

# San José Fire Department

The San José Fire Department's core mission is to serve the community by protecting life, property and the environment through prevention and response.



## Fire Department Staffing, Recruitment, Hiring & Bilingual Services Annual Report

Public Safety, Finance and Strategic Support Committee  
October 17, 2024  
Item (d)1.

Presented by:  
James A. Williams, Assistant Fire Chief  
Athena Trede, Deputy Director

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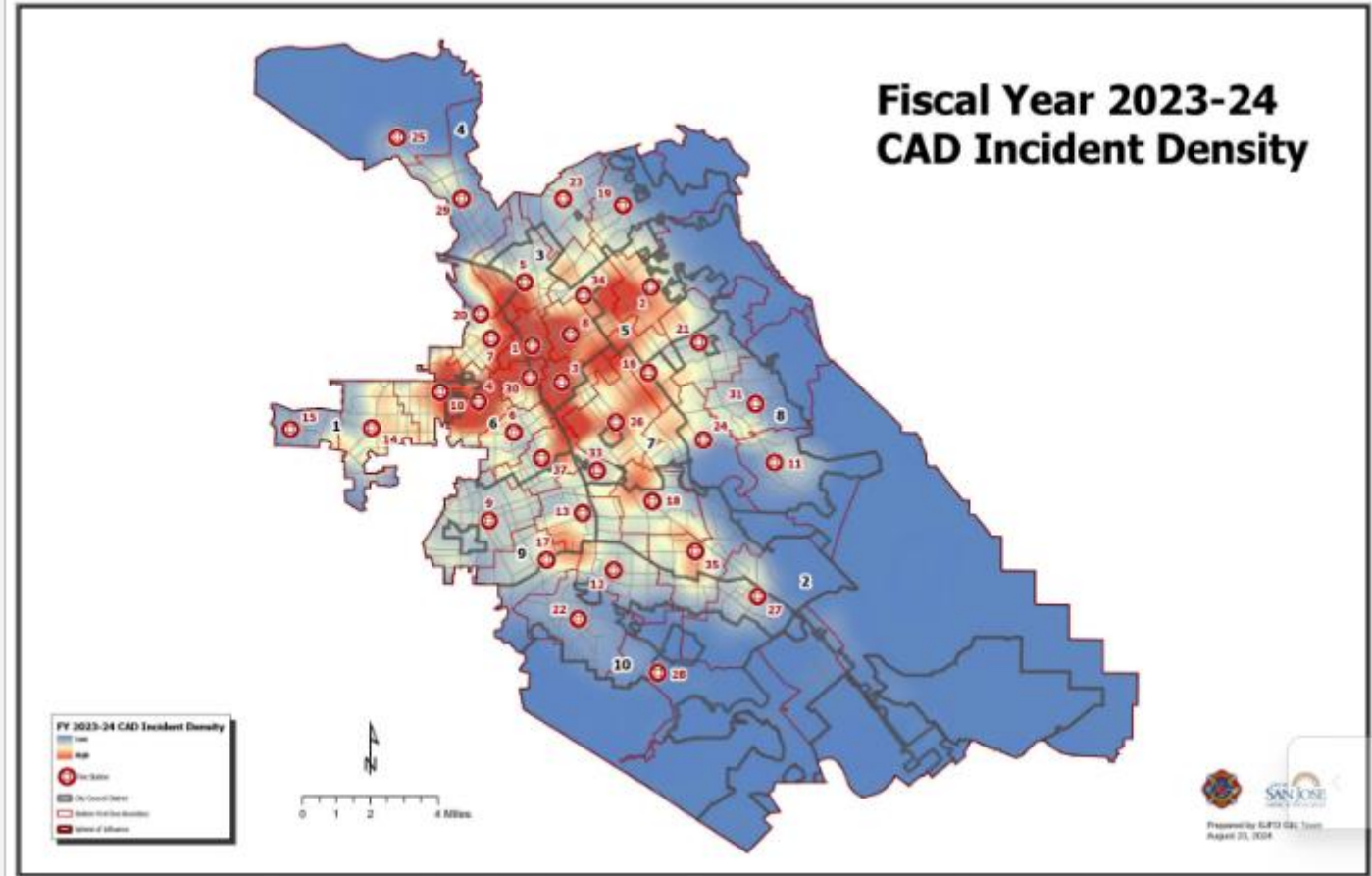


