



MAYOR & COUNCIL COMMUNICATION

DATE: December 2, 2014

PRESENTATION

ITEM – 2b

AGENDA ITEM: Fire Department – New Officers

SUBMITTED BY: Greg Malmquist, Fire Chief

THROUGH: Public Safety Committee

REVIEWED BY: City Administrator, Dean Zuleger

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item Fire Chief
- Report/Presentation.....Fire Chief
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECCOMENDER: Public Safety Committee

FISCAL IMPACT: Reduction in Officer Pay costs by one position. Long term impact will be less likelihood of Officers stepping down and loosing those training dollars spent.

SUMMARY AND ACTION REQUESTED: During the course of fire department structure by the Public Safety Committee, the officer structure was looked at. The structure consisted of 1-Chief, 2-District Chiefs, 4-Captains (only 2 of these positions filled due to low personnel #'s) and 2-Safety Officers. At the recommendation of Public Safety Committee this has been restructured to 1-Chief, 1-Assistant Chief, 4-Captains (only 2 of these positions filled due to low personnel #'s) and 2-Lieutenants.

NOTE: Safety Officers were not a supervisory position, they dealt strictly with Safety matters. The creation of Lieutenants is a Jr. Fire Officer with supervisory responsibility.

Job descriptions were eliminated and rewritten. Each position was posted for 2 weeks followed by an interview process. While there were several applicants for the Station #1 Lt's. position and it has been filled, we had only one applicant for the Station #2 Lt's. position. The lone applicant

then withdrew the application for personal reasons. The dept. officers discussed at length and determined the best course of action was to delay re-posting of the position for 6 months. This will allow us to implement the new position at Station #1, make adjustments and will also stagger the 1 year terms of Lt. which will benefit us into the future.

We are now filling the second Lieutenant position at Station #2. We had two applicants and interviews were conducted by Station #2 Captain Noah Malmquist, Assistant Chief Mike Cornell and Chief Malmquist.

This completes the officer restructuring process.

BACKGROUND INFORMATION (SWOT):

Strengths	More efficient operation. Creation of Lieutenants positions will build a better prepared and trained officer program. Support the Station Captains.
Weaknesses	Safety responsibilities now fall on all personnel and more specifically the officers. Shift in roles and responsibilities.
Opportunities	Greater opportunities for personnel to try officer role with minimal commitment.
Threats	Adjusting to new roles and responsibilities. Adjusting to Lieutenants role at emergency scenes.

RECOMMENDATION: Recognition of, Oath of Office and pinning of new officer in the fire department

Station #2 Lieutenant – Brian Johnson