

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

CONSULTANT - FIRE SUPPRESSION SYSTEMS
CLASSIFICATION SERIES

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Admin. Code, for making classification decisions relative to positions primarily responsible for providing specialized expertise for the fire sprinkler program for the Department of Safety and Professional Services.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definitions of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This series encompasses specialized engineering positions at the Department of Safety and Professional Services, which devote the majority of their time and are primarily responsible for reviewing fire protection plans, consulting on plan review, and reviewing policies and designs. Positions included in this series must meet the Qualifications prescribed under Section III.

C. Exclusions

Excluded from this classification series are the following types of positions:

1. Positions that are not located within the Department of Safety and Professional Services.
2. Positions that do not spend the majority of their time in the fire sprinkler consultant program.
3. Other positions which are more appropriately identified by other classification series.

D. Entrance Into and Progression Through This Series

Employees enter this classification series by competition. Progression to the senior level will occur through reclassification. Progression to the advanced level will occur through some form of competition.

II. DEFINITIONS

CONSULTANT - FIRE SUPPRESSION SYSTEMS

Work is performed under close progressing to limited supervision. Positions at this level receive work assignments which have clearly defined objectives; have specific guidelines and instructions available; may involve complex projects from start to finish; and exercise limited discretion in decision making. The level of involvement in any work assignment is based on an assessment of the employees work by the immediate supervisor.

CONSULTANT - FIRE SUPPRESSION SYSTEMS-SENIOR

There is no allocation at this time.

CONSULTANT - FIRE SUPPRESSION SYSTEMS-ADVANCED

This is the objective level for positions which work under general supervision and are responsible for spending the majority of time reviewing fire protection plans for compliance with Chapters 50 through 64 and NFPA standards and related duties. Determine the adequacy of hydraulic designs to ensure correct operation of sprinkler piping. Determine the correct hazard classification to ensure adequate hydraulic and/or pneumatic balance. Determine the conformance of any water system by calculating the friction loss using the Hazen-Williams equation or other information supplied. Calculate the permissible uniform pressure loss and apply to accepted sizing charts. Review first protection materials on plans to ensure code compliance. Contact product section to ascertain whether alternative approval has been obtained. Review technical drawings, engineering specifications, and/or mechanical designs of equipment, appurtenances, and appliances to ensure backflow prevention. Review engineered fire protection system designs and determine if the system is within the appropriate standards and hydraulic parameters. Respond to submitting parties in writing, telephone or in person, and inform of approval or violation. Suggest possible alternatives and offer assistance. Make recommendations, write reports and briefing papers concerning items which could impact the codes. Maintain monthly reports of activities. Consult in writing, person and telephone with division staff, other state agencies, federal agencies, manufacturers, retailers, contractors, designers, inspectors, legislators, engineers, architects, local officials and the general public. Consult regarding the plan review procedures, policies, and proper design and engineering of fire protection systems. Consult and cooperate with staff from other state agencies concerning the design and installation of fire protection systems serving state-owned buildings. Consult with the fire protection industry, other state departments, and bureau staff concerning cross connection and fire protection systems relating to health care facilities, restaurants, recreational facilities, municipal water supplies, and private wells. Advise land developers, land owners or purchasers, legislators and attorneys regarding fire protection and alternatives available under the state commercial building code or acceptable engineering practices for the provision of fire protection or the maintenance of fire protection systems. Answer questions regarding code sections and department policy. Investigate and report to the supervisor the need for response to suggestions or complaints. Respond to requests for information in accordance with the Open Records Law. Consult with and inform enforcement staff, plan

reviewers, and other affected parties of agency decisions regarding code questions. Determine when complex questions must be referred to the supervisor. Determine the appropriate section for referral of complex questions from the public or professionals involved in the fire protection field. Consult on other state codes to determine differences and similarities. Prepare and present training materials for automatic fire sprinkler contractors, inspectors, designers, engineers, architects and the general public pertaining to the requirements of the fire sprinkler and cross connection control requirements. Prepare training materials for continuing education of the fire sprinkler industry and the public dealing with fire sprinkler requirements. Present training sessions dealing with fire sprinklers in cooperation with the University of Wisconsin - Extension, technical colleges, fire sprinkler industry and other state departments and associations. Study any information available through engineering publications, trade literature, or governmental publications that pertains to fire sprinkler. Determine the relative value of information derived from studies in the fire sprinkler field and forward valuable data to the supervisor. Draft written or present oral reports to other sections on information encountered during research that may affect them. Review petition for variance requests for their meeting the intent of the administrative rule. Review petitions for variance requests and determine if sufficient information has been submitted to make an informed decision whether to recommend an approval or denial. Prepare written correspondence to submitting parties explaining any additional information that is required. Review petitions for variance requests for compliance to the intent of the administrative rule and Chapters ILHR 50 through 64. Recommend a decision on each petition for variance request for approval or denial. Draft written correspondence and justification to support recommended decisions to approve a petition for variance including formulating any conditions for approval. Draft written correspondence and justification to support the recommended decision to deny a petition for variance.

III. QUALIFICATIONS

Specific qualifications for a position will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification series was created effective October 12, 1997, and announced in Bulletin CC/SC-74 to describe positions which perform engineering consultation work as it relates to fire suppression for the Department of Commerce. The creation of this classification series resulted from the Governor's Human Resource Reform Commission recommendation simplify the classification system. This action resulted in the abolishment of the Engineering Consultant - Fire Suppression classification series (class codes 24401 through 24405). This classification series was modified effective July 17, 2011 and announced in Bulletin OSER-0281-MRS/SC to reflect the movement of positions from the Department of Commerce to the Department of Safety and Professional Services (formerly Department of Regulation and Licensing) as a result of the 2011 Wis. Act 7.

This classification was modified effective April 1, 2018, and announced in bulletin DPM-0465-CC/SC to update the qualification section and to retitle the classification following the passage of Wisconsin 2017 Act 111 which restricted the use of “engineer” in classified titles.

CAJ
SRD
PCF
24561