



## STAFF REPORT

DATE: July 16, 2019

### **CONSENT**

**TO:** City Council

**FROM:** Greg Malmquist, Fire Chief

**AGENDA ITEM:** Job Offer to POC (Paid on Call) Firefighter Applicant, Katie Hawke

**REVIEWED BY:** Kristina Handt, City Administrator

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#### **BACKGROUND:**

The Lake Elmo Fire Department is continually seeking applicants to fill the Paid on Call ranks. We currently have 18 out of an allowed 32 Paid on Call personnel. Paid on Call personnel continue to be a vital part of our overall response coverage in conjunction with the Part Time Firefighters. Paid on Call personnel fill in open shifts, respond on calls outside the 6AM – 6 PM timeframe and for any All Call pages.

#### **ISSUE BEFORE COUNCIL:**

Should the Council make a job offer to Katie Hawke, to allow her to become a POC FF?

#### **PROPOSAL DETAILS/ANALYSIS:**

Staff is recommending the Council make the offer to applicant FF Katie Hawke as a POC FF without conditions.

Katie Hawke is currently a Part Time Firefighter for Lake Elmo and recently moved to Lake Elmo. She was previously a Paid on Call FF with LSCV. Because FF Hawke is currently a PT FF, which also meets all the requirements of POC and has completed her 6 month Probationary Period in that role, we are recommended waiving the required Probationary Period and conditions for POC FF's. This would allow her to begin full response as a POC FF immediately.

#### **FISCAL IMPACT:**

Future costs of training and wages.

#### **OPTIONS:**

- 1) Make job offer to be a POC FF
- 2) Do not approve job offer

#### **RECOMMENDATION:**

If removed from consent agenda:

**Motion of a job offer to Katie Hawke to allow her to become a POC FF.**

#### **ATTACHMENTS:**

None