



Request for City Council Committee Action

Date: August 16, 2004

To: Ways & Means Committee

Prepared or Submitted by: Amy Hirsch/Timothy Giles

Phone: 673-3344

Approved by: _____
Pam French
Director, Human Resources

John Moir
City Coordinator

Subject: Referred from Executive Committee, reclassify the position of Chief, Fire and Emergency Preparedness to Chief, Fire Department

Presenters in Committee: Pam French/Timothy Giles

Recommendations:

- 1) Reclassify the appointed position of Chief, Fire and Emergency Preparedness, Grade 18 (810 points) to Chief, Fire Department, Grade 17 (768 points) with an annual salary range of \$104,191 - \$115,159, effective August 3, 2004. Due to the governor's cap, the actual maximum salary will be \$114,288.
- 2) Adopt the salary ordinance for Chief, Fire Department, effective August 3, 2004. The salary ordinance is attached for your convenience.

Financial Impact (Check those that apply)

No financial impact (If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain):

Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information

In 2002, the Chief, Fire Department assumed additional emergency preparedness responsibilities. At that time, the position was upgraded to its current grade level 18 with 810 points. The position is currently vacant and the emergency preparedness function has been delegated to another appointed position in the City. As such, an evaluation was requested to ensure proper classification of the position.

The Chief, Fire Department will function as it did prior to 2002, when the emergency preparedness function was added. The position will serve as the executive leadership role in the Fire Department. This will include providing leadership, planning, and direction to department administration, the Fire Prevention Bureau, and Fire Suppression Force.

I recommend that the position of Chief, Fire and Emergency Preparedness be reclassified from grade 18 (810 points), to Chief, Fire Department, grade 17 (768 points) with an annual salary range of \$104,191 - \$115,159 effective August 3, 2004. Due to the Governor's Cap, the actual maximum salary for this position will be \$114,288. I further recommend that the salary ordinance for Chief, Fire Department, be adopted effective August 3, 2004. The salary ordinance is attached for your convenience.

cc: Bonnie Bleskachek, Chief, Fire Department
Timothy Giles, Director, Employee Services
Steve Nutting, Senior Human Resources Consultant
Mike Anderson, Central Payroll
Crystal DeJarlais, HRIS
Barbara Payton, HRIS
Betty Stanifer, Classifications
Amy Hirsch, Compensation
File