



AFFIRMATIVE ACTION PLAN
ADDENDUM



REVISED MAY 2024

MISSION

The Oregon State Fire Marshal's mission is to protect people, property, and the environment from fire and hazardous materials.

VISION

A prepared, protected, and resilient Oregon.

VALUES

Our values represent our agency's "moral compass." We are committed to living these values daily and embody them in our activities as public safety professionals.

INTEGRITY

We believe in being honest, fair, and doing the right thing in everything we do.

DEDICATION

We are committed to performing our work the best we can in support of our mission, our customers, our stakeholders, the public, and each other.

LEADERSHIP

We are committed to being a leader in the Oregon fire service, leading our organization, and leading ourselves as individuals in our day-to-day work.

PARTNERSHIPS

We believe our success and the success of others depend on collaboration with our stakeholders.

SERVICE TO OTHERS

We believe serving others is a cornerstone of our mission, our day-to-day work, and is all-inclusive.



AGENCY HISTORY

- In 1917, the OSFM began with the state insurance commissioner serving as ex-officio state fire marshal.
- In 1963, the OSFM separated from the insurance commissioner and served under the governor.
- In 1971, the legislature incorporated the OSFM under the Department of Commerce and provided for the appointment of a state fire marshal and the establishment of a separate administration office. The Department of Commerce was dismantled in 1987, and the OSFM was transferred to the Executive Department in 1993.
- The OSFM combined with the Oregon State Police in 1993 to consolidate safety responsibilities.
- July 1, 2023, Oregon State Fire Marshal established as a department.

OREGON STATE FIRE MARSHAL **AGENCY FUNCTION**

The Oregon State Fire Marshal (OSFM) is responsible for protecting Oregonians, their property, and the environment from fire and hazardous materials. It carries out its duties through prevention, preparedness, and response activities. The department provides expertise, technical assistance, model programs, and materials to local, state, private, and public groups to collaboratively reduce fire losses. The department develops, adopts, and interprets the Oregon Fire Code and coordinates with other agencies on statewide issues and during conflagrations, mobilizations, and major emergency incidents.

The OSFM plans, coordinates, and manages emergency response by local fire service providers for the Emergency Conflagration Act, natural disasters, and structural collapses. Through the Community Right to Know program, the OSFM locates and identifies types and amounts of hazardous substances manufactured, stored, and used within Oregon to keep the public informed. The hazardous materials (hazmat) program equips, trains, and administers 13 regional hazardous materials response teams and incident management teams.

The OSFM sets statewide policy and directs the department and all divisions and programs. It provides guidance and policy resources for the Oregon fire service, oversees biennial budgeting, workforce development, annual reporting, and strategic planning. Finally, it leads the response and prevention functions within Oregon's structural fire service jurisdictions, including the wildland-urban interface.

We recognize and understand the need for work around our communities; no two communities are the same, and there can be misunderstandings about race, class, education, culture, and more. We also recognize that similar to urban communities, rural communities can be diverse. We will use data and community stakeholders to ensure we best serve all Oregon communities. Last year, we held town halls across Oregon to gain understanding and find pathways to better serve Oregonians.

AGENCY REPRESENTATIVES

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OREGON STATE FIRE MARSHAL

AFFIRMATIVE ACTION

This applies to all Oregon State Fire Marshal (OSFM) employees and includes all matters relating to hiring, firing, promotion, benefits, compensation, and other terms and conditions of employment, as well as delivery of OSFM services.

The OSFM ensures that it creates, maintains, and embeds a diverse and inclusive environment and organizational culture throughout the agency in keeping with the Office of Culture Change and the Governor's Office's policies. The OSFM also ensures all People of Oregon, regardless of gender, age, race, national origin, color, ethnicity, religion, people with disabilities, sexual orientation, veterans, etc., have a fair and equal chance for available job opportunities within the agency.

The OSFM supports equal employment opportunity laws, rules and regulations, affirmative action concepts, and the right of all persons to work and advance based on ability, and potential. The OSFM will not discriminate, nor tolerate discrimination against any applicant or employee, because of physical or mental disability, race, color, religion, gender, sexual orientation, national origin, or age.

The OSFM will ensure that it provides an environment for all applicants and employees that is free from sexual harassment and intimidation, creating a professional workplace environment.

We support the governor's expectations and will work to model our agency's strategic goals, internally and externally, with our leadership, employee resources, field staff, community-based stakeholders, and the public. We will strive to be a leader for the fire service in this area.

With the OSFM becoming an independent state department on July 1, 2023, by state law, we are working to build an agency that uses the concepts of diversity, equity, and inclusion (DEI), and is solution-oriented, innovative, and organized to create a department to deliver the best possible services to protect the people and property of Oregon.

2021-2023 PROGRESS REPORT

During the 2021-23 biennium, the OSFM was an office under the Oregon State Police, so we do not have a progress report for this period; however, we can expand on recruitment efforts specific to the OSFM during the biennium.

In 2022, the OSFM Human Resources Division was established and began working toward affirmative action goals by encouraging diversity on our recruitment panels. We did this by ensuring panels are comprised of representatives from various departments and levels within the organization and include fire departments across the state. We prioritized DEI-specific questions in our interviews to build a DEI focus and foundation in our hiring processes.

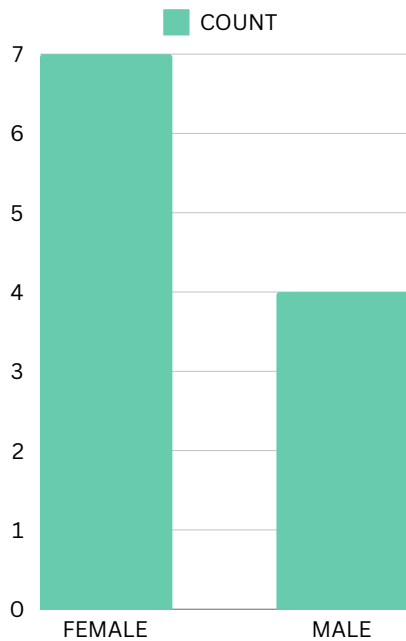
EMPLOYEE DIVERSITY STATISTICS

The OSFM was formed in 1917 within a different agency and became an agency on July 1, 2023. The fire service field is traditionally male-dominated, but the OSFM has experienced a recent increase in management and represented positions held by women.

In 1963, the first Oregon state fire marshal position was held by a man. In 2004, Nancy Orr became the first female Oregon state fire marshal. Today, Mariana Ruiz-Temple serves as the state fire marshal, leading the agency to its status as an independent state agency. Chief Ruiz-Temple is also the first person of Hispanic ethnicity to hold the position. In 60 years, two women have served as the Oregon state fire marshal.

	Administrative Support		Officials & Administrators		Professionals		Uncategorized		Total	
	%	#	%	#	%	#	%	#	%	#
Gender										
Female	95.0%	20	36.4%	4	41.9%	46	55.6%	5	50.7%	70
Male	5.0%	1	63.60%	7	58.1%	60	44.4%	4	49.3%	69
Total	100.0%	21	100.00%	11	100.0%	106	100.0%	9	100.0%	139

While we are at 48.7% of women in the agency, we believe that number could increase through succession planning and continued employee development, and our traditional male staff in the Baby Boomer and General X categories decrease.

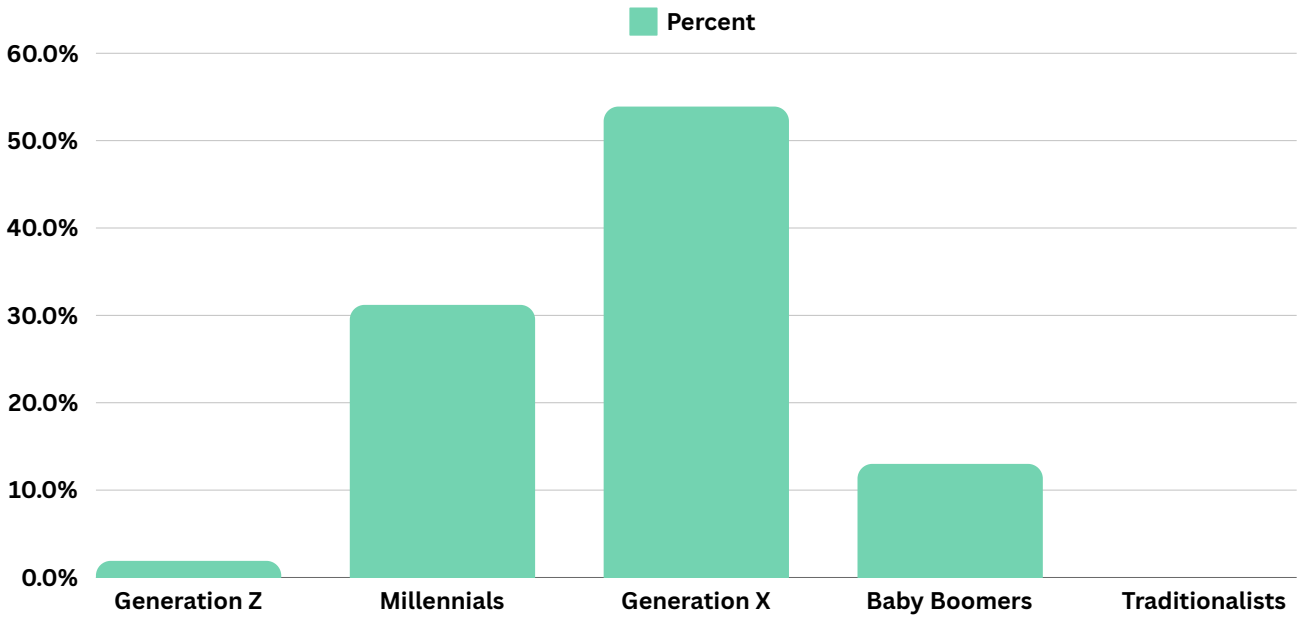


While we have had seven internal female promotions, we have a lot of work to do in this category.

As of May 2024, OSFM has 53.9% in the Generation X category, 13% in the Baby Boomer category, and 31.2% in the Millennial category, with only 1.9% in the Generation Z category. Generation Z and Millennials have increased while decreases have happened in Generation X and Baby Boomers. The OSFM recognizes the need for succession planning and recruiting through schools, stakeholders, and community organizations.

Generation	%	#
Generation Z (1997-2012)	1.9%	2
Millennials (1981 - 1996)	31.2%	43
Generation X (1965 - 1980)	53.9%	78
Baby Boomers (1947 - 1964)	13.0%	21
Traditionalists (1917 - 1946)	0.0%	0
TOTAL	100.0%	144

WORKERS BY GENERATION



VETERAN STATUS

Veteran Status	%	#
Not a Veteran	88.3%	136
Veteran	11.7%	18
TOTAL	100.0%	154

The OSFM is invested in Veterans' preference in our recruiting process. We advertise on many websites for deputy state fire marshal positions specific to the fire service, such as FireArson.com, Daily Dispatch, and FireCareers.com. Oftentimes, our military personnel have been firefighters or emergency response personnel within their military service which is relatable to positions offered at the OSFM. As of 2024, the job categories at the OSFM have remained the same. Through new positions, the agency has hired another veteran.

The OSFM also has an annual recognition in commencement with Veteran's Day to honor those who served.

EMPLOYEES WITH DISABILITIES

By Classification	Administrative Support	Officials and Administrators	Professionals
Reported Disability	2	1	5
No Disability	19	14	101
Total Staff	21	15	106
Percentage	9.5%	6.7%	4.7%

The OSFM has 9.5% of administrative staff and 7% of professional staff self-reporting as having a disability for a total of 14.2% of the agency. The OSFM will continue to promote a workplace that is free from discrimination in this category and will continue to go through the ADA accommodation process with any employee in need.

The OSFM established a department safety committee and an ergonomics team to ensure employee safety and wellness.

EEO RACE/ETHNICITY STATS

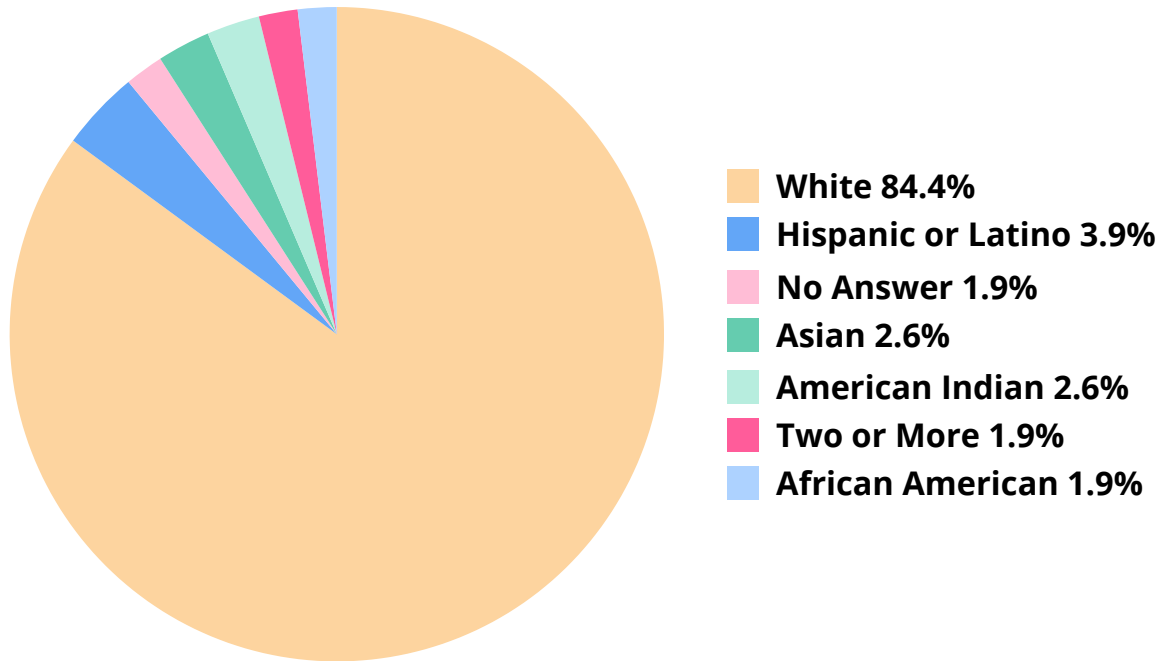
The OSFM hired a diversity, equity, and inclusion (DEI) manager who works with the department and stakeholders to create ways to promote our jobs and increase our diversity to match and better serve the people and communities in Oregon. Increasing Hispanic/Latino, Pacific Islander, Asian, American Indian, and African American staff within the OSFM will help our agency identify with the people of Oregon.

Based on the 2019 census, as cited in the State of Oregon Diversity, Education, and Inclusion Action Plan (linked on p. 13), one in three children (those under age 18) in Oregon is a person of color. People of color make up 10% of Oregon's population age 65 and older. People of color under the age of 15 are at 37%.

In total, 13.3% of Oregon's population identify as Latino or Hispanic. Oregon's Native American population is ranked tenth in the nation and tops the U.S. average. Oregon's Black population rose from 1.9% to 3%. Oregon's Pacific Islander and Asian population is one of the fastest growing, rising from 2.4% to 7%.

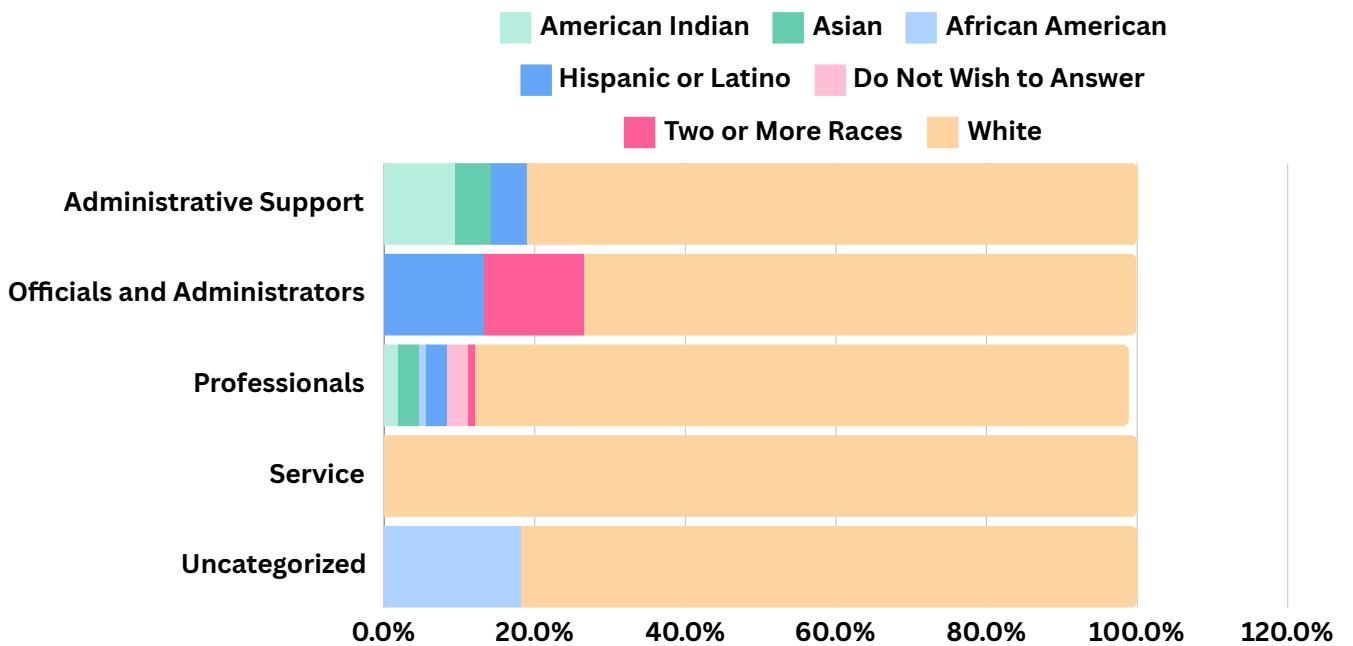
EEO RACE/ETHNICITY STATS

EEO RACE/ETHNICITY



EEO RACE/ETHNICITY STATS

EEO JOB CATAGORIES BY RACE/ETHNICITY



2023-2025 OBJECTIVES

In the 2023-25 biennium, the OSFM will review and develop the following strategies, supporting goals, and implementation processes:

STRATEGY 1 - REVISE RECRUITMENT PROCESSES

Actions:

- Review current recruitment processes.
- Review and develop opportunities to connect at community events and job fairs to increase access to the OSFM's employment opportunities.
- Look at opportunities to post jobs with stakeholders/communities for recruitment.

STRATEGY 2 - UPDATE OUTREACH PROCESSES

Actions:

- Hired a DEI manager to deliver training and outreach opportunities to staff.
- Work with the Fire & Life Education Division to develop, deliver, and track community events and education opportunities for all, including historically marginalized communities.
- Review current outreach processes and track outcomes.
- Connect with other community-minded agencies and organizations.
- Track and inform staff on affirmative action processes.

STRATEGY 3 - INCREASE AWARENESS OF DIVERSITY, EQUITY, AND INCLUSION AMONG THE OSFM STAFF AND EXTERNAL STAKEHOLDERS

Actions:

- Hired a DEI manager.
- Develop and deliver DEI plans and cultural opportunities.
- Share and encourage participation by the OSFM staff in all DEI events and educational opportunities, such as the Annual DEI Conference.
- Continue to support the Oregon Fire Chiefs Association DEI Committee and the NW Fire Diversity Council.

Our plan is to revise and update our current processes while encouraging awareness of the importance of diversity, equity, and inclusion within our department. Work will be implemented over the 23-25 biennium with the goal of breaking down barriers and creating an inclusive environment so that all OSFM employees and stakeholders can thrive.

APPENDIX A

State of Oregon Diversity, Equity, and Inclusion Action Plan, A Roadmap to Racial Equity and Belonging

Roadmap: The Path to Implementing the Diversity, Equity, and Inclusion Action Plan

Racial Equity Goals

Establish

Establish strong leadership to eradicate racial and other forms of disparities in all aspects of state government.

Center

Center equity in budgeting, planning, procurement, and policymaking.

Strengthen

Strengthen public involvement through transformational community engagement, access to information, and decision-making opportunities.

Improve

Improve equitable access to services, programs, and resources including education, health, housing, human services, environmental justice, criminal justice, and economic opportunities.

Foster

Foster an inclusive workplace culture and promote equitable hiring, retention, and promotion practices

DEI Action Plan Objectives

Normalize

Normalize the concepts of racial justice in the state government enterprise - acknowledge history, utilize a racial equity roadmap, familiarize by using concepts and tools that will support efforts to put racial equity at the forefront.

Organize

Organize efforts and build organizational capacity across departments for connected, cohesive, and amplified impacts. Foster both internal and external partnerships.

Operatonalize

Operationalize and embed racial equity into every part of state government.

Guide

Guide and direct enterprise-level operationalizing of racial equity and DEI work.

Inspire

Inspire expansion of equity by sharing and collaborating to build on what is already happening.

Chart adapted for the OSFM use from the "Roadmap: The Path to Implementing the Diversity, Equity, and Inclusion Action Plan" State of Oregon Diversity, Equity, and Inclusion Action Plan, page 13.

APPENDIX B

OSFM DIVERSITY, EQUITY & INCLUSION STATEMENT

The OSFM is committed to establishing, monitoring, and maintaining a diverse workforce, reflective of the people of Oregon, where all employees are valued, treated fairly, and given opportunities to develop, grow, and feel that they truly belong.

The OSFM is committed to equal opportunity for all persons regardless of race, color, religion, sex, sexual orientation, national origin, marital status, age, or disability. Every employee plays a part in our diverse workforce and the inclusive work environment by being respectful and by acting with integrity to one another. Each person's skills, talents, knowledge, experiences, and cultural backgrounds will broaden the range of ideas and perspectives for conducting the work we do.

The OSFM can best promote its programs by recruiting, retaining, and accommodating a diverse group of staff in an environment that is respectful and supportive of their workplace. Diversity, Equity, and Inclusion are the excellence and success to attaining our mission of contributing leadership and resources to increase the skills, knowledge, and career opportunities of the people of Oregon.

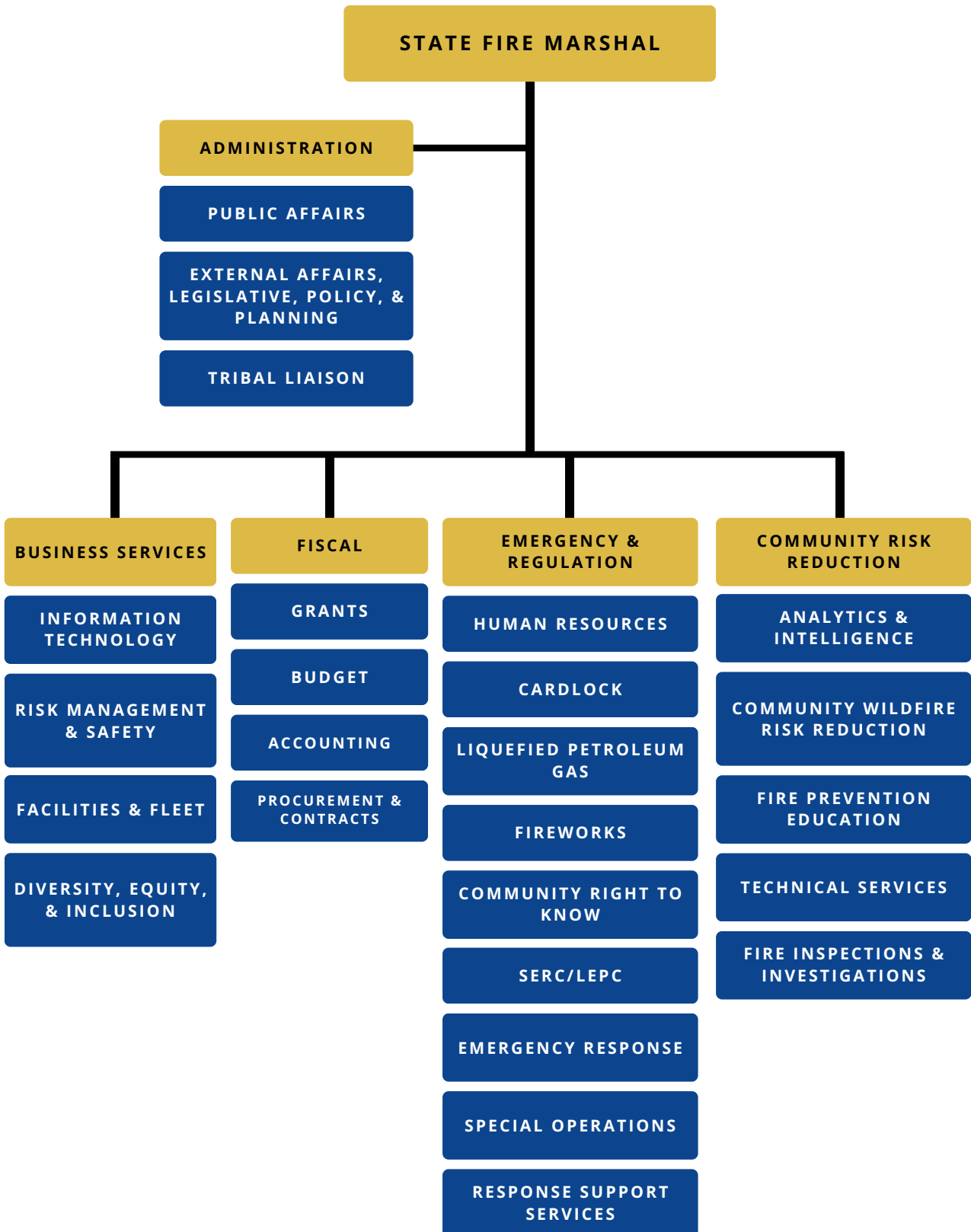
The OSFM is an equal opportunity employer committed to a proactive role in the recruitment and selection process. The OSFM will use recruitment strategies to identify and attract candidates and establish interview panels that represent protected classes.

The OSFM is committed to providing cultural training, career growth, and developmental opportunities to all employees to further advance and promote their knowledge, skills, and abilities as well as build on their culture, differences, and values.

All OSFM staff and managers are responsible for promoting equity and inclusion within the department and responsible for the implementation of the affirmative action plan and diversity and inclusion in the workplace.

APPENDIX C

OSFM Organizational Chart



APPENDIX D

State Policy Documentation

- ADA and Reasonable Accommodation Policy (Statewide policy 50.020.10)
- Discrimination and Harassment Free Workplace (Statewide policy 50.010.01)
- Employee Development and Implementation of Oregon Benchmarks for Workforce Development (Statewide policy 50.045.01)
 - References:
 - Duties of Administrator (ORS 240.145)
 - Rules Applicable to Management Services (ORS 240.250)
- Recruitment and Selection (Statewide policy 40.010.02)
- Veterans Preference in Public Employment (ORS 408.230)
- Equal Opportunity and Affirmative Action Rule (105.040.0001)
- Governor's Agency Expectations



This report was prepared by:

OREGON STATE FIRE MARSHAL

www.oregon.gov/osfm