



November 16, 2021

To the Honorable City Council President, Nick Mosby  
and Members of the Baltimore City Council  
City Hall, 100 N. Holliday Street, Room 409  
Baltimore, Maryland 21202

**Re: CC Bill 21-0094 – Public Safety Apprenticeship Program – Establishment (The Hometown Heroes Act)**

Dear President and City Council Members,

The Department of Human Resources (DHR) has reviewed City Council Bill 21-0094 – Public Safety Apprenticeship Program – Establishment (The Hometown Heroes Act). For the purpose of providing for the establishment and implementation of a Public Safety Apprenticeship Program for Baltimore City; providing for the development and oversight of the Program by the Baltimore City Fire Department in partnership with certain other public safety agencies in Baltimore City; establishing the purposes of the Program; and requiring that the Baltimore City Fire Department report annually certain information to the Mayor and City Council and requiring the report to be made available on the Department’s website.

DHR has reviewed the above-referenced bill and opposes the legislation. Both firefighter and police officer classifications are within the Civil Service. Consequently, incumbents must be selected from a valid list for appointment to one of those classifications. As constructed, this bill attempts to create entry level public safety positions that would not be subject to the Civil Service Rules, and further attempts to circumvent the required certification for those positions. First, the Baltimore City Charter, Article VII, § 97 (c) specifically disallows the designation of positions outside of the Civil Service without approval of the Civil Service Commission<sup>1</sup>. Further, the bill’s posited exception from the certification process is contrary to the Department’s chartered responsibility to “(1) promote merit and fitness in City employment,” as described in § 96 of Article VII.

The Civil Service rules are fashioned to ensure the Department upholds its chartered responsibility. *Civil Service Rule 8: The Trainee Category* provides that trainee programs may be approved only when the Director of DHR has approved the method of selection, the scope and content of the program, and method for determination of satisfactory completion of the program.<sup>2</sup>

---

<sup>1</sup> Article VII, §97 (c): The Department (of Human Resources): “subject to the exceptions in Section 99, shall assign to a classification each position in the City to which appointments are made. The Department shall not assign a position outside of the Civil Service without the approval of the Civil Service Commission.”

<sup>2</sup> *Civil Service Rule 8: The Trainee Category* “The Trainee Category shall include all such classifications where employees are primarily to receive training for advancement to journey or full performance level classifications. The

*Civil Service Rule 30: Certification to Positions in Trainee Category* specifically requires adherence to the certification procedure, even for trainee positions.<sup>3</sup> *Civil Service Rule 34: Appointments in the General and Trainee Category* states: “No person shall be selected for a position in the General or Trainee categories until the person has been certified for an appointment to that position.” Circumventing these rules, is a direct contradiction to the Department of Human Resources’ chartered responsibility.

DHR works to ensure the policies and practices of agencies are aligned to attract and retain a high quality and diverse workforce. To that end, we support operations that lend to the optimal delivery of City services. We further defer to the Baltimore City Department of Law regarding the legal sufficiency of the proposal.

For additional questions or concerns, contact me at [Quinton.Herbert@baltimorecity.gov](mailto:Quinton.Herbert@baltimorecity.gov) or by phone at 410-396-1563.

Sincerely,

Quinton Herbert, JD

---

Director may place in the Trainee Category, whenever there is continuing manpower shortage for any established classification, such trainee class or classes as shall be created in order to provide job and career opportunities for persons who are service trainees, service recipients or clients of other City agencies or departments. Any such training class shall be established only when the Director, after participating with all agencies involved, shall have approved the method of selection of trainees, the scope and content of the training program, and the method of determination as to satisfactory completion of the course.

<sup>3</sup> *Civil Service Rule 30: Certification to Positions in Trainee Category* “Whenever a vacancy occurs in any position in the Trainee Category, the appointing officer shall make a written request to the Department, upon the form prescribed by the Department, for the certification of the names of the persons eligible for employment in positions in the class of the vacant position. The Director shall then certify to the appointing officer, in accordance with the provisions of Rule 29, the names of the eligibles standing first on the reemployment list for the class in question, which list shall be maintained in accordance with the provisions of Rule 39. In case there are no names on the reemployment list for the class of the vacant position, the Director shall certify to the appointing officer names from an employment list in accordance with Rule 29(2).