

RESOLUTION NO. 2025-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE, CALIFORNIA, SETTING FORTH HOURS, WAGES AND WORKING CONDITIONS FOR POLICE TRAINEES AND FIRE RECRUITS BEGINNING JANUARY 12, 2025, AND REPEALING RESOLUTION NO. 2023-06

The City Council of the City of Torrance does hereby resolve as follows:

SECTION I

That Resolution No. 2023-06 is hereby repealed in its entirety.

SECTION II

The following compensation procedure for Police Trainees and Fire Recruits is hereby approved in its entirety to read as follows:

ARTICLE 1 –COMPENSATION PROVISIONS

SECTION 1.1 PAY RANGES AND CLASS TITLES

The pay grades described below are hereby assigned to the classifications of Police Trainees and Fire Recruits.

Effective January 12, 2025

Classification	Step	Hourly Rate	Biweekly Rate	Monthly Rate	Annual Rate
Fire Recruit	1	\$43.99	\$3,519.20	\$7,624.93	\$91,499.20
Police Trainee	1	\$42.00	\$3,360.00	\$7,280.00	\$87,360.00

Effective January 11, 2026

Classification	Step	Hourly Rate	Biweekly Rate	Monthly Rate	Annual Rate
Fire Recruit	1	\$45.53	\$3,642.40	\$7,891.87	\$94,702.40
Police Trainee	1	\$42.00	\$3,360.00	\$7,280.00	\$87,360.00

Effective January 10, 2027

Classification	Step	Hourly Rate	Biweekly Rate	Monthly Rate	Annual Rate
Fire Recruit	1	\$47.13	\$3,770.40	\$8,169.20	\$98,030.40
Police Trainee	1	\$42.00	\$3,360.00	\$7,280.00	\$87,360.00

SECTION 1.2 METHODS OF COMPENSATION

Compensation shall be earned on an hourly basis and payments due shall be paid on a biweekly basis.

ARTICLE 2 – WORKING CONDITIONS SECTION 2.1 HOURS OF WORK

Hours shall be at the discretion of the Academy or of the training personnel.

Police Trainees shall attend all hours necessary to successfully complete Academy training. On certain occasions, Police Trainees may be assigned to the Police Station for special duty.

Fire Recruit may be assigned to a Fire Crew during a major incident.

SECTION 2.2 INDUSTRIAL SAFETY

- A. In the event that a Police Trainee or Fire Recruit sustains an injury during the recruit period that arises out of and occurs during the course of his/her employment with the City, the Police Trainee or Fire Recruit shall be entitled to three months of industrial injury at 85% of the regular salary rate. Said leave shall terminate upon return to the Academy or when the injury is deemed permanent and stationary or at the end of the three-month period.
- B. A Police Trainee or Fire Recruit on industrial leave shall be under the direction of the City subject to medical advice and shall be available during the normal working hours unless he/she receives special permission from the City.

ARTICLE 3 – SUPPLEMENTAL BENEFITS

SECTION 3.1 EMPLOYEE INSURANCE

- A. Cost of Medical Insurance for Active Employees

In compliance with the provisions of the Affordable Care Act, an employee who works more than thirty (30) hours per week on a regular basis over twelve (12) months will receive City paid health insurance. The City shall pay the applicable monthly PERS minimum employer contribution per employee for active employee health insurance. In addition to the PERS minimum employer contribution, the City shall provide active employees with an additional contribution. The aggregate amount shall be referred to as the “City Contribution”.

- B. Police Trainee Insurance Contribution

Effective January 1, 2024

	1 Party	2 Party	Family
City Contribution	\$685.04 per month	\$1,434.67 per month	\$1,786.58 per month

- C. Fire Recruit Insurance Contribution

Effective January 1, 2024

	1 Party	2 Party	Family
City Contribution	\$685.04 per month	\$1,347.67 per month	\$1,730.58 per month

D. Cash In-Lieu Payment

1. Employees covered under this Resolution, that are eligible for health insurance benefits, who meet the following requirements will receive a cash-in-lieu payment of \$400 per month for as long as the employee opts-out of coverage:
 - a. The employee provides proof of minimum essential coverage (“MEC”) through another source (other than coverage in the individual market, whether or not obtained through Covered California) for the plan year for which the employee opts-out of City-offered coverage (“alternative required coverage”).
 - b. The proof of coverage must show that the employee and all individuals in the employee’s expected tax family have (or will have) the required MEC for the applicable period by signing and submitting an attestation to the City.
 - c. The employee must provide such reasonable evidence and attestation of alternative required coverage every plan year during open enrollment
 - d. The City will not provide the cash-in-lieu payment if it knows or has reason to know that the employee or tax family member does not have the alternative required coverage.

SECTION 3.2 SAFETY EQUIPMENT

- A. At the time of hire Fire Recruits will be provided with the following safety equipment:

Turnout Coat	Helmet Liner
Turnout Pants	Plastic Shield
Helmet	Fire Fighter Gloves
Flashlight	Hepa Mask
Work Gloves	Spanner Wrench
Fire Fighter Hood	Hose Strap
Brush Pants	Rope Hose Tool
Leather Boots	Rescue Webbing
Rubber Boots	Carabiner
Brush Jacket	Practice Rope
EMS Fanny Pack	Safety Glasses

- B. Each new Police Trainee, at the time of hire, will be provided with the following safety equipment:

(1) L/S wool shirt, navy w/TPD patches	Cartridge Case
(1) S/S wool shirt, navy w/TPD patches	(2) Hand Cuff Case
(2) Wool pants, navy	(4) Keepers
Northface jacket, black, emb.	Key Holder
Last Name on r/chest (gold wood) Basketweave trouser belt	Baton (black)
Sam Browne belt	Baton ring
Holster	OC Case
	Uniform Cap

- C. City shall provide all Police Trainees with Department-approved bulletproof vests. Such equipment shall remain the property of the City of Torrance.
- D. City shall provide all Police Trainees with a one-time uniform allowance of \$850.00 to purchase Police Academy training-related uniforms/equipment.

- E. Police Trainees and Fire Recruits shall be required to turn in the designated safety equipment at time of termination.
- F. The City shall pay for the replacement or repair of damaged safety equipment when it is deemed unserviceable and when the replacement is approved by the employee's immediate supervisor and the Department Head.
- G. Police Trainees and Fire Recruits are subject to appropriate disciplinary action for failure to wear and maintain this designated safety equipment in the manner specified in Department rules and regulations.

SECTION 3.3 BEREAVEMENT LEAVE

An employee may utilize Bereavement Leave in compliance with the City's Policy on Leaves of Absence in accordance with State Law.

SECTION 3.4 JURY DUTY

An employee who is summoned for jury service shall be covered in compliance with the City's Policy on Leaves of Absence.

SECTION 3.5 VACATION LEAVE

Employees covered by this Resolution shall not receive vacation leave benefits while so employed.

SECTION 3.6 SICK LEAVE

- A) New employees shall receive 40 hours of sick leave upon hire. Commencing on the first pay period of each calendar year, employees will receive 40 hours of sick leave.
- B) After a 90-day employment requirement is satisfied, part-time employees are eligible to use paid sick leave to a maximum of 96 hours per year.
- C) Employees may bank up to a maximum of 96 hours of Sick Leave.
- D) If an employee separates after 90 days of employment and is rehired within one year from the date of separation, the paid sick leave balance at the time of separation will be reinstated. The employee will not have to re-satisfy the 90-day employment period in order to use the banked sick leave.
- E) If an employee separates before 90 days of employment and is rehired within one year, the paid sick leave balance at the time of separation will be reinstated, and the employee will be subject to meeting the 90-day requirement before being able to use the sick leave benefit.
- F) Banked sick leave may not be converted or cashed out if unused or upon separation from employment. However, if an employee is promoted to another position the sick leave balance will carry over to the new position.

SECTION 3.7 RETIREMENT

- A. Employees hired prior to January 1, 2013 shall be covered by the City contract with the Public Employees' Retirement System 2% at 55 plan (per Government Code § 21354) including military buyback and highest single year retirement option (per Government Code § 20042).
- B. Employees hired prior to January 1, 2013 shall be responsible for the employee's contribution to PERS, currently 7% of pay.
- C. In accordance with the provisions of the Public Employees Pension Reform Act (PEPRA), employees covered by this agreement hired on or after January 1, 2013 who do not qualify as "classic members" of PERS, shall be considered "new members" and shall be enrolled in the 2% at age 62 defined benefit formula with final compensation calculation period of three consecutive years. Employees shall be responsible for fifty percent (50%) of the normal cost attributable to the applicable retirement formula.

ARTICLE 4 – GRIEVANCES

SECTION 4.1 DEFINITIONS OF GRIEVANCE

A grievance is a complaint by one or more employees concerning the application or interpretation of ordinances, rules, policies, practices or procedures within the scope of this Agreement affecting employee's wages, hours and working conditions.

SECTION 4.2 SCOPE OF GRIEVANCE PROCEDURE

This procedure shall be used to resolve every grievance for which no other method of solution is provided by law; provided, however, that it shall not include a complaint arising from a dispute over permanent status of recruits.

SECTION 4.3 PROCEDURE

- A. First Step - Supervisory Level
 - 1. The aggrieved employee(s) shall meet with the employee's immediate full time supervisor.
- B. Second Step - Division Head Level
 - 1. If the grievance is not resolved within two working days of the proceedings in Step 1, the employee(s) may appeal to the Division Head.
 - 2. Forms to file such a grievance are provided by the City.
 - 3. The aggrieved employee(s) and/or representative shall meet with the employee's Division Head.
- C. Third Step - Department Head Level
 - 1. If the grievance is not resolved within two working days of completion of Step 2, the employee(s) may appeal to the Department Head.
 - 2. Forms to file such a grievance are provided by the City.
 - 3. The aggrieved employee(s) and/or representative shall meet with the employee's Department Head.

D. Fourth Step - City Manager Level

1. The aggrieved employee(s) and/or representative shall meet with the City Manager or his designee.

E. Fifth Step - Advisory Arbitration

1. If the grievance is not resolved in Steps 1,2 and 3, the employee may within five working days of completion of Step 3 present the grievance in writing to the City Manager or his designee for advisory arbitration. Failure of the employee to take this action will constitute termination of the grievance.
2. Within five working days after receipt of an appeal, the City Manager shall call the parties together for the selection of the advisory board.

SECTION 4.4 GENERAL GRIEVANCE PROVISIONS

- A. All time periods specified in this Section may be extended by mutual consent of the aggrieved employee(s) or his representative(s) and the Management representative involved.
- B. The aggrieved employee(s) and representative(s) shall be allowed reasonable time off to participate in the grievance proceedings without loss of pay for the time so spent. (For the purpose of Workers' Compensation and retirement, any City employee involved shall be considered on duty during any grievance procedure.)
- C. Cost of arbitration shall be equally shared by the City and the aggrieved employee.
- D. A grievance shall be considered untimely if not presented by the employee(s) within 30 calendar days of the alleged grievance.

SECTION III SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction such decision shall not affect the validity of the remaining portions of the Resolution. The City Council hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

INTRODUCED, APPROVED, and ADOPTED this 14th day of January 2025.

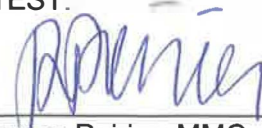


Mayor George K. Chen

APPROVED AS TO FORM:
PATRICK Q. SULLIVAN, City Attorney

by 

Tatia Y. Strader, Assistant City Attorney

ATTEST:


Rebecca Poirier, MMC, City Clerk

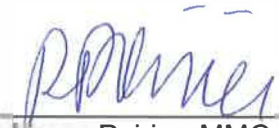
TORRANCE CITY COUNCIL RESOLUTION NO. 2025-01

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF TORRANCE)

I, Rebecca Poirier, City Clerk of the City of Torrance, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Torrance at a regular meeting of said Council held on the 14th day of January 2025 by the following roll call vote:

AYES: COUNCILMEMBERS Gerson, Lewis, Kaji, Kalani, Mattucci, Sheikh, and Mayor Chen
NOES: COUNCILMEMBERS None.
ABSTAIN: COUNCILMEMBERS None.
ABSENT: COUNCILMEMBERS None.

Date: 1/14/2025



Rebecca Poirier, MMC
City Clerk of the City of Torrance