

May 5, 2020

**LOS ANGELES FIRE DEPARTMENT**



**RALPH M. TERRAZAS**  
FIRE CHIEF

April 16, 2020

BOARD OF FIRE COMMISSIONERS  
FILE NO. 20-038

TO: Board of Fire Commissioners

FROM: *RMT* Ralph M. Terrazas, Fire Chief

SUBJECT: PROPOSED CHIEF OFFICER MINIMUM REQUIREMENT MODIFICATION

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

**SUMMARY**

In recognition that expectations of fire and emergency service leaders have significantly changed, and employees in management positions are being held to the same professional standards as other public-service leaders, the Los Angeles Fire Department (LAFD) adopted minimum education requirements to apply for Chief Officer promotional examinations in 2014. Chief Officers in the LAFD hold top management positions and until 2014 there had been no minimum education requirement to apply for these positions. It is essential that higher educational and national certifications as part of the promotional process for top leadership positions are continued requirements. In anticipation of a large number of upcoming retirements in the Chief Officer ranks, the Department is proposing a revision to the Job Bulletins that will require Chief Officer promotional candidates to meet the educational requirement prior to appointment, rather than upon application for the examination. All other requirements remain unchanged.

**RECOMMENDATION**

That the Board:

Approve the modifications to the minimum qualifications for the Chief Officer positions.

**DISCUSSION**

The current requirement for Fire Battalion Chief and Fire Assistant Chief are:

2020 – Battalion Chief Exam		2020 – Assistant Chief Exam	
Education Requirement:	Associate Degree or CSFT Chief Fire Officer	Education Requirement:	Bachelor's Degree
Experience Requirement:	4 Years Captain	Experience Requirement:	2 Years Battalion Chief

2022 – Battalion Chief Exam		2022 – Assistant Chief Exam	
Education Requirement:	Bachelor's Degree	Education Requirement:	Bachelor's Degree
Experience Requirement:	4 Years Captain	Experience Requirement:	2 Years Battalion Chief

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Deputy Chief		Chief Deputy	
Education Requirement:	Bachelor's Degree	Education Requirement:	Bachelor's Degree
Experience Requirement:	4 Years Chief Officer	Experience Requirement:	4 Years Chief Officer

It is proposed that the minimum education requirements listed above for all Chief Officer promotional examinations be required at the time of appointment to the promotional position, rather than at time of application for the examination.

### **CONCLUSION**

The professionalism of the fire service industry has increased the need for advanced education and experience. Employees in leadership roles require a range of skills beyond general firefighting knowledge. Modifying the existing educational requirements for Chief Officer promotional examinations by allowing candidates to meet the educational requirements upon appointment rather than at time of application will increase the candidate pool while maintaining the existing educational standards of the Department.

Board report prepared by Graham Everett, Deputy Chief, Chief of Staff.