



REPORT FOR ACTION WITH CONFIDENTIAL ATTACHMENT

Toronto Fire Services - Diversity and Recruitment Update - Operations Firefighter Recruit Class 2017-02

Date: March 23, 2018

To: Community Development and Recreation Committee

From: Fire Chief and General Manager, Toronto Fire Services

Wards: All

REASON FOR CONFIDENTIAL INFORMATION

This report deals with personal matters about identifiable individuals, including municipal or local board employees.

SUMMARY

This report is in response to direction from the Community Development and Recreation Committee for the Fire Chief and General Manager, Fire Services to provide detailed information about the representation of members of designated groups in the most recent Toronto Fire Services (TFS) Operations Recruit Class.

Since 2015, Human Resources (HR) has been collecting data from applicants entering into the TFS Operations Firefighter recruitment process. Applicants complete a Pre-Screening Questionnaire (PSQ) that forms part of the online application process for TFS positions. The PSQ provides applicants with the opportunity to voluntarily self-identify as members of Designated Groups.

In the most recent TFS Operations Recruit Class (2017-02), which graduated on December 21, 2017, 22 of the 50 newly recruited Operations Firefighters (44 per cent) self-identified as being members of a Designated Group. Designated Groups include those who identify as being female, Aboriginal, persons with disabilities and members of racialized/visible minorities. As directed by the Community Development and Recreation Committee, disaggregated data is provided in Confidential Attachment 1 - Detailed hiring information for TFS Operations Firefighter Recruit Class 2017-02.

This report also provides an update on the status of the TFS Inclusion Plan including:

- enhanced data collection and reporting through a revised PSQ and future updates to align with the Toronto Action Plan to Confront Anti-Black Racism;
- the commencement of a competitive procurement process related to the Employment Systems Review; and,
- the development of an outreach Ambassador Program which will leverage existing staff to increase focused community outreach, improve access to employment opportunities and enhance communication tools.

RECOMMENDATIONS

The Fire Chief and General Manager, Toronto Fire Services, recommends that:

1. City Council direct that the confidential information contained in Confidential Attachment 1 remain confidential in its entirety, as it relates to personal matters about identifiable individuals, including municipal or local board employees.

FINANCIAL IMPACT

There are no financial implications resulting from the adoption of the recommendation in this report.

The Acting Chief Financial Officer has reviewed this report and agrees with the financial impact information.

EQUITY IMPACT STATEMENT

The implementation of the TFS Inclusion Plan is expected to lead to the identification and removal of barriers that qualified members of equity-seeking groups and vulnerable populations may face in accessing employment opportunities at TFS. The Plan pays particular attention to, but will not be limited to members of the four Designated Groups - women, Aboriginal Peoples, racialized/visible minorities, and persons with disabilities who have traditionally been excluded from a rightful share of society's economic opportunities and benefits. The TFS Inclusion Plan supports the goals of the City's Talent Blueprint (the City's strategic workforce plan) of having "engaged, diverse, high-performing, adaptive and productive employees to meet our current and future needs." The long-term plan will be evidence based and will be implemented with the guidance and support of the Equity Diversity and Human Rights Division (EDHR) and HR.

DECISION HISTORY

At its meeting of September 11, 2017, the Community Development and Recreation Committee requested disaggregated data of recruit classes including Designated Groups, Toronto residency and representation of black applicants, in alignment with the Anti-Black Racism Strategy.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.CD22.12>

At its meeting of June 7, 2017, the Community Development and Recreation Committee requested quarterly updates on the status of the Toronto Fire Services Inclusion Plan.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.CD21.5>

COMMENTS

Operations Recruit Class 2017-02 Hiring Data

Since 2015, Human Resources (HR) has been collecting data from applicants entering into the TFS Operations Firefighter recruitment process. Applicants complete a Pre-Screening Questionnaire (PSQ) that forms part of the online application process for TFS positions. The PSQ provides applicants with the opportunity to voluntarily self-identify as members of Designated Groups.

In the most recent TFS Operations Firefighter Recruit Class (2017-02), which graduated on December 21, 2017, 22 of the 50 Operations Firefighters (44 per cent) self-identified as being members of a Designated Group. Designated Groups include those who identify as being female, Aboriginal, persons with disabilities and members of racialized/visible minorities. Table 1 provides a high level breakdown of the data related to Designated Groups and Toronto Residency in the most recent graduating class.

Table 1 - Operations Recruit Class 2017-02

	Total	Designated Groups	Toronto Residency
Applied	451	18%	18%
Passed 1st Screening	317	14%	15%
Passed 2nd Screening	141	23%	17%
Interviewed	136	22%	18%
Successful in Interview	97	23%	18%
Proceed to Medical	52	42%	21%
Job Offer	52	42%	21%
Hired & Graduated	50	44%	22%

TFS consulted with EDHR as well as the City Clerk's Office and confirmed that, in order to ensure the confidentiality of applicants and recruits, statistics are only to be reported in aggregates of 10 or more. As directed by the Community Development and Recreation Committee, disaggregated data is provided in Confidential Attachment 1 - Detailed hiring information for TFS Operations Firefighter Recruit Class 2017-02.

Operations Recruit Class Hiring Data - Next Steps

Upcoming Operations Firefighter Recruit Classes

A new Operations Firefighter Recruit Class commenced training at the Toronto Fire Academy on February 5, 2018 and is scheduled to graduate on May 28, 2018. These recruits will be the first in TFS history to graduate with full Firefighter qualifications as well as formal certification as both Fire Prevention Inspectors and Public Educators. A report to the Community Development and Recreation Committee and to City Council is anticipated after graduation for the start of the new Council term.

Human Resources will launch a new Operations recruitment campaign prior to April 2018 with a training start date of no later than August 2018. The class is expected to graduate prior to the end of December 2018. Detailed hiring data for the class will be provided to the Community Development and Recreation Committee and to City Council upon graduation. In addition to information related to Designated Groups, the PSQ will now also gather information related to LGBTQ2S which will be included in future reporting to the Community Development and Recreation Committee and City Council. A report is anticipated at the start of the new Council term.

Alignment with the Toronto Action Plan to Confront Anti-Black Racism

TFS has consulted with EDHR and the Social Development, Finance and Administration Division (SDFA) on the development and status of the Toronto Action Plan to Confront Anti-Black Racism. HR and TFS will align the PSQ to the disaggregated race base data strategy under the Action Plan and report accordingly once the strategy is developed and finalized by EDHR and SDFA.

TFS Inclusion Plan - Status Update

Employment Systems Review

In the 2018 Operating Budget Process, and in alignment with the TFS Inclusion Plan, City Council directed TFS to initiate an Employment Systems Review (ESR) in consultation with EDHR and HR. It is anticipated that the ESR will:

- identify barriers experienced by equity-seeking or vulnerable populations (including Females, Aboriginal Peoples, Persons with Disabilities, Racialized Groups, Visible Minorities, LGBTQ2S communities) in seeking or securing employment with TFS;
- provide strategies for the removal of barriers;
- assist in the development of data requirements and success measures;
- assist in the development of strategies for continuous, sustained improvement; and,
- identify opportunities to better leverage communication tools and outreach initiatives.

While TFS has conducted preliminary research with respect to qualified consultants who may be able to undertake this work, consultation with the Purchasing and Materials Management Division will also be necessary in order to establish timelines and facilitate competitive procurement commencing with a Request for Information (RFI) and a Request for Proposal (RFP). It is anticipated that the process will commence before the end of the third quarter of 2018. TFS will report further as work in this area continues.

Inclusion Plan Working Group - Ambassador Program

The TFS Inclusion Plan Working Group is a team of TFS employees from across the Division who are interested in, and committed to, building and maintaining a TFS workforce that is welcoming and inclusive, comprised of highly trained professionals, and reflective of the community it serves.

The Working Group meets quarterly and is currently developing an Ambassador Program and electronic training module related to outreach and recruitment. In this model, TFS will leverage existing staff with a view to increasing focused community outreach, improved access to employment opportunities and enhanced communication tools.

Summer Policy Intern

Through the City's Summer Policy Internship Program, TFS has hired a Master's student to conduct best practice research in order to support the ongoing development of the Inclusion Plan. Research, to be conducted over the summer of 2018, will include stakeholder meetings and staff interviews and/or surveys to identify TFS' specific needs. Options and recommendations for inclusion practices, processes and procedures will be developed along with key success measures.

Ongoing Commitment

TFS remains committed to ensuring all recruitment processes are transparent, consistent, and equitable. TFS continues to research best practices in the areas of leading edge equitable recruitment, to leverage the knowledge and experience of other jurisdictions and to ensure that best practices in equity, transparency and consistency are included in all recruitment practices and programs.

TFS is committed to being the recognized leader in fire service inclusion, equity and diversity. Supported by the foundation of the TFS Transformation Plan, and with the continued assistance and expertise of both EDHR and HR, the ongoing development and implementation of the TFS Inclusion Plan will continue to be a key priority for TFS.

CONTACT

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SIGNATURE

Matthew Pegg

Fire Chief & General Manager

Toronto Fire Services

ATTACHMENTS

Confidential Attachment 1 - Detailed hiring information for TFS Operations Firefighter
Recruit Class 2017-02