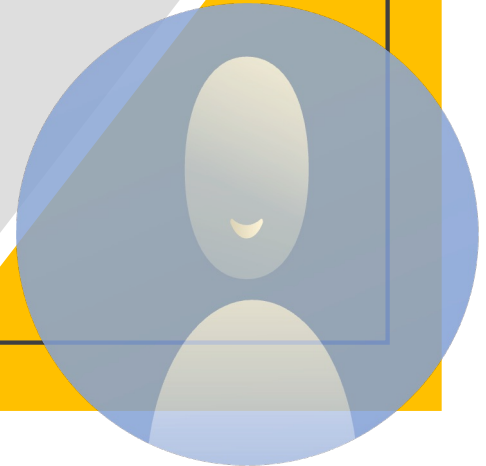






New Proposals to Modernize the Civil Service System in Massachusetts



Goals

- **Preserve** those aspects of the civil service system that ensure a fair, merit-based, and equitable process for appointing and retaining public safety employees in Massachusetts.
 - **Assist** civil service cities and towns with filling critical public safety vacancies from a *larger* pool of qualified, diverse candidates *beyond the traditional civil service process*.
 - **Expedite** the appointment process.
 - Make the overall civil service system more **responsive** to all stakeholders.
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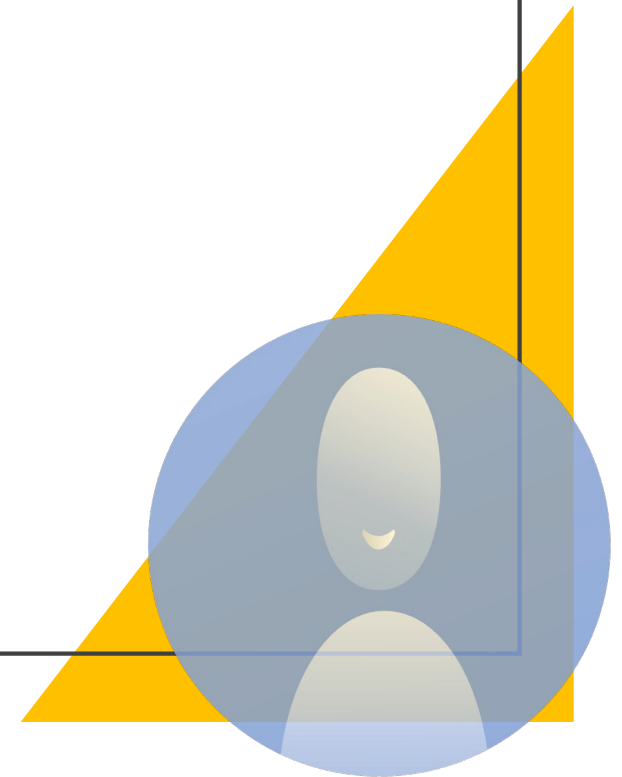
Overview of 2023 Proposals

1. A new **hybrid model** for entry-level police and fire appointments.
 2. A streamlined process to facilitate **more police and fire cadet programs**.
 3. A **modification of the antiquated civil service residency preference** to ensure its original intent -- but permit more flexibility to align with the current needs of cities and towns.
 4. Additional, robust **administrative reforms**.
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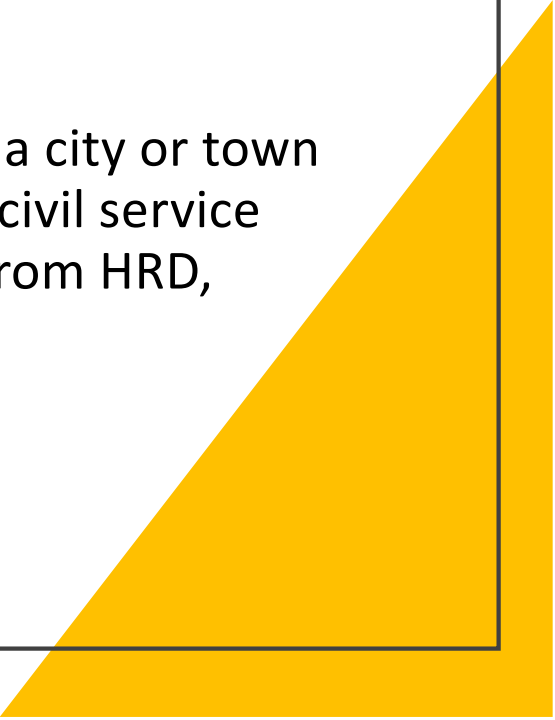
Proposal

1:

A new
hybrid
model.



