



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Revised Class Specification for Fire Inspector

**MEETING DATE:** February 1, 1995

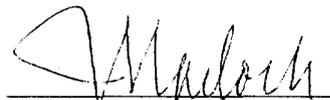
**SUBMITTED BY:** Personnel Director

**RECOMMENDED ACTION:** To approve the revised class specification for Fire Inspector.

**BACKGROUND INFORMATION:** This classification currently performs duties which require certification under Penal Code 832. These duties include the conduct of investigations, powers of arrest and the issuance of citations for violations under the Uniform Fire Code, National Fire Codes, California Health and Safety Code, California Penal Code, and all other city, county or state fire or life safety related laws or codes. As stated in Lodi Municipal Code, Sections 15.20.050 through 15.20.070, the Fire Prevention Bureau has authority in the "apprehension, detention and prosecution of those persons found to be in violation of the arson, explosive and fire insurance sections of the California Penal Code. In addition, all sworn members assigned to the Fire Prevention Bureau are assigned as Arson Investigators and shall be peace officers. To fulfill these responsibilities it is imperative that the incumbent possess certification under California Penal Code Section 832.

To comply with these legal standards, the class specification has been revised to reflect the mandated requirements.

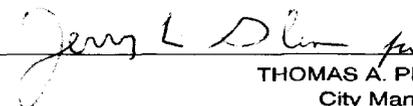
**COST:** None.

  
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Joanne M. Narloch  
Personnel Director

Prepared by: Marlon Robbins, Personnel Analyst II

cc: Fire Chief

APPROVED:

  
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THOMAS A. PETERSON  
City Manager



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RESOLUTION NO. 95-14

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A RESOLUTION OF THE LODI CITY COUNCIL  
APPROVING THE REVISED CLASS SPECIFICATION FOR  
FIRE INSPECTOR

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RESOLVED, that the City Council of the City of Lodi does hereby approve the revised class specification for Fire Inspector that reflects the mandated requirements for that position by Penal Code 832, as shown on Exhibit A attached hereto.

Dated: February 1, 1995

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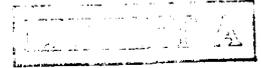
I hereby certify that Resolution No. 95-14 was passed and adopted by the Lodi City Council in a regular meeting held February 1, 1995 by the following vote:

Ayes: Council Members - Pennino, Sieglock, Warner  
and Mann (Mayor)

Noes: Council Members - Davenport

Absent: Council Members - None

  
Jennifer M. Perrin  
City Clerk



CITY OF LODI

February 1, 1995

## FIRE INSPECTOR

### DEFINITION:

Under direction, performs fire inspection, investigation, and prevention activities: enforces fire codes, laws and regulations relating to fire protection, prevention and safety; performs related work as required.

### DISTINGUISHING CHARACTERISTICS:

This is a journey level classification which performs varied facility inspections to ensure compliance with fire and life safety codes. It is distinguished from the building inspection classes in that the duties relate specifically to fire and life safety code enforcement. It is further distinguished from the fire suppression classes in that this class provides support only in the code enforcement and fire investigation areas.

### EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

- Conducts inspections of new construction, remodeled, and various other structures to ensure compliance with fire, life safety, and related codes and ordinances.
- Periodically inspects hospitals, convalescent and retirement homes, and child care facilities.
- Inspects fire escapes, emergency exits, fire and smoke alarms, sprinkler systems, and other equipment to promote fire safety and prevention.
- Investigates fires involving loss of life, arson, extensive property loss, fires of undetermined origin, citizen complaints of violations of fire codes and regulations, and takes corrective action.
- Advises developers, contractors, property owners, and the public in matters related to fire prevention, code enforcement, and hazardous material storage and disposal; reviews applications and issues permits for gas tank storage, pyrotechnics, high-hazard storage and blasting; interprets codes and regulations and explains permit programs and compliance conditions.
- Meets with industrial, business, school, and hospital representatives to promote cooperation on fire prevention measures and speaks to various civic and professional organizations to promote fire safety and prevention activities.
- Maintains accurate records; prepares correspondence, fire reports, procedures, and other written materials.
- Reviews plans and specifications for compliance with applicable codes and regulations.
- Appears in court in defense of code enforcement and investigation actions.

MINIMUM QUALIFICATIONS:

Knowledge of:

Federal, state, and local codes, ordinances, and regulations relating to fire and life safety, hazardous materials storage and disposal, and building construction.

Principles and methods used in building construction.

Fire protection, detection and suppression systems, materials, and equipment.

Business mathematics related to calculating fire protection and suppression system requirements.

Fire inspection practices and methods, including techniques for dealing with the public in stressful situations.

Courtroom procedures.

Proper and legal processing and handling of evidence.

Ability to:

Perform thorough and accurate facility inspections for code enforcement purposes.

Interpret and apply complex codes and regulations.

Read and interpret plans and specifications.

Investigate complaints, evaluate alternatives, and make appropriate recommendations for problem resolution.

Deal courteously and communicate effectively with property owners, contractors, and others contacted in the course of work.

Maintain accurate records and prepare clear and concise reports, correspondence, and other written materials.

Communicate effectively both orally and in writing.

Speak publicly to present programs to adult groups and school children.

Operate personal computer and related software programs.

EDUCATION AND EXPERIENCE:

Any combination equivalent to education and experience that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

Education:

Equivalent to completion of high school.

EDUCATION AND EXPERIENCE (Cont'd):

Experience:

Three years of experience in firefighting, fire safety inspection, building inspection and plan checking, or a closely related field.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License (Class C) issued from the California Department of Motor Vehicles.

Possession of a certificate for the completion of coursework under California Penal Code Section 832, within twelve (12) months of appointment.

Possession of California Fire Prevention Officer, Level I, Certification within twelve (12) months of appointment.