

BCFD's Proposed Amendments to Council Bill 21-0014 – 2/9/21

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(D) REQUIRED NOTIFICATIONS.

~~(1) THE BALTIMORE CITY FIRE DEPARTMENT SHALL PROVIDE NOTIFY THE BALTIMORE CITY COUNCIL WITH AT LEAST FORTY-FIVE (45) DAYS' ADVANCED NOTICE THAT THE FIRE DEPARTMENT INTENDS TO POST THROUGH THE CITY'S DEPARTMENT OF HUMAN RESOURCES' RECRUITMENT WEBSITE FOR APPLICATIONS HAS BEGAN THE HIRING PROCESS FOR ENTRY-LEVEL FIRE SUPPRESSION OR EMERGENCY MEDICAL SERVICES POSITIONS. THIS NOTICE SHALL CONTAIN THE FOLLOWING INFORMATION: OR HAS MOVED INTO A NEW PHASE OF THE HIRING PROCESS FOR THOSE POSITIONS.~~

~~(2) ON RECEIPT OF NOTICE THAT THE BALTIMORE CITY FIRE DEPARTMENT HAS BEGAN THE HIRING PROCESS FOR ENTRY-LEVEL FIRE SUPPRESSION OR EMERGENCY MEDICAL SERVICES POSITIONS OR HAS MOVED INTO A NEW PHASE OF THE HIRING PROCESS FOR THOSE POSITIONS, AN APPROPRIATE COMMITTEE OF THE BALTIMORE CITY COUNCIL SHALL PROMPTLY HOLD A PUBLIC HEARING DURING WHICH REPRESENTATIVES OF THE FIRE DEPARTMENT MUST PRESENT INFORMATION REGARDING:~~

- ~~(i) THE OVERALL APPLICATION PROCESS;~~
- ~~(ii) THE RECRUITMENT STRATEGY FOR ENTRY-LEVEL FIRE SUPPRESSION OR EMERGENCY MEDICAL SERVICES APPLICANTS;~~
- ~~(iii) THE RACE, GENDER AND CITY RESIDENCY DATA OF THE APPLICANTS AT THE CURRENT PHASE OF THE HIRING PROCESS; AND~~

~~(iv) ANY STEPS TAKEN OR PLANNED TO BE TAKEN TO IMPROVE EQUITY IN THE HIRING PROCESS AND TO REDUCE POTENTIAL BARRIERS TO ENTRY AS RELATED TO RACE, GENDER AND CITY RESIDENCY.~~

~~(2) ON RECEIPT OF NOTICE THAT THE BALTIMORE CITY FIRE DEPARTMENT HAS BEGAN THE HIRING PROCESS FOR ENTRY-LEVEL FIRE SUPPRESSION OR EMERGENCY MEDICAL SERVICES POSITIONS OR HAS MOVED INTO A NEW PHASE OF THE HIRING PROCESS FOR THOSE POSITIONS, AN APPROPRIATE COMMITTEE OF THE BALTIMORE CITY COUNCIL SHALL PROMPTLY HOLD A PUBLIC HEARING DURING WHICH REPRESENTATIVES OF THE FIRE DEPARTMENT MUST PRESENT INFORMATION REGARDING:~~

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SECTION 3. AND BE IT FURTHER ORDAINED, That the first reports under this section shall be due within ninety (90) calendar days after the effective date of this Ordinance or before January 31, 2021, and shall include information from each of the previous 5 calendar years; thereafter, each report shall be due on or before January 31 of each given year, and each report need only include information from the previous calendar year.

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**Reducing Barriers to Entry
and Improving Equity in the EMT-FF Hiring Process**

Below is a summary of some¹ of the actions BCFD-HR has taken to attempt to overcome systemic equity barriers affecting Fire Service recruitment in Baltimore City for the EMT/Firefighter (EMT-FF) recruitment process:

BCFD EMT-FF Recruitment Committee

BCFD formed a diverse 68-member EMT-FF Recruitment Committee (the Committee) to develop recommendations and implement changes to the hiring process, from recruitment through hire. The members selected for this Committee were intentionally diverse in order to draw from a range of experiences, contacts, ideas and perspectives. Fire Chief Niles Ford directed the Committee to target their actions with the goal of increasing the recruitment and hire of more minorities, women and Baltimore City residents.

Demographics of the Committee are set forth below:

35%	Women	24
65%	Men	44
1%	Asian	1
71%	Black	48
6%	Hispanic	4
21%	White	14
50%	Baltimore City Residents	34

Combating the Digital Divide Certain City Residents May Face Related to the Application Process

In recognition of the “Digital Divide” between Baltimore City residents who readily have access to computers/WiFi and those who do not, the EMT-FF Recruitment Committee traveled “on foot” throughout Baltimore City with laptops to help provide better accessibility for City residents to apply for the EMT-FF position. Some of the areas the teams traveled to with laptops include the following:

¹ Please note that this list is not intended to be inclusive of all actions BCFD has taken to focus on equity in hiring and promotions within BCFD.

- Major public transportation hubs (i.e., subways, rail stations and bus stops)
- Women and family-centered and LGBTQ organizations
- City public high schools
- Mondawmin Mall
- Community centers (working in collaboration with community leaders)
- Colleges
- Mayor’s Office of Employment Development sites
- Religious organizations
- Union halls

In addition, the EMT-FF Recruitment Committee ensured that computers were available at particular fire stations located throughout the City for interested candidates to use in order to submit EMT-FF applications.

Written Examination

Prior to the 2015 EMT-FF recruitment process, BCFD-HR worked closely with its written examination vendor (Fire and Police Selection, Inc.) and the City’s Department of Human Resources to ensure that the focus of the written test relates solely to Interpersonal Competencies (such as teamwork, customer service, and reliability) and Reading Comprehension.

No questions are asked that require knowledge of firefighting skills or ability, as such questions might favor applicants who live outside Baltimore City and have a greater opportunity to work with a volunteer fire department. Rather, examination questions measure reading and human relations competencies through multiple choice questions. The reading level for the overall exam is on average at an 8th grade level, with the reading comprehension section at a 10th grade level.

Physical Agility Test (PAT)²

For the current EMT-FF recruitment process, a video is being developed to demonstrate diverse female and male members of the BCFD completing the required stations of the PAT, as well as exercises recruits can do at home in order to enhance their fitness to pass the particular requirements of the test.

If possible given restrictions related to COVID-19, BCFD also plans to provide on-site instructional and training opportunities at the Fire Academy specifically related to passing the PAT. Although any candidate would be permitted to participate, these training sessions would, in part, be targeted to female candidates because the PAT was the segment of the application

² Chief Ford discontinued the use of the “Candidate Physical Ability Test” (CPAT) due to concern about the potential for disparate impact on women candidates.

process in which we lost the greatest number of our female candidates during the previous EMT-FF testing process in 2015.

BCFD also plans to provide a greater length of time between when PAT training materials are distributed to candidates, and when the actual PAT takes place. This increased time gap is intended to provide candidates more time and opportunity to enhance their fitness levels as specifically related to the requirements of the PAT.

Community Panels Employed During Interview Process:

With the 2015 EMT-FF Recruitment Process, Chief Ford implemented the use of diverse members of the Baltimore City community to serve on interview panels as part of the EMT-FF hiring process. This was intended, in part, to eliminate the potential for nepotism and/or cronyism which may occur if only current fire department members serve on interview panels. This process also allows the community to have significant input into the future members of the BCFD who ultimately will serve them.

EMT/Firefighter Candidate Demographics

Period 3/9/2020 - 3/30/2020

Application

Current/Former Baltimore City Employees

250 = 8%

Current Baltimore City Fire Dept. Employees

135 = 5%

Baltimore City Residents

1,165 = 39%

Race

American Indian or Alaska Native	26	1%
Asian	23	1%
Black or African American	1,458	50%
Hispanic or Latino	112	4%
Native Hawaiian or Other Pacific Islander	2	0%
Two or More Races	123	4%
White	1,172	40%

2,916 candidates reported race.

Gender

Female	718	24%
Male	2,276	76%

Total Applications Received: 2,994

EMT/Firefighter Candidate Demographics

Period 9/28/2015 - 10/15/2015

Application

Baltimore City Residents

2,425 = 37%

Race

American Indian or Alaska Native	52	1%
Asian	48	1%
Black or African American	3,166	48%
Hispanic or Latino	224	3%
Native Hawaiian or Other Pacific Islander	13	0%
Two or More Races	237	4%
White	2,635	40%

6,375 candidates reported race.

Gender

Female	1,369	21%
Male	5,052	77%
Unknown	126	2%

Total Applications Received: 6,547

**EMT/Firefighter Candidate Demographics
Period 2009**

Application

Baltimore City Residents

328 = 37.7%

Race

Native American	0	0%
Asian	17	2%
African American	335	39%
Hispanic or Latino	17	2%
Pacific Islander	0	0%
Two or More Races	0	0%
White	499	57%

Gender

Female	103	12%
Male	765	88%
Total Applications Received: 868		

Recruitment Data and Questions

2021 Recruitment Data Totals For:

EMT Recruitment – Application Period of 12/24/20 – 1/7/21

Emergency Medical Services	Demographics
City Residents	94
Maryland Residents	121
Out of State/Country	40
Total:	255

Baltimore City Fire Department 2021 Recruitment Data Applicant Demographics

	Total	Am Indian	Asian	Black	Hispanic	Nat Hawaiian	Two or More	White	Unknown
Female	102	1	0	60	3	0	8	28	2
Male	153	1	3	64	8	1	6	68	2
Total	255	2	3	124	11	1	14	96	4

Baltimore City Fire Department 2021 Hiring Process Data

Total Number of Applicants that Applied	255
Number of Applicants that met the Minimum Qualifications	142*
Number of Applicants to be scheduled for the Physical Agility Test	142
Number of City Residents to be scheduled for the Physical Agility Test	36
Number of Minority Candidates to be scheduled for the Physical Agility Test	64
Number of Applicants that passed the Physical Agility Test	TBD
Number of City Residents that passed the Physical Agility Test	TBD
Number of Minority Candidates that passed the Physical Agility Test	TBD

Recruitment Data and Questions

Number of Applicants to be scheduled for the Oral Board Examination	TBD
Number of City Residents scheduled for the Oral Board Examination	TBD
Number of Minority Candidates scheduled for the Oral Board Examination	TBD
Number of Applicants that passed the Oral Board Examination	TBD
Number of City Residents that passed the Oral Board Examination	TBD
Number of Minority Candidates that passed the Oral Board Examination	TBD

* Candidates deemed "non-qualified" **(113)** were notified on 1/19 by the City Department of Human Resources that they have 7 days (until 1/26) to prove that they are qualified (license/certification, etc.) by submitting documentation. After 1/26 (a week or so after 1/26.. to give DHR time for review), the numbers may change. Any changes to the data will be resubmitted.