the existing position classification of Deputy Fire Chief; and

WHEREAS, the position and salary for this proposed revised classification specification is included in the 2018-2019 Fiscal Year budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the existing classification specification for the Deputy Fire Chief position is hereby abolished.

Section 2. That the revised classification specification for the Deputy Fire Chief position is hereby approved and added to the City of Compton Position Classification Plan.

Section 3. That a duly certified copy of this Resolution shall be filed in the offices of the City Manager, City Clerk, City Controller, Human Resources and the Compton Fire Department.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2018.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

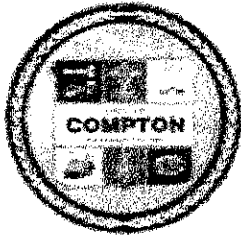
STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor and attested to by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2018.

That said Resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSTAIN: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON



July 3, 2018

On June 27, 2018 representatives of the City of Compton and Compton Management Employees Association AFSCME Local 2325, AFL-CIO, Council 36 met to discuss modifications to the Deputy Fire Chief classification. Specifically, to clarify the Required Licenses or Certifications required for this position. The City's primary purpose was to remove the required completion of the Certificated Fire Chief program through the State of California or the National Fire Academy Executive Fire Officer Program as it was determined it was an unnecessary requirement. The parties also agreed to amend the language requiring a valid California Class C Driver's License at the time of appointment to consider applicants outside of California.

The City is not recommending a salary change. The recommended changes in the duties are internally aligned with the existing salary placement at Salary range 191E which includes the 3% salary increase effective 7/1/2018.

Desmond Fletcher, AFSCME 2325

Date

Rosalind Rambo, AFSCME 2325

Date

Ronerick Simpson, Fire Chief

Date

Mily C. Huntley, Assistant City Manager

Date

Jesenia Sanchez, Human Resource Analyst

Date



City of Compton

DEPUTY FIRE CHIEF

Department: Fire

Class Code:

7117

Revised Date: September 2008

FLSA Status:

Exempt

Personnel Board Approved: 07/09/09

Bargaining Unit:

AFSCME 2325

Council Approved: 07/20/10

Resolution No. 23,161

GENERAL PURPOSE: Under administrative direction of the Fire Chief, is second in the command structure of the Fire Department, assists the Fire Department Director, and assists the Chief in ensuring prompt and efficient emergency services; fire suppression, EMS, effective fire prevention and environmental control; and community outreach and training in fire safety, and emergency management/disaster preparedness; coordinates assigned activities with other City departments and outside agencies; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the administrative direction of the Fire Chief; serves as Acting Fire Chief in his/her absence; and exercises supervision over subordinate supervisory, technical, firefighting and support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assumes full management responsibility for all Fire Department personnel and activities including fire suppression, emergency services, EMS, effective fire prevention and environmental control; and community outreach and training in fire safety, and emergency management/disaster preparedness.
- Assists with the development and implementation of the Fire Department goals, objectives, policies and priorities for each assigned service area; establishes appropriate service and staffing levels within City policy; allocates resources accordingly.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors work load, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and directs the implementation of changes.
- When called upon, represents the Department to other City departments, elected officials and outside agencies; explains and interprets departmental programs, policies and activities; negotiates and resolves sensitive, significant, and controversial issues.
- Assists with the selection, training, motivation and evaluation of Department personnel, provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
- Participates in the development and administration of the Department budget; forecasts funds needed for staffing, equipment, materials, and supplies; assists with monitoring and approval of expenditures; prepares and presents to the Fire Chief needed budgetary adjustments as necessary.
- Prepares, reviews and approves the formal performance evaluation of department staff, and coaches staff for improvement and development; initiates disciplinary action up to and including dismissal as required to correct behavior.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

- Provides staff assistance to the Fire Chief; composes, reviews, edits and approves all reports including requests for Council action and weekly or monthly reports of departmental activity.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a Bachelor's degree from an accredited college or university in Fire Science, Business/Public Administration or a related field; AND ten (10) years increasingly responsible professional and administrative experience in all major functions of fire service, including at least three years in an administrative or supervisory capacity at the rank of Battalion Chief, OR at least five years in an administrative capacity at the rank of Fire Captain; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- Completion of Certified Fire Chief program through the State of California or the National Fire Academy Executive Fire Officer Program.

