

TITLE STAFFING POLICY MANUAL	SECTION 8	DEPARTMENT F I R E-RESCUE
SUBJECT INVOLUNTARY STATION DISPLACEMENTS	PAGE 1 of 4	EFFECTIVE DATE June 28, 2017

8.0 Purpose

This section establishes the policies which govern the involuntary displacement of personnel from permanent Operations Division station assignments as the result of management decisions (see Local 145 MOU Involuntary Displacement)

Specifically excluded from this section are displacements in Hazardous Incident Response Team (HIRT), Explosive Device Team (EDT), Technical Rescue Team (TRT), and Air Operations or displacements resulting from an employee absence of six or more months due to a non-industrial injury/illness.

The terms and conditions governing the involuntary displacement of an employee who is the subject of a disciplinary action will be stipulated in that employee's disciplinary documents.

8.1 Reasons for Involuntary Station Displacements

Involuntary station personnel displacements typically result from, including but not limited to, the relocation of specialty assignment stations, the expansion or addition of specialty assignment programs, specialty assignment or recruit training needs, and disciplinary actions.

8.2 Selection of Affected Stations/Divisions/Personnel

A. Stations/Divisions

Management and Local 145 representatives will meet and confer regarding any anticipated involuntary permanent station assignment displacements.

B. Personnel

Selection of permanently assigned personnel for involuntary displacement from a selected station will be made on the basis of reverse seniority in rank in the affected assignments.

8.3 "Bump" Rights of Displaced Personnel

A. Permanent Station Assignment Displacements

Personnel who are displaced from permanent station assignments as the direct result of a management decision, with the exception of personnel excluded by Section 8.0 of this policy and personnel who are subsequently bumped by displaced personnel, will have the right to exercise any of the following options:

1. Bid for an open station
2. Go to relief (unassigned) status on current division

TITLE STAFFING POLICY MANUAL	SECTION 8	DEPARTMENT F I R E - RESCUE
SUBJECT INVOLUNTARY STATION DISPLACEMENTS	PAGE 2 of 4	EFFECTIVE DATE June 28, 2017

3. Exercise bump rights

B. Multiple, Concurrent Displacements

In a situation of multiple, concurrent displacements, all personnel of like rank choosing to exercise bump options will select the affected station assignments on the basis of seniority in rank according to the process outlined in Section 8.4 of this policy below.

8.4 Bump Bid Process

A. Notifications

1. As early in the process as possible, the assistant fire chief of emergency operations will publish and distribute a list of stations/positions under consideration for displacement.
2. Upon finalization of the displacement list, the assistant fire chief of emergency operations will notify the affected personnel, in writing via email. This notice will include:
 - a. The effective date of the displacement
 - b. A list of the permanent assignments held by the personnel of like rank on their division with the lowest seniority (a number equal to the number of personnel being displaced)
 - c. A list of open stations
 - d. The deadline for submitting bump bids
 - e. Specifics details of the employee's right to return
3. The assistant fire chief of emergency operations will also provide the battalion one chiefs with the following:
 - a. A list of affected personnel indicating their name, rank, division assignment, and the effective date of their displacement
 - b. A list of the personnel holding positions subject to being bumped
 - c. The deadline for accepting bump bids
4. Lastly, battalion one chief will notify the personnel listed in Section 8.4.A.2.b of this policy of the potential for their being bumped, in writing via email.

TITLE STAFFING POLICY MANUAL	SECTION 8	DEPARTMENT F I R E-RESCUE
SUBJECT INVOLUNTARY STATION DISPLACEMENTS	PAGE 3 of 4	EFFECTIVE DATE June 28, 2017

B. Bid Process

1. Displaced personnel wishing to exercise their bump rights will on city time during a scheduled shift, email a single original bid request indicating their choices, in order of preference to the SDFDStationBids@sandiego.gov.
2. To be considered valid, bid requests must be received by the battalion one chiefs by 1200 hours on the date established as the deadline for the bid.
 - a. Upon receipt of a bid request, the battalion one chiefs will transmit a return email verifying receipt of the emailed bid card and ensure the steps found in Section 5.5.A.1 of this manual are followed.

C. Awarding a Bid

1. Prior to determining the senior bidder, the battalion one chiefs will ensure that all bid requests received by the established deadline have been filed.
2. Bids will be awarded on the basis of most senior.
3. The battalion one chiefs will notify the staffing desk of the bid results and necessary personnel movements.

8.5 Right to Return to Original Assignment (Station Only)

A. Priority Right of Return Bid

1. Personnel displaced from a permanent assignment and those subsequently bumped from a permanent assignment will retain a one-time priority right of return bid to the assignment from which they were displaced/bumped. This right is for the station only and does not extend to the particular division.
2. The one-time priority right of return bid must be exercised the first time the assignment (on any division) is reopened for the normal seniority bid process or that right is forfeited.
3. Employees who voluntary move from one division to another do not surrender their priority right of return bid as a result of their voluntary division change.

B. Priority Right of Return Bid Process

TITLE STAFFING POLICY MANUAL	SECTION 8	DEPARTMENT F I R E-RESCUE
SUBJECT INVOLUNTARY STATION DISPLACEMENTS	PAGE 4 of 4	EFFECTIVE DATE June 28, 2017

1. Displaced/bumped personnel with a priority right of return bid must submit a bid request in accordance with the normal bid process established in Section 5 of this manual. The bid request must identify the desired station with the words "Priority Return" written next to the station number.
2. If they are the most senior priority right of return bidder, they will be awarded the position. If they are not, they will retain their eligibility to submit a priority right of return bid should a future opening occur.
3. To facilitate the tracking of priority right of returns, the battalion one chiefs will maintain a tracking roster. All bids, awards and failures to exercise a priority right of return bid will be tracked.