

March 8, 2005

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Executive Summary

I'm currently serving as the interim Problem Properties Unit manager. I have been operating in this position since November of 2004. I have also taken over the responsibility of managing the 249 and VBR programs for the department. Since I have been performing in this capacity, I have had the opportunity to change, streamline, teach and implement some of my ideas. Much of that surrounds employee development. There was an additional team member assigned as of the first of the year, because of the expansion of roles and competencies of the unit, there were a number of applicants for that position. I believe that I have demonstrated my continued high level of commitment to this position as I did in my former employ with the city. That is evidenced through the significant reduction in calls for service to properties that have been referred to the PPU team. In addition to the streamlining of property recommendations from the 249 list to the PS&RS committee.

I was employed for 29 years at the Minneapolis Fire Department. The Minneapolis Fire Department is a professional emergency response organization with 450 full time employees. I had served as their Fire Marshal, Deputy Chief of Operations, Director of the Fire College, Battalion Chief, Captain, Fire Motor Operator and Firefighter.

I was a member of their Top Management Team (1995-2004), the Minneapolis Fire Quality committee (1995-2004), Minneapolis Fire Prevention Bureau Inspection Committee (1999-2004), and the Minneapolis Fire Bureau Appeals board chair (1999-2004).

I have completed the course work at the National Fire Academy as an Executive Fire Officer, (EFO non-participant). These courses are all at the baccalaureate or masters degree level, and are attended for two weeks each on their campus. I'm currently certified as a Hazardous Materials Specialist designated through the Hennepin Technical College, and have been a certified emergency medical technician (EMT) since 1980. I have a Human Resource Generalist certification from Carlson school of management, Fire inspection/Arson Investigation certification from Hennepin Technical College and have had extensive Top Management experience. I'm currently completing a degree in Fire Science, 2005.

Professional background

Fire Marshal (1999-2004)

The Fire Marshal is an executive level Top Management Team position. The main function is maintaining code compliance for all new and existing structures within the City of Minneapolis. This encompasses both commercial and residential properties, through utilizing the International code models. I have extensive experience working with the City attorney's office, writing and developing ordinances. In the scope of these duties, I often crossed all divisional enforcement jurisdictions within the City. This included the Building, Housing, Planning, Zoning and Police department.

I analyzed, developed, and implemented a professionally certified Fire Inspector program. Emphasis was put on education with measurable outcomes. This was accomplished through the hiring of six new personnel to augment two incumbents and expansion of two additional staff from the suppression forces. This staff was responsible for plan review of all fire suppression systems, fire alarm systems, and hazardous material facilities. In addition they inspected commercial and residential properties greater than four units for code compliance.

I was the representative for the City that wrote the RFP portion of the new Light Rail System, spending three years in committee to ensure its implementation and safety. I also was responsible for the annual inspections of those 1100 commercial Hazmat properties required to report under SARA Title III per federal regulation. That data and other code compliance research were used to continually assess the risk of the community.

I have made numerous presentations to the general public, and design professionals on code compliance and community risk reduction. I was the Chief Officer for logistics in 911 dispatch for all multiple alarm emergencies in the City for over four years. In responding to complaints from constituents, I have worked closely with city council staff to abate their concerns. I made many media presentations on life safety preventative measures through the cable access programming of the city.

Deputy Chief of Operations (1997-1999)

The Deputy Chief of Operations is an executive level Top Management Team position; I directed and was responsible for all fire suppression and emergency medical services. There were a total of 109 personnel working on any given day. They staffed approximately 26 pieces of fire apparatus, and responded to

all medical, hazmat, and fire emergencies in the city. I initiated planning programs to address evolving fire protection problems. I formulated, received and recommended for approval policies on fire and emergency operations and the administration of the firefighting force.

Director of Fire College (Deputy Chief Equivalent 1995-1997)

The Deputy Chief of the Training division is an executive level Top Management Team position. In this position I was responsible for all ongoing development and implementation of fire tactics standard operating procedures. I evaluated all personnel on an annual basis to ensure that they were efficient in their basic fire ground tactics. I was responsible for the training and ongoing education of three fire recruit class's. I continued to measure the effectiveness of those programs and made changes where necessary. These new hires, spent time with myself and my staff to learn the basic firefighting functions that they would perform on the fire ground. In addition I over saw their training to pass the National Emergency Medical Technician test which was a condition of employment, and their college curriculum. I researched, validated, and implemented the Fire departments new firefighter cadet entrance physical evaluation through coordinated efforts of the Top Management Team staff and consultants. In cooperation with the Human resources department I helped develop examination procedures for Fire Motor Operators, Captains and Battalion Chiefs.

Battalion Chief (1993-1995)

I supervised a Fire District of which there are four covering the City. This generally encompassed five fire stations. I managed their day to day activities to include, staffing, inspections, training and performance related subject. I performed the duties of the Incident Commander at all emergencies that required a Chief Officer in my district. I investigated performance related concerns, harassment complaints and reported them with recommendations to upper management.

Fire Captain (1985-1993)

Fire Motor Operator (1983-1985)

Fire Fighter (1975-1983)

Additional information has been attached, as a summary to the Hennepin Technical College as to the depth of my experience and performance as it relates to these positions.