



STAFF REPORT

DATE: March 20, 2018
REGULAR
ITEM #: 12

TO: Mayor and City Council
FROM: Greg Malmquist, Fire Chief
AGENDA ITEM: Authorize Advertising for Part Time Firefighters.
REVIEWED BY: Kristina Handt, City Administrator

BACKGROUND:

On July 18, 2017, the City Council approved the hiring of Part Time Firefighters to staff the station, 7 days a week from 6 AM to 6 PM, (2 – 6 hour shifts daily). Staffing would be as follows:

M-F, 6 AM – Noon, 1-Part Time Firefighter + Administrative Assistant from 7 – Noon
M-F, Noon – 6 PM, 2-Part Time Firefighters
Sat/Sun, 6 AM – Noon, 2-Part Time Firefighters
Sat/Sun, Noon – 6 PM, 2-Part Time Firefighters

Since implementation of this staffing, we have struggled to fill all shifts. At the February 7, 2018 Council meeting the Substitute Firefighter position was approved. This utilizes Firefighters from our current Paid on Call ranks to fill shift openings. While this has improved our shift coverage, the recent resignation of one Part Time Firefighter has set us back.

Staff has taken this opportunity to pause and evaluate the staffing with Part Time Firefighters to date and determine what is working, what isn't and what can we improve on? We have also asked the remaining Part Timers to evaluate changes in their availability since being hired and any foreseen changes. Several of them are considering the option of the Substitute Firefighter as a better alternative by allowing them to continue shift work and fit into their current life better.

ISSUE BEFORE COUNCIL:

Should the Council approve authorizing advertising for Part Time Firefighters and creating an eligibility list?

PROPOSAL:

Staff would like to advertise for the hiring of Part Time Firefighters to build an applicant list, to be utilized and valid for one year. This should help us fill current openings and any vacancies that may arise, without the need to go through the entire process again.

FISCAL IMPACT:

There will be no additional wage impact as we will advertise at the current \$17/hour rate. The only additional costs will be for the necessary uniforms and turnout gear.

RECOMMENDATION:

“Move to approve authorize advertising for Part Time Firefighters and creation of an eligibility list.”

ATTACHMENTS: None