HYBRID OVERVIEW (PART 1)

- Civil service cities and towns will “opt-in” through a multi-year memorandum of understanding (MOU) with HRD that includes an anti-nepotism and anti-favoritism policy.
 - Civil service cities and towns that opt-in have the *option* of making up to 50% of police and fire entry-level appointments from outside the traditional civil service process from a locally-generated pool of prospective candidates.
 - Prospective “hybrid” candidates can be considered by a city or town ***immediately*** regardless of whether they have taken a civil service examination and without the need for a certification from HRD, shaving months off the traditional hiring process.
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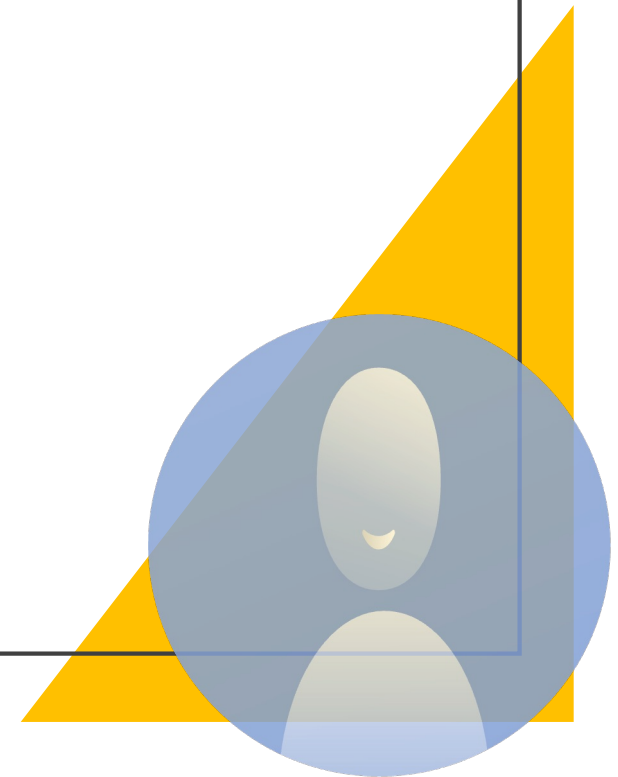
HYBRID OVERVIEW (PART 2)

- Once prospective candidates are identified, they will go through the same, pre-existing review process including a pre-conditional offer background check and post-conditional offer medical and physical abilities tests.
- Once all conditions are met, HRD will authorize a candidate's employment in the same manner as traditional civil service candidates, subject to completion of a prescribed course of study at an approved police or fire academy, if not already completed.
- Civil service communities may appoint incumbent police officers from *non-civil service* communities through this process for entry-level positions only, but those candidates will be considered original appointments (i.e. – no transfer of seniority).

