


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Fire	<b>CEQA:</b> Not a Project, PP17-011, Temporary Special Events resulting in no changes to the physical environment.	<b>Coordination:</b> HR	<b>Dept. Approval:</b> /s/ Robert Sapien, Jr.
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  8/19/21

**SUBJECT: RETROACTIVE APPROVAL OF CITY HALL ROTUNDA FREE USE FOR FIRE CAPTAIN WRITTEN EXAM ON SATURDAY, AUGUST 14, 2021**

**RECOMMENDATION:**

Adopt a resolution authorizing retroactive “Free Use” for a written exam held at City Hall on Saturday, August 14, 2021 for the Fire Department, Fire Captain promotional process.

**BASIS FOR RECOMMENDATION:**

The Fire Department, in coordination with the Human Resources Department, is conducting a Fire Captain recruitment process to establish a new eligibility list for future Fire Captain promotions. Due to the large number of candidates who have qualified to take the written exam, the Fire Department is retroactively requesting use of the City Hall Rotunda to administer the exam, as the location is large enough to safely and comfortably accommodate the candidates and proctors.

Climate Smart San Jose: The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

Commission Recommendation/Input: No commission recommendation or input is associated with this action.

**COST AND FUNDING SOURCE:**

The Human Resources Department will provide onsite staff to facilitate and oversee the written exam. Costs to support Public Work Facilities staff will be funded by the Fire Department, Fund 001, Appropriation 0541.

**FOR QUESTIONS CONTACT:** Laura Black, Human Resources Manager, Fire Department (408) 795-1606