## Staffing

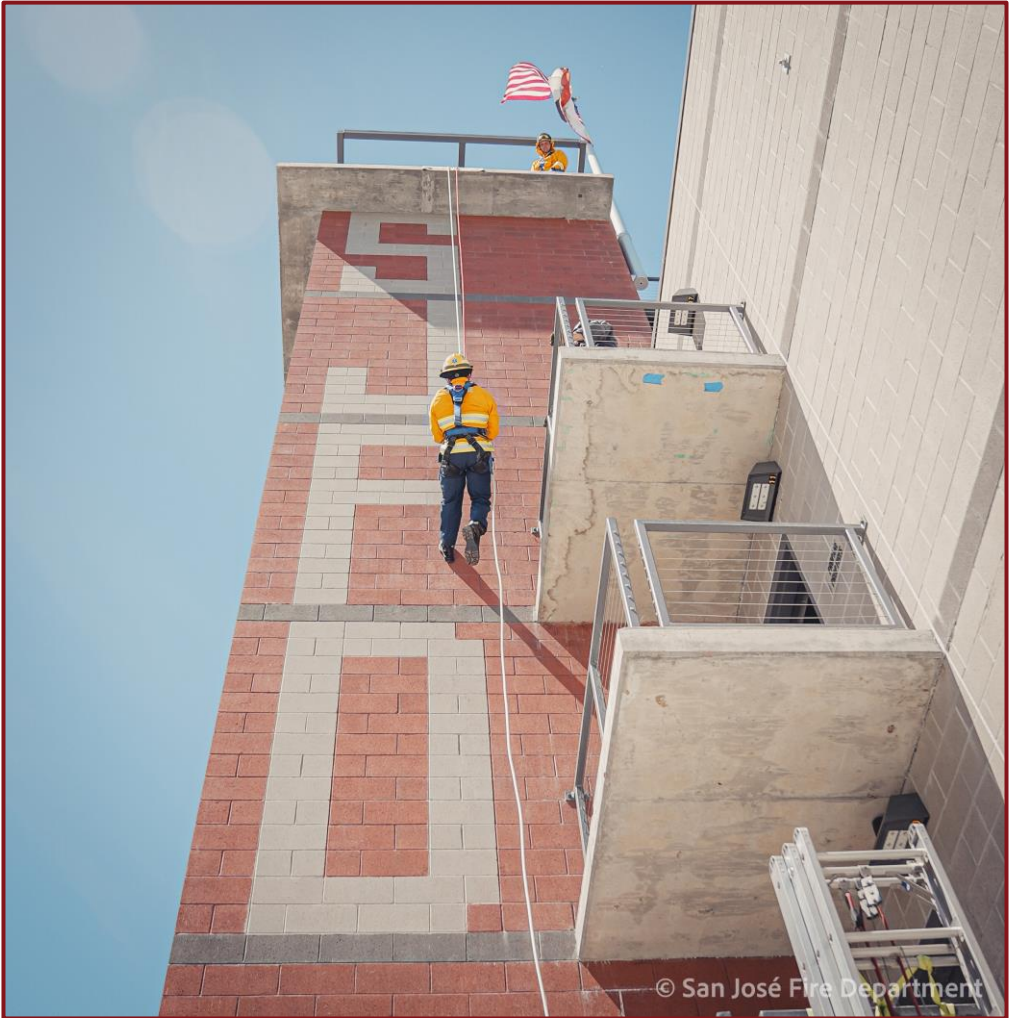
# Background



- “All Hazard” Response
- 208 Square Miles
- City Population: 969,491
- 110,255 Emergency Responses in FY 2023-2024
  - Local "In County" Auto-Aid and Mutual Aid
  - California OES Master Mutual Aid Participation
- 723 Authorized Sworn Positions in FY 2023-2024



# Daily Staffing = 191



Resource (Staffing)	Number	Personnel
Battalion (1)	6	6
Fire Engine (4)	33	132
Fire Truck (4)	9	36
Rescue Medic (2)	3	6
ARFF (6)	1	6
US&R (4)	1	4
EMS Field Coordinator (1)	1	1



# Authorized Sworn Staffing



Sworn Position (Rank)	Authorized Positions	Filled Positions	Vacant Positions
Fire Chief	1	1	0
Assistant Fire Chief	1	1	0
Deputy Fire Chief	4	3	1
Battalion Chief	24	24	0
Fire Captain	175	160	15
Arson Investigator	4	4	0
Fire Prevention Inspector	13	12	1
Fire Engineer	234	210	24
Firefighter	267	232	35
<b>Total</b>	<b>723</b>	<b>647</b>	<b>76</b>

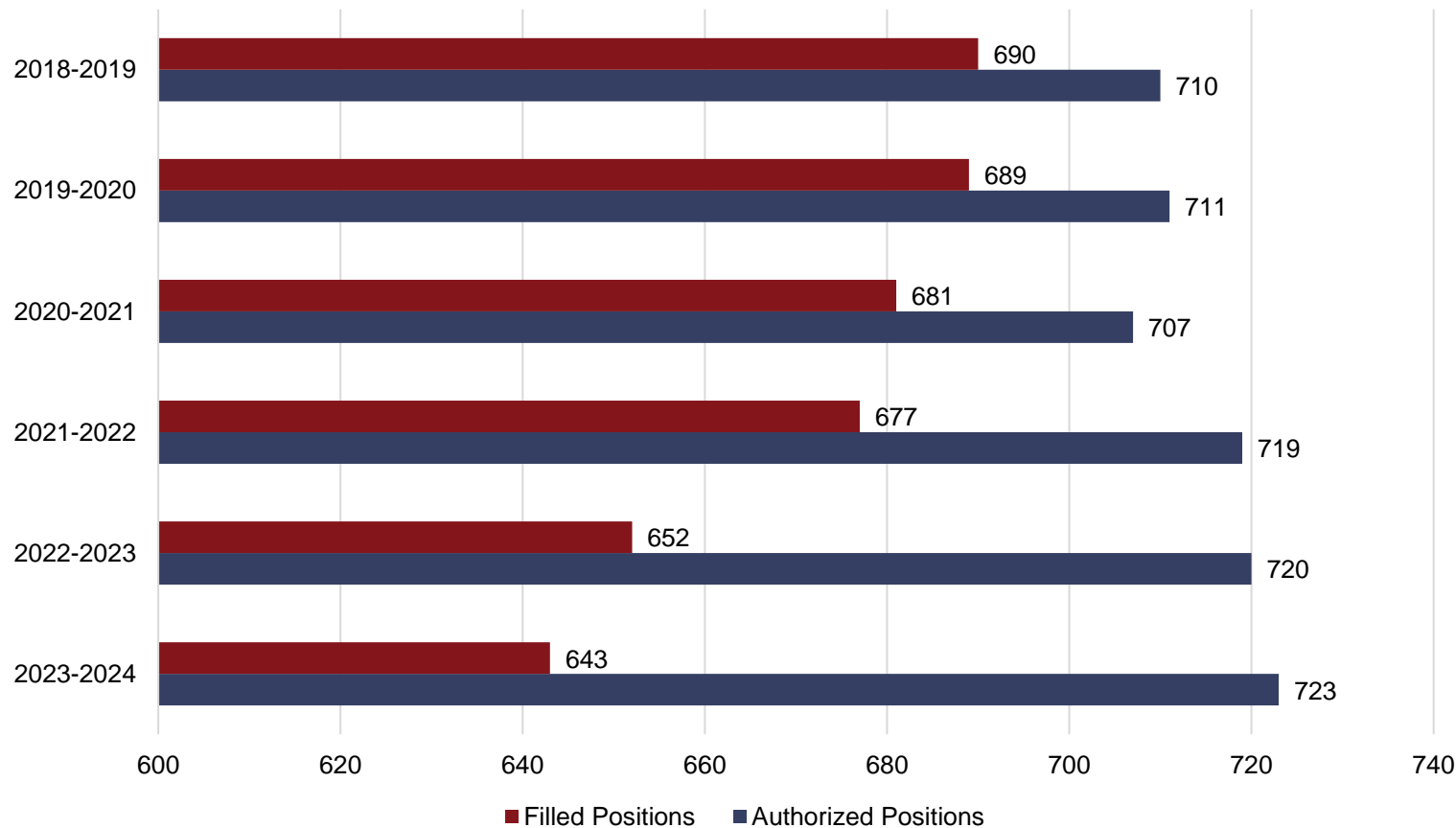
**Vacancy Rate:**

**10.51%**

# Sworn Vacancy Rates



Authorized Positions vs. Filled Positions

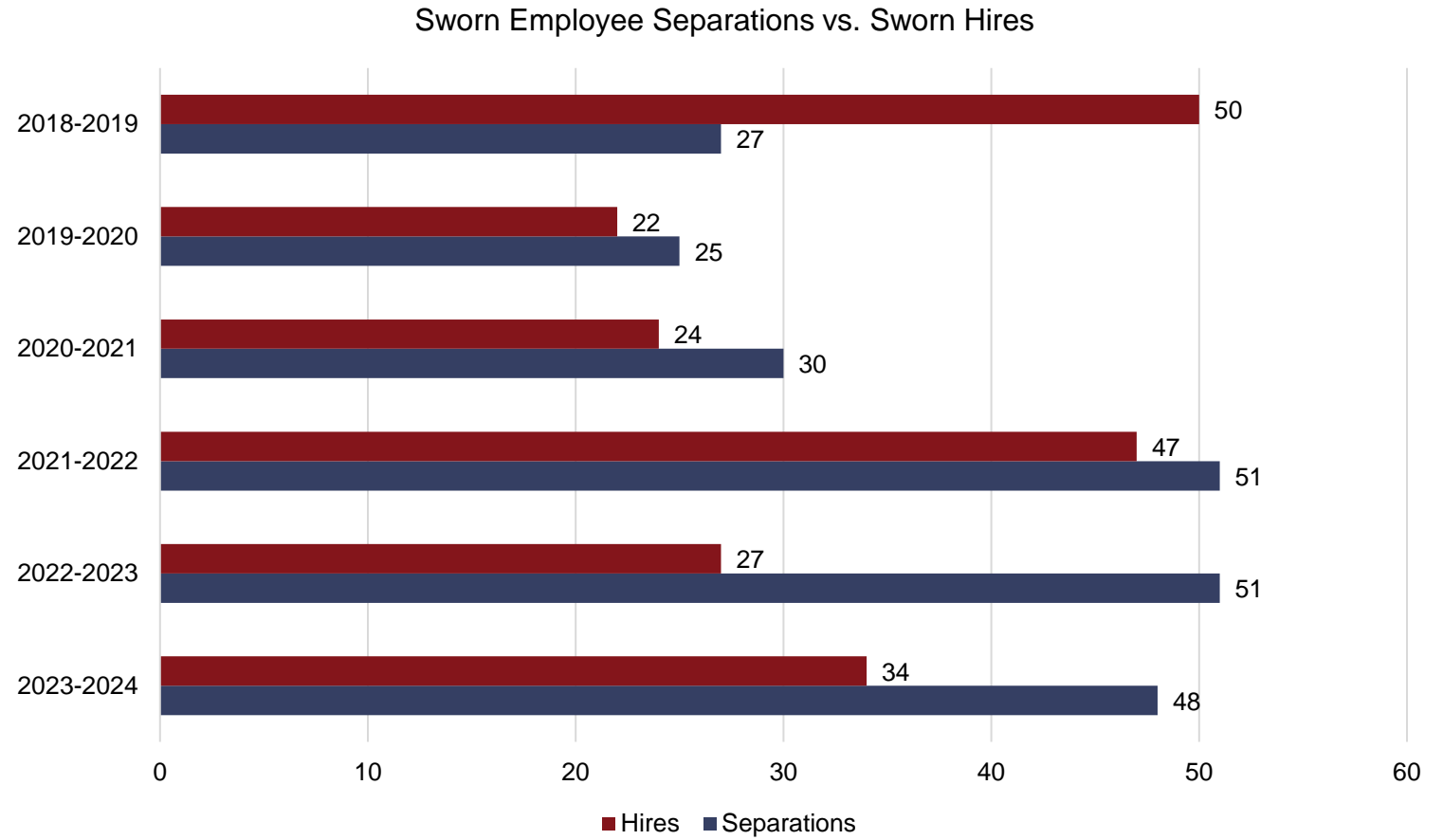


- Vacancy rates over last six years have ranged from 3.6% to 10.5%
- 573 (191 per shift) staffed field positions
- 30 sworn assigned to administrative duties
- 6 sworn senior management positions

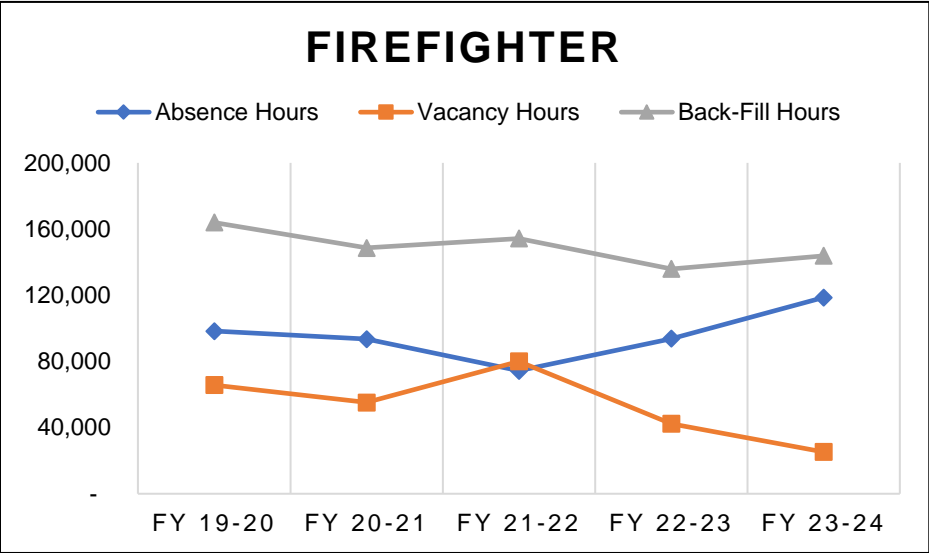
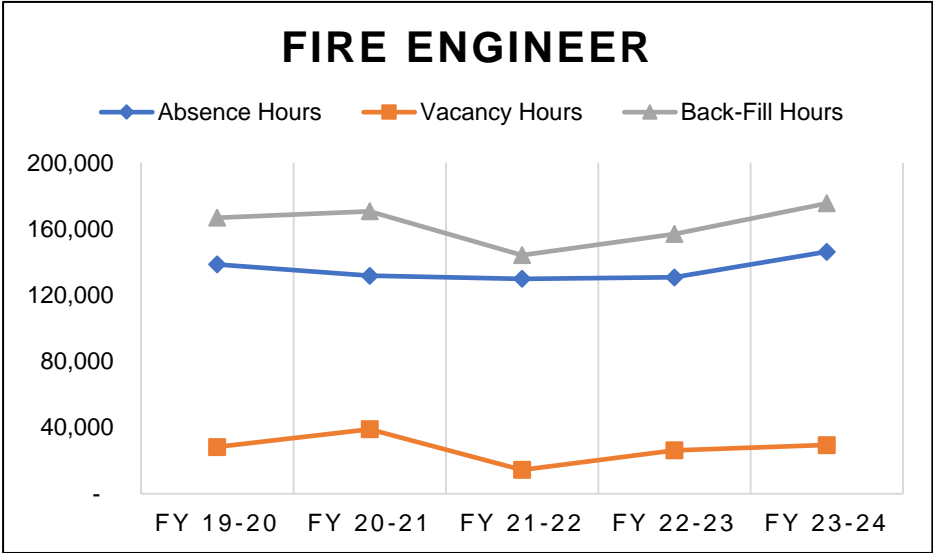
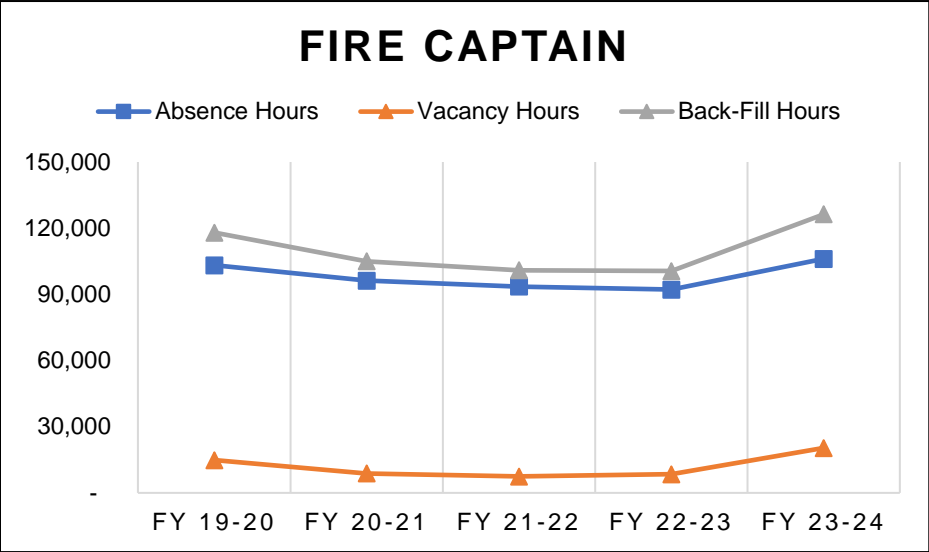
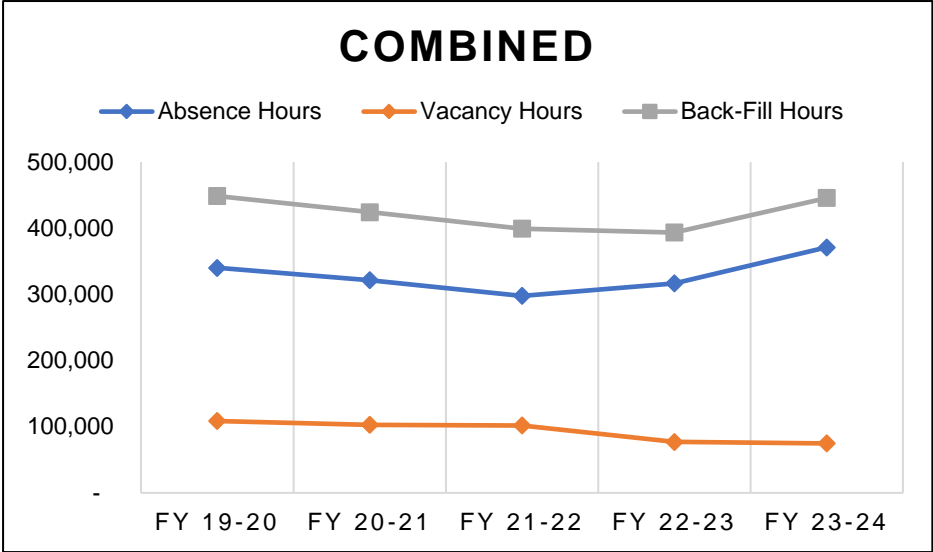
# Sworn Separations and Hiring



- Sworn separations averaged 38 per year over a six-year period
- Sworn hiring averaged 34 over a six-year period
- Target 25-30 Firefighter Recruits per Academy
- Firefighter Recruit Academy is 18 to 20 weeks



# Absences, Vacancies, and Backfill Trends







## Santa Clara County Fire Agencies Staffing to Population

- Agencies listed total 811,928 in population and 748 total sworn personnel (0.92 staffing per 1,000 of population)
- Agencies staffed by CalFire excluded (Morgan Hill, South Santa Clara County FPD, CalFire Unit)

Fire Agency	Population Served	Sworn Personnel	Staffing to Population
<b>San José*</b>	<b>969,491</b>	<b>723</b>	<b>0.75 per 1,000</b>
Santa Clara County	225,000	248	1.10 per 1,000
Sunnyvale DPS**	157,566	85	0.54 per 1,000
Santa Clara	132,048	125	0.94 per 1,000
Mountain View	86,535	80	0.92 per 1,000
Milpitas	81,773	75	0.92 per 1,000
Palo Alto	67,973	93	1.36 per 1,000
Gilroy	61,033	42	0.69 per 1,000

*\*Excludes population within 26.81 square miles of Santa Clara County Zone 1 Contract coverage area.*

*\*\*Sunnyvale Department of Public Safety provides both law enforcement and fire protection.*

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## Sworn Recruitment/Hiring Status

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- Filled 150 sworn vacancies
- Each classification has unique job requirements and minimum qualifications; requires separate recruitment processes
- External recruitments - conducted for entry-level Firefighter rank
- Internal recruitments - conducted for promotion to non-management sworn ranks





# Recruitment, Marketing, & Outreach



- SJFD Women's+ Boot Camp
- San José Fire Explorer Post 888
- Accredited Local Academy
- South Bay Regional Public Safety Training Consortium
- Advertising, Marketing and Social Media Resources
- Career Fairs

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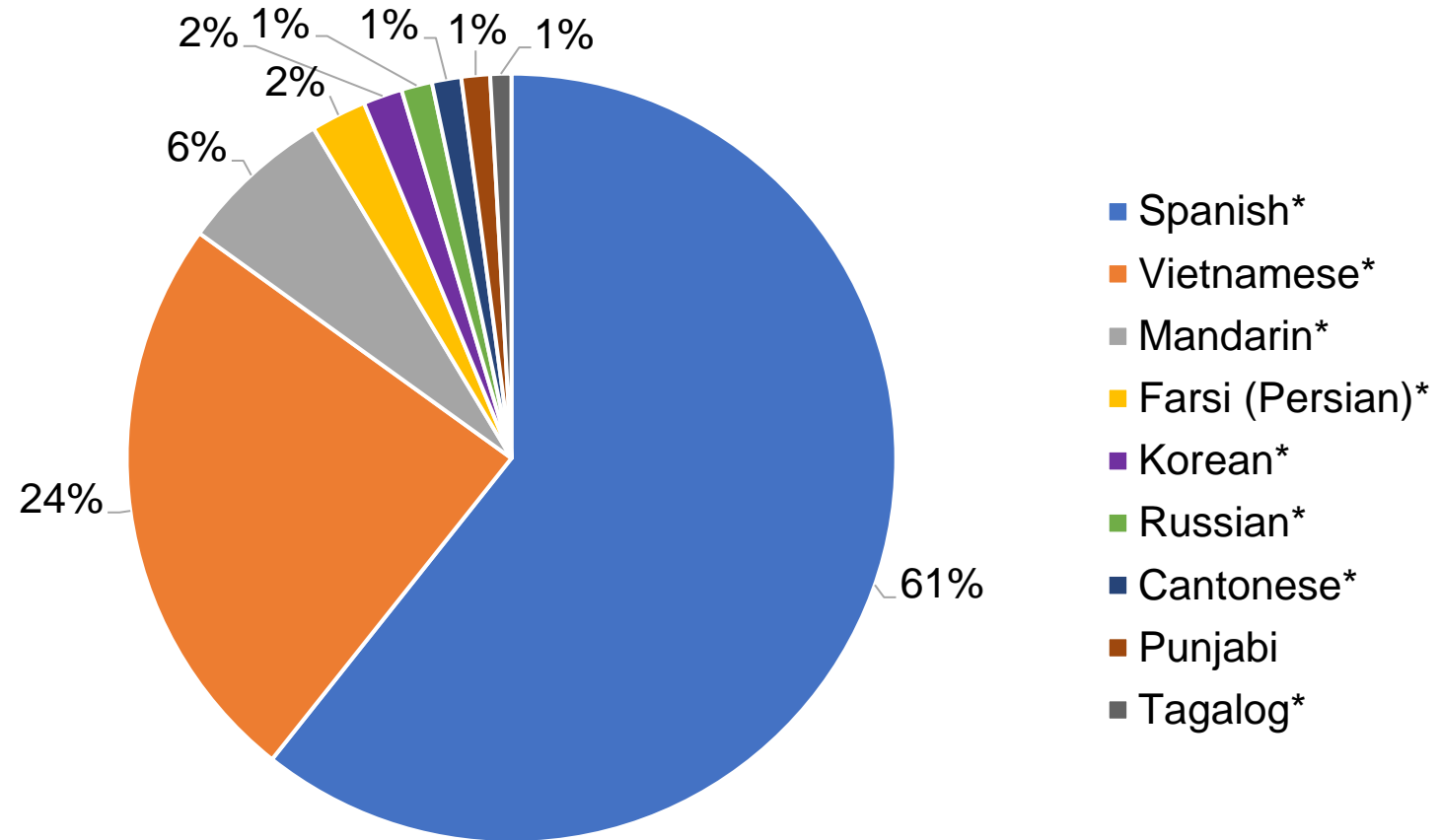


## Language Access & Bilingual Services Status

# Language Needs Reported by First Responders

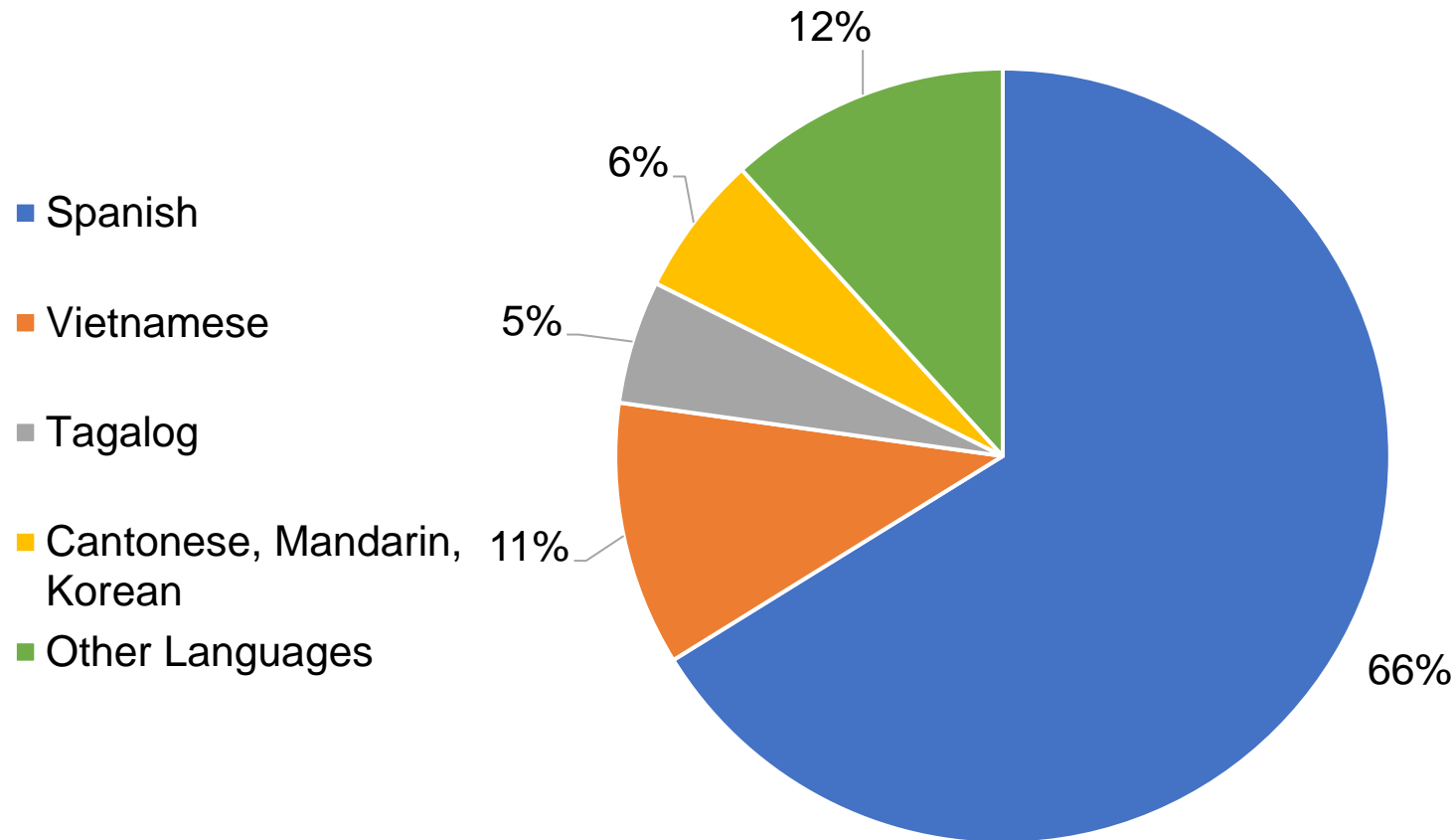


- Department recognizes 23 languages for bilingual certification
- 85% utilize Spanish and Vietnamese translation





# Current Certified Bilingual Employees



- Department Bilingual Policy requires assignment of certified bilingual employees at each fire station, during each shift
- 136 sworn bilingual certified employees
- Department will continue to explore language needs and capabilities

# Questions?

James A. Williams, Assistant Fire Chief  
Athena Trede, Deputy Director

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