



STAFF REPORT

DATE: August 17, 2021

CONSENT

TO: Honorable Mayor and City Council

FROM: Jake Dickson, Assistant City Administrator

AGENDA ITEM: Hiring Paid on Call Firefighters

REVIEWED BY: Dustin Kalis, Fire Chief

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 35 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.

Staff conducted candidate interviews on July 12th.

ISSUE BEFORE COUNCIL:

Should the Council make conditional job offers to Peter Haveman and Dale Klitzke?

PROPOSAL DETAILS/ANALYSIS:

Upon approval, a conditional job offer will be made contingent upon Background Screening, Drug Screening, Pre-Placement Physical, Psychological Examination, and Abilities Test. Upon meeting those conditions the applicants will be placed on the department as Probationary Firefighters. During the probationary period, the applicant will complete all required training, Firefighter I & II, HazMat Operations, First Responder and CPR/AED.

FISCAL IMPACT:

Pre-placement psychological, drug, and physical examinations cost of approximately \$1,675 for 2 Firefighters.

Future costs of training, uniforms and wages.

OPTIONS:

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

RECOMMENDATION:

If removed from consent agenda:

“Move to approve conditional job offers to Dale Klitzke and Peter Haveman for Paid on Call Firefighter Positions.”

ATTACHMENTS:

None