



FIRE DEPARTMENT

130 W. ST. PAUL AVENUE
WAUKESHA, WISCONSIN 53188-5172
TELEPHONE: (262) 524-3649 FAX: (262) 524-3670

Steven Howard, Fire Chief

showard@ci.waukesha.wi.us

February 4, 2019

Ald. Joe Pieper, Chair
Finance Committee
1011 W. Glenn Drive
Waukesha, WI 53188

SUBJECT: FIRE DEPARTMENT OVERTIME USAGE – FOURTH QUARTER 2018

Dear Ald. Pieper:

As requested by the Finance Department, the Fire Department is providing a quarterly update on overtime usage. The information being provided, covers the period January 1, 2018 through December 21, 2018 (final payroll of 2018). The overtime expenditure for 2018 is \$455,361, which is approximately 131% of the department's total 2018 overtime budget of \$339,700.

The department continued to experience above normal levels of leaves taken for serious medical issues and approved Family Medical Leave events throughout the last quarter of 2018. In addition, we experienced retirements that left firefighter vacancies. Shift transfers of personnel were made in an effort to equalize our personnel resources to meet minimum staffing and service level requirements, while attempting to minimize any additional financial impact. We have filled the vacant positions, and anticipate assigning the recruit firefighters to their shifts mid-February.

Fire Department staff spent time analyzing the details of data and determined that, specifically, there were 2 unfortunate circumstances where employees were unable to perform the duties of a firