



STAFF REPORT

DATE: January 15, 2019

CONSENT

TO: City Council

FROM: Greg Malmquist, Fire Chief

AGENDA ITEM: Conditional Job Offer to Part Time Firefighter Applicants, Brandon DuCharme and Cameron Huntington

REVIEWED BY: Kristina Handt, City Administrator

BACKGROUND:

The City advertised for applications for Part Time Firefighter positions. On Monday, December 17th and Wednesday December 19th, applicants were interviewed by staff.

ISSUE BEFORE COUNCIL:

Should the Council make a conditional job offer to Brandon DuCharme and Cameron Huntington, to allow them to continue in the hiring process?

PROPOSAL DETAILS/ANALYSIS:

Staff is recommending the Council make the offer to both applicants to allow them to proceed in the process.

Both applicants have met the minimum requirements of the hiring process as well as the interview process. Upon approval of this Conditional Job Offer applicants will move forward in the process. Pending successful completion of the following: 1) Pre-Placement Physical and 2) Psychological Evaluation, applicants will be placed on the department as Part Time Firefighters under a six month probationary period.

FISCAL IMPACT:

Psychological Exam = \$425.00 x 2, Preplacement Physical Exam = \$363.00 x 2 for a total of \$1576.00.

Wage of \$17.00/hour when shift coverage starts. Wage and benefits are provided within the 2018 adopted budget.

OPTIONS:

- 1) Make conditional job offer to continue with process.
- 2) Do not approve conditional job offers

RECOMMENDATION:

If removed from consent agenda:

Motion of a conditional job offer to Brandon DuCharme and Cameron Huntington, to allow them to continue with and complete the additional requirements of the hiring process. 1) Pre-Placement Physical and 2) Psychological Evaluation.

ATTACHMENTS:

None