Required Knowledge of:

- City organization, operations, policies and procedures.
- City Code, City Ordinances, Standard Operating Manual, personnel policies and procedures, and applicable Memoranda of Understanding.
- Principles and techniques of fire department organization and administration.
- Methods of fire fighting, fire inspection and fire prevention.
- Geography, types of building construction, major fire hazards, water supply, fire and building laws and zoning regulations of the City.
- Appropriate safety precautions and procedures.
- Laws and regulation related to hazardous materials.
- Organizational and management practices applicable to the analysis and evaluation of programs, policies and operational needs.
- Principles and practices of organization, administration and personnel management.
- Principles and practices of budget preparation and administration.

Required Skill in:

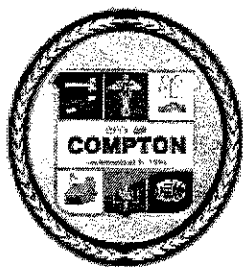
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, regulatory agencies, contractors, community groups, local businesses, and the general public.
- Developing and administering budgets and monitoring expenditures.
- Supervising, leading, and delegating tasks and authority.
- Responding effectively to emergency situations.
- Operating a vehicle in emergencies.

City of Compton
Deputy Fire Chief

- Operating a personal computer utilizing standard and specialized software.
- Establishing and maintaining effective working relationships with co-workers and the public.
- Effective verbal and written communication.

Physical Demands / Work Environment:

- Work is primarily performed in a standard office environment.
- Work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees) with exposure to environmental hazards associated with emergencies.
- Work requires light lifting, carrying, driving and on occasion climbing (up to 4 feet).
- Moderate finger dexterity and near vision is required.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.



City of Compton

DEPUTY FIRE CHIEF

Department: Fire	Class Code:	7117
Revised Date: December 2018	FLSA Status:	Exempt
Personnel Board Approved: 10/30/2018	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under administrative direction of the Fire Chief, is second in the command structure of the Fire Department, assists the Fire Department Director, and assists the Chief in ensuring prompt and efficient emergency services; fire suppression, EMS, effective fire prevention and environmental control; and community outreach and training in fire safety, and emergency management/disaster preparedness; coordinates assigned activities with other City departments and outside agencies; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the administrative direction of the Fire Chief; serves as Acting Fire Chief in his/her absence; and exercises supervision over subordinate supervisory, technical, firefighting and support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assumes full management responsibility for all Fire Department personnel and activities including fire suppression, emergency services, EMS, effective fire prevention and environmental control; and community outreach and training in fire safety, and emergency management/disaster preparedness.
- Assists with the development and implementation of the Fire Department goals, objectives, policies and priorities for each assigned service area; establishes appropriate service and staffing levels within City policy; allocates resources accordingly.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors work load, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and directs the implementation of changes.
- When called upon, represents the Department to other City departments, elected officials and outside agencies; explains and interprets departmental programs, policies and activities; negotiates and resolves sensitive, significant, and controversial issues.
- Assists with the selection, training, motivation and evaluation of Department personnel, provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
- Participates in the development and administration of the Department budget; forecasts funds needed for staffing, equipment, materials, and supplies; assists with monitoring and approval of expenditures; prepares and presents to the Fire Chief needed budgetary adjustments as necessary.
- Prepares, reviews and approves the formal performance evaluation of department staff, and coaches staff for improvement and development; initiates disciplinary action up to and including dismissal as required to correct behavior.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

- Provides staff assistance to the Fire Chief; composes, reviews, edits and approves all reports including requests for Council action and weekly or monthly reports of departmental activity.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a Bachelor's degree from an accredited college or university in Fire Science, Business/Public Administration or a related field; AND ten (10) years increasingly responsible professional and administrative experience in all major functions of fire service, including at least three years in an administrative or supervisory capacity at the rank of Battalion Chief, OR at least five years in an administrative capacity at the rank of Fire Captain; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License at the time of appointment.

Required Knowledge of:

- City organization, operations, policies and procedures.
- City Code, City Ordinances, Standard Operating Manual, personnel policies and procedures, and applicable Memoranda of Understanding.
- Principles and techniques of fire department organization and administration.
- Methods of fire fighting, fire inspection and fire prevention.
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- Appropriate safety precautions and procedures.
- Laws and regulation related to hazardous materials.
- Organizational and management practices applicable to the analysis and evaluation of programs, policies and operational needs.
- Principles and practices of organization, administration and personnel management.
- Principles and practices of budget preparation and administration.

