



Memorandum

To: Kate Sheehan
Division Director

Thru: Kate Orozco
Classification Manager

From:
Elizabeth Miller
Classification Analyst

Rob Montoya
Classification Analyst

Date: June 2, 2023

Subject: Deputy Fire Marshals – Salary Analysis Appeal

Summary:

This review addressed the appeal by the Division of Fire and Life Safety leadership and the Public Safety Employees Association (PSEA) to reexamine the study results of the Deputy Fire Marshal job classes. Division leadership submitted additional information to the Classification Manager supporting reexamining the Deputy Fire Marshal (DFM) salary alignment effective August 1, 2019. The initial request to reexamine the study results was denied by the Department of Administration (DOA) and outlined in PSEA's August 27, 2019 and DOA Response Letter to PSEA dated September 18, 2019.

This review determined that the duties assigned the Deputy Fire Marshal classes have changed and display a significant increase in level of authority and responsibility since the work was last reviewed in 2012. This includes the responsibility for complete case management for fires investigated by the Division with the exception of cases involving homicides; increased job-related certifications; and the required specialized knowledge in fire sciences and investigations to provide insight, testimony, and expert opinion on the origin and pattern of a fire in a court of law. As a result of the review, the assigned paygrades have changed as indicated in the table below.

PCN	Filled/ Vacant	Job Class Title	Job Class Code Update	Salary Schedule Update	Updated – SOC Code	Pay Grade	Grade Increase
122121	Vacant	Deputy Fire Marshal 1	PJ02A1	No change	33-2021	75	1
122153	Vacant	Deputy Fire Marshal 1	PJ02A1	503	33-2021	75	1
122010	Filled	Deputy Fire Marshal 2	PJ02A2	No change	33-2021	77	1
122011	Filled	Deputy Fire Marshal 2	PJ02A2	No change	33-2021	77	1
122012	Filled	Deputy Fire Marshal 2	PJ02A2	No change	33-2021	77	1
122017	Filled	Deputy Fire Marshal 2	PJ02A2	No change	33-2021	77	1
122026	Filled	Deputy Fire Marshal 2	PJ02A2	No change	33-2021	77	1

122027	Filled	Deputy Fire Marshal 3	No change	No change	33-2021	23	2
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The Online Position Description submissions and class study results are being updated for personnel administration and effective June 12, 2023.

Cc:

Lloyd Nakano – Division Director
Division of Fire & Life Safety
Department of Public Safety

Karen White – Human Resource Business Partner
Commissioner’s Office
Department of Public Safety

Pam Halloran – Division Director
Division of Administrative Services
Department of Public Safety

John Foster – Payroll Manager
Division of Finance
Department of Administration

Robert Ervine – Division Operations Manager
Division of Finance
Department of Administration