



LOS ANGELES FIRE DEPARTMENT

RALPH M. TERRAZAS
FIRE CHIEF

December 16, 2014

BOARD OF FIRE COMMISSIONERS	
FILE NO.	14-106R

TO: Board of Fire Commissioners

FROM: 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 Withdrawn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 the Chief Officer's position.

DISCUSSION

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

- Fire Battalion Chief is four years of full-time paid experience as a Fire Captain.
- 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 six 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:

2015 – Battalion Chief Exam		2015 – Assistant 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 4 Years	Experience Requirement:	No Change 2 Years

2017 – Battalion Chief Exam		2017 – Assistant Chief Exam	
Education Requirement:	Associate’s Degree or CSFT Chief Fire Officer	Education Requirement:	Associate’s Degree or CSFT Chief Fire Officer
Experience Requirement:	4 Years	Experience Requirement:	2 Years

2019 – Battalion Chief Exam		2019 – Assistant Chief Exam	
Education Requirement:	Associate’s Degree or CSFT Chief Fire Officer	Education Requirement:	Bachelor’s Degree
Experience Requirement:	4 Years	Experience Requirement:	2 Years

2021 – Battalion Chief Exam		2021 – Assistant Chief Exam	
Education Requirement:	Bachelor’s Degree	Education Requirement:	Bachelor’s Degree
Experience Requirement:	4 Years	Experience Requirement:	2 Years

2016 – Deputy Chief		2016 – Chief Deputy	
Education Requirement:	Bachelor’s Degree	Education Requirement:	Bachelor’s Degree
Experience Requirement:	4 Years LAFD	Experience Requirement:	4 Years LAFD

The following were agreed upon with the Chief Officer's Association and will be addressed with their membership as components of the new requirements:

Experience Credit

- Experience Requirements will be at the Time of Appointment.
- Completion of the LAFD Leadership Academy in lieu of 3 months Experience.

Grandfather Clause

- At the time of Agreement, all Current Chief Officers with a minimum of 5 Years in rank or 25 Years of Service are exempt from all Educational and Experience Requirements.

Review Process

- A formal review process will be conducted during each Promotional Testing Cycle for further revisions and/or improvements.

CA State Fire Training (CSFT) – Chief Fire Officer Certification Office of the State Fire Marshal (OSFM) in cooperation with the League of California Cities determined the skill sets for Chief Officers. The analysis resulted in the creation of an educational track that combined education, experience, and practical application into a career profile. This process was adopted by the State Board of Fire Services and given the title of "Fire Chief Certification" and adopted into the CSFT curriculum. The Chief Fire Officer Certification Program sits as a capstone for the certification and qualification system. It is considered as a goal for upward mobility within the fire service community.

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.