

# LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS  
FIRE CHIEF

October 21, 2014

BOARD OF FIRE COMMISSIONERS  
FILE NO. **14-106**

TO: Board of Fire Commissioners

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

SUBJECT: PROPOSED CHIEF OFFICER MINIMUM REQUIREMENTS

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 Withdrawn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

Within the last several years, expectations of fire and emergency service leaders have significantly changed. Employees in management positions are being held to the same professional standards as other public-service leaders. Chief Officers in the Los Angeles Fire Department (LAFD) hold top management positions and until now, there has been no minimum education requirement to apply for these positions. It is essential that we require higher educational and national certifications as part of our promotional process for top leadership positions. We are submitting proposed revisions to our Job Bulletin that will gradually build an educational component into our promotional requirements for the Chief Officer positions.

## RECOMMENDATION

That the Board:

- Approve the minimum qualifications for Battalion Chief and Assistant Chief positions.

## DISCUSSION

The current requirement for Fire Battalion Chief is:

- Four years of full-time paid experience as a Fire Captain

The current requirement for Fire Assistant Chief is:

- Two years of full-time paid experience as a Fire Battalion Chief

The newly proposed requirements for Chief Officers will be phased in over a four year period. This will allow candidates ample time to meet the newly implemented requirements.

The proposed changes to the minimum education and experience requirements are as follows:

2014 – Assistant Chief Exam		2015 – Battalion Chief Exam	
Education Requirement:	No Change: Education will be considered “Highly Desirable”	Education Requirement:	No Change: Education will be considered “Highly Desirable”
Experience Requirement:	No Change	Experience Requirement:	No Change 4 Years

2016 – Assistant Chief Exam		2017 – Battalion Chief Exam	
Education Requirement:	Associate's Degree	Education Requirement:	Associate's Degree
Experience Requirement:	4 Years	Experience Requirement:	4 Years

2018 – Assistant Chief Exam		2019 – Battalion Chief Exam	
Education Requirement:	Bachelor's Degree	Education Requirement:	Associate's Degree
Experience Requirement:	4 Years	Experience Requirement:	4 Years

The following topics will be addressed and evaluated as components of the new requirements before dissemination of the 2016 Fire Assistant Chief's bulletin:

- Advanced education (BA or MA) in lieu of years of experience
- Technical certifications
- Educational bonus as per MOU #22

## CONCLUSION

The professionalism of the fire service industry has increased the need for advanced education and experience. Due to an ever-changing environment, employees in leadership roles require a range of skills beyond general firefighting knowledge. Raising the minimum requirements for Chief Officers in the LAFD will allow us to better manage the unique challenges of our Department.

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