THE HYBRID PROCESS

STEP-BY-STEP

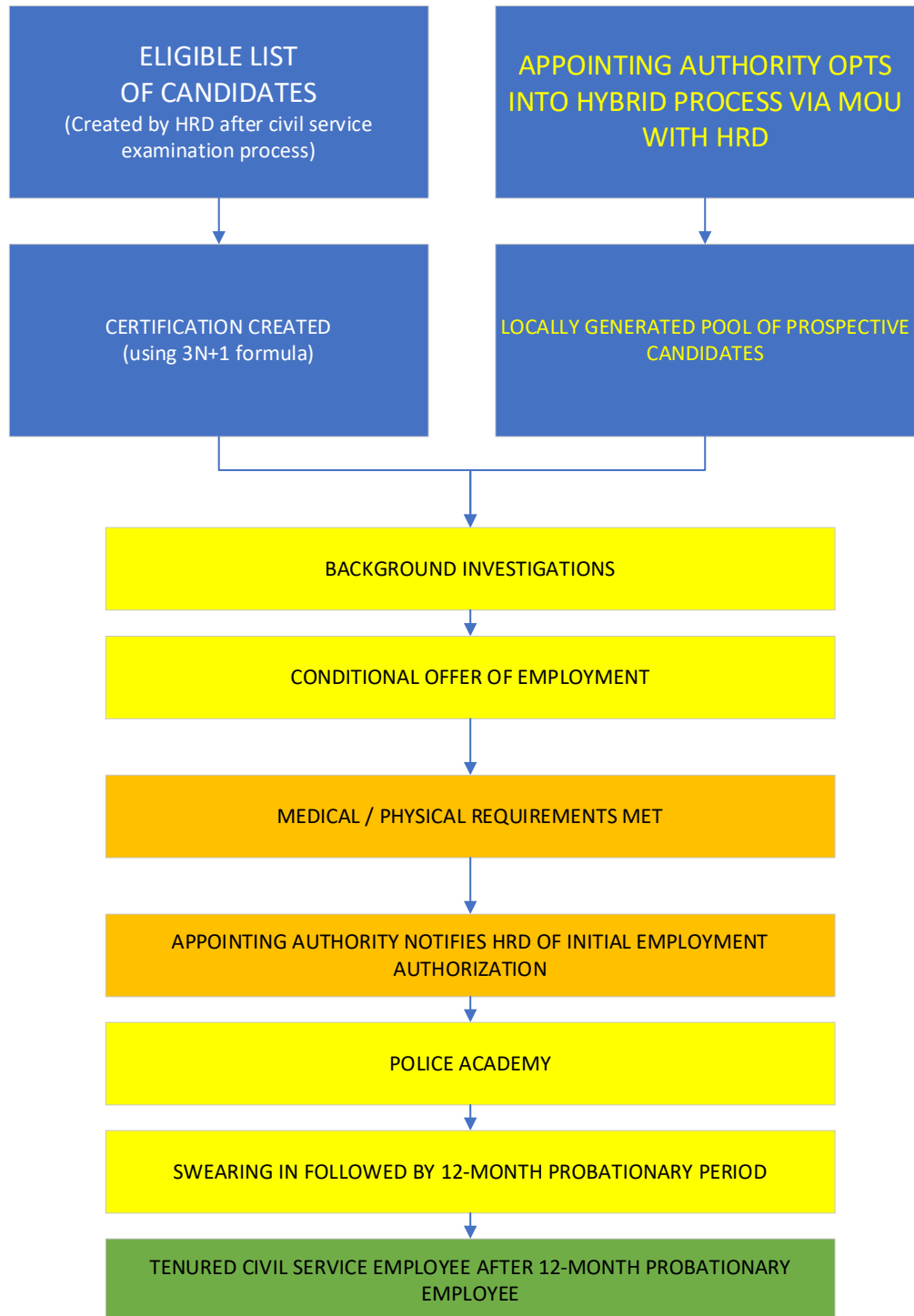
*EXAMPLE OF POLICE
OFFICER APPOINTMENT*



EXISTING CIVIL SERVICE APPOINTMENT PROCESS (POLICE OFFICER)



HYBRID CIVIL SERVICE APPOINTMENT PROCESS (POLICE OFFICER)



LOCALLY GENERATED PROSPECTIVE CANDIDATES - PREREQUISITES FOR CONSIDERATION

Minimum candidate criteria required prior to consideration:

- **Meet the age restrictions of the civil service law applicable to the city or town.**
- **Meet the minimum educational requirements of the civil service law.**
- **Be a United States citizen or permanent resident.**
- **Any other objective, merit-based criteria established by Appointing Authority.**

LOCALLY GENERATED PROSPECTIVE CANDIDATES EMPLOYMENT AUTHORIZATION

PRE-EXISTING REQUIREMENTS REMAIN IN PLACE

1. Pass a background investigation completed by the Appointing Authority prior to receiving a conditional offer of employment; *and*
2. Pass any required medical and psychological examinations as well as the Physical Abilities Test (PAT) after receiving a conditional offer of employment.

LOCALLY GENERATED PROSPECTIVE CANDIDATES - Employment Authorization Prerequisites

Locally-Selected candidates must meet all pre-existing criteria; and

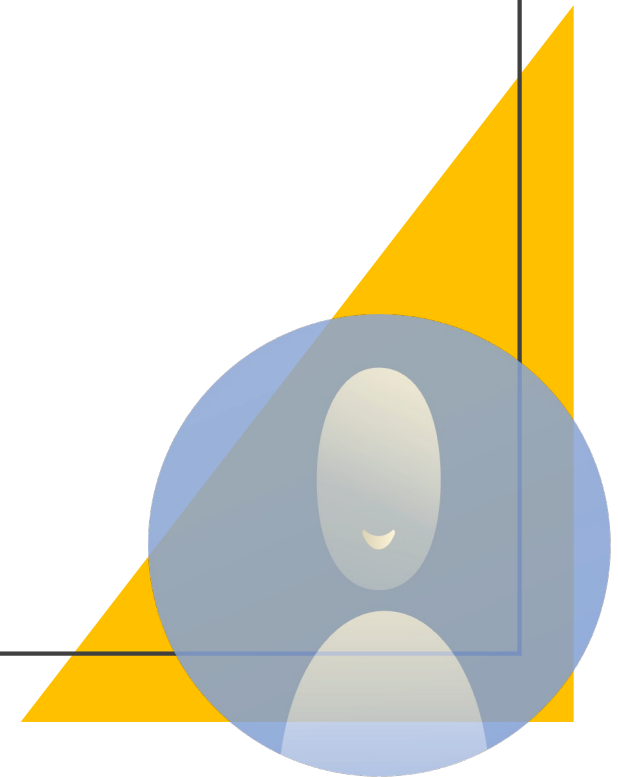
- a. The candidate must have already passed: an entry level civil service examination for police officer within the past five years; or a locally-administered qualifying examination in the past five years; or any examination authorized by HRD; or a prescribed course of study authorized by the MPTC within a time period established through HRD - MPTC consultation; *or*
- b. The candidate has not taken and passed an examination referenced above, but is authorized for student officer employment conditional upon completing a prescribed course of study authorized by the MPTC prior to assuming the duties of a regular police officer; *or*
- c. The candidate is an incumbent Massachusetts salaried police officer; *or*
- d. The candidate has received a waiver from the MPTC within a time period established through HRD – MPTC consultation.

NO RECRUIT MAY PERFORM THE DUTIES OF A POLICE OFFICER PRIOR TO COMPLETING AN MPTC-APPROVED ACADEMY OR HAVING RECEIVED A WAIVER FROM THE MPTC

Proposal

2:

A streamlined
process to facilitate
**more police and fire
cadet programs.**



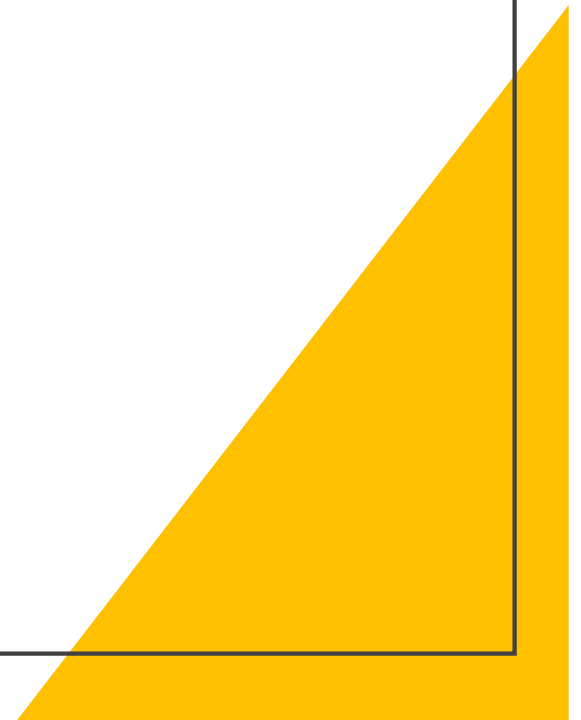
POLICE & FIRE CADET PROGRAM REFORMS

- A Special Act of the Legislature is currently required for cities and towns to secure civil service tenure for entry-level police officers and firefighters appointed through an approved cadet program.
- By adding a new section to the civil service law, no Special Act will be required and cities and towns will only need HRD program approval to make such appointments.
- The cumulative total of cadet and hybrid appointments (combined) may not exceed 50% of total appointments.
- Regional Cadet programs would be permitted and encouraged, with potential state assistance for pilot projects.

Proposal

3:

Reforming the Civil
Service **Residency**
Preference



OVERVIEW OF CIVIL SERVICE RESIDENCY PREFERENCE

- Currently, the civil service law allows cities and towns to consider candidates who qualify for a local residency preference before candidates who do not qualify for the preference.
- The ***intent*** of the law is to allow local residents possessing genuine familiarity with hiring community to be considered before non-residents.
- However, unintended results often arise based on the existing statutory formula which states:

*" ... upon written request of the appointing authority to the administrator, the administrator shall, when certifying names from said eligible list for original appointment to the police force or fire force of a city or town, place the names of all persons who have resided in said city or town **for one year immediately prior to the date of examination** ahead of the name of any person who has not so resided ..."*

EXAMPLES OF UNINTENDED CONSEQUENCES OF CURRENT CIVIL SERVICE RESIDENCY PREFERENCE STATUTORY LANGUAGE

- Some long-term residents, including those who graduated from a local high school, lose their residency preference if they move to a neighboring city or town, a decision often made based on financial reasons.
- Once a city or town exhausts the list of candidates with residency preference, they are provided with the names of hundreds of *statewide* candidates, some of whom might reside 100-250 miles away and do not sign as willing to accept appointment.

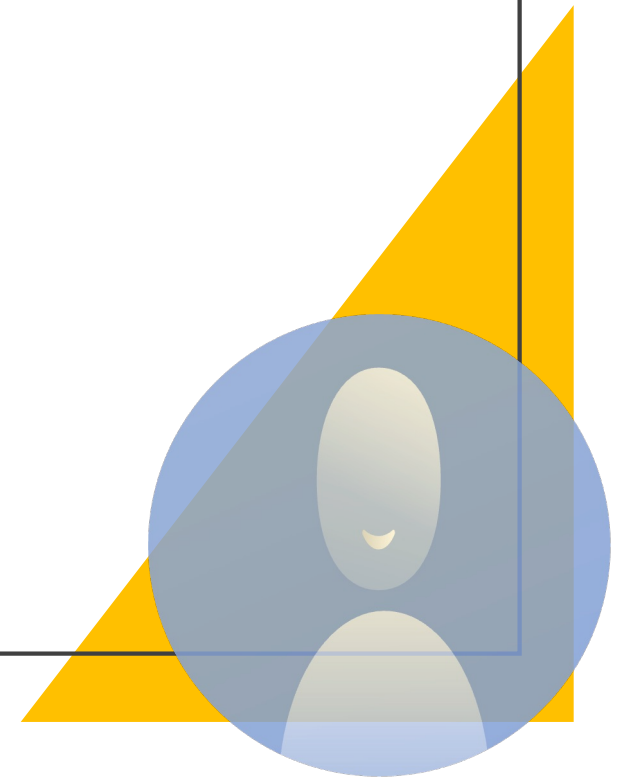
RECOMMENDED RESIDENCY PREFERENCE STATUTE CHANGE

- **Eliminate** the current prescriptive statutory language and **replace it** with language allowing HRD the flexibility to customize residency preference in a manner that meets the needs of civil service communities without reducing the pool of qualified, diverse candidates.

Proposal

4:

Additional
Administrative Reforms
that don't require
significant statutory
revisions



OTHER HRD-PROPOSED REFORMS FOR CONSIDERATION

- 1. Increase the frequency of entry-level police and fire examinations to tri-annually.**
- 2. Expedite the issuance of entry-level examination results.**
- 3. Enhance partnerships with cities and towns regarding education and recruitment efforts for public safety positions.**
- 4. Streamline the process for obtaining gender-specific certifications for police and fire positions.**
- 5. Work with the legislative commission to reform the existing residency preference formula.**
- 6. Lower the threshold regarding the number of registered candidates required to administer a promotional examination.**
- 7. Allow for additional extensions of probationary periods for public safety officers.**
- 8. Remove obsolete statutory text related to exam fees and ban-the-box language that has been superseded by subsequent law changes.**
- 9. Modify the civil service law to implement the new selection ratio policy previously recommended by the legislative commission.**

BENEFITS OF REFORM PROPOSALS

These proposals are designed to:

- Preserve a unified civil service system that ensures due process protections and anti-nepotism interventions
- Capitalize on major investments in fully validated exams that don't cost municipalities anything and avoid adverse impacts on protected groups
- Enhance the chances that DEIB goals will be met through a continuous pipeline of diverse, qualified candidates
- Create a more robust partnership between state entities and municipalities leading to bolder outreach and recruitment initiatives
- Safeguard statutory preferences for candidates particularly well suited for public safety positions
- Not have any adverse impact on incumbents