Required Skill in:

- Establishing and maintaining effective working relationships with staff, City departments, elected officials, regulatory agencies, contractors, community groups, local businesses, and the general public.
- Developing and administering budgets and monitoring expenditures.
- Supervising, leading, and delegating tasks and authority.
- Responding effectively to emergency situations.
- Operating a vehicle in emergencies.
- Operating a personal computer utilizing standard and specialized software.

City of Compton
Deputy Fire Chief

- Establishing and maintaining effective working relationships with co-workers and the public.
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Physical Demands / Work Environment:

- Work is primarily performed in a standard office environment.
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- Work requires light lifting, carrying, driving and on occasion climbing (up to 4 feet).
- Moderate finger dexterity and near vision is required.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.

DRAFT

December 26, 2018

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER
TO THE SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY FOR
METROLINK TRAIN PASSES (\$70,000)**

SUMMARY

Adoption of the attached resolution will authorize the City Manager to issue a purchase order in the amount of Seventy Thousand Dollars (\$70,000.00) to the Southern California Regional Rail Authority ("SCRRA") to pay for Metrolink train passes for City employees.

BACKGROUND

Federal and State statutes require cities to develop and implement mobile source air pollution reduction strategies consistent with regional air quality goals established by the California Clean Air Act of 1988.

The City has developed a plan for reducing mobile source air pollution that provides incentives for carpool, vanpool, bike, walk and public transit modes of travel. Monthly rail passes (only available through the Southern California Regional Rail Authority) are issued to program participants commuting to and from work on the trains.

Statutes requiring development and implementation of mobile source air pollution reduction strategies also require annual reporting to verify conformance with the requirements and qualifications for continued funding.

STATEMENT OF ISSUE

Continuance of these programs demonstrates the City's commitment to meeting the goals of reducing congestion and air pollution. Council authorization for issuance of a purchase order to SCRRA in the amount of \$70,000.00 is required.

FISCAL IMPACT

Assembly Bill 2766 authorized an increase in annual vehicle registration fees. State law specifies that these funds be used to reduce mobile source emissions and to carry out related California Clean Air Act activities.

Funds are available in the Human Resources 2018-2019 Fiscal Year budget in Account No. 2625 560 000 4269. This transaction will not have any impact on General Fund Revenues.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution.

**JESENIA SANCHEZ, HUMAN RESOURCES ANALYST
HUMAN RESOURCES DEPARTMENT**

APPROVED FOR FORWARDING:

**CECIL W. RHAMBO, JR.
CITY MANAGER**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER
TO THE SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY FOR
METROLINK TRAIN PASSES (\$70,000)**

WHEREAS, Federal and State standards require cities to develop and implement mobile source air pollution reduction programs consistent with regional air quality goals established by the California Clean Air Act of 1988; and

WHEREAS, the City's plan for reducing mobile source air pollution provides incentives to City employees for carpool, vanpool, bike, walk and public transit modes of travel; and

WHEREAS, the City provides monthly rail passes to program participants commuting to and from work on the Southern California Regional Rail Authority Metrolink Trains for the Fiscal Year 2018-2019; and

WHEREAS, these rail passes are only available through the Southern California Regional Rail Authority; and

WHEREAS, that funds for this expenditure are available in Account No. 2625 560 000 4269.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON
DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. That the City Manager is hereby authorized to issue a purchase order to the Southern California Regional Rail Authority in the amount of Seventy Thousand Dollars (\$70,000.00) for Metrolink Train passes for Fiscal Year 2018-2019 (July 1, 2018 through June 30, 2019).

Section 2. That funds for this transit pass program are available through provisions of California Assembly Bill 2766 and are allocated in the Human Resources Department's 2018-2019 Fiscal Year budget in Account No. 2625 560 000 4269.

Section 3. That a certified copy of this Resolution shall be forwarded to the City Manager, City Controller's, City Clerk and Human Resources Department.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2018.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, the City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor and attested to by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2018.

That said Resolution was adopted by the following vote, to wit:

AYES:	COUNCIL MEMBERS-
NOES:	COUNCIL MEMBERS-
ABSENT:	COUNCIL MEMBERS-
ABSTAIN:	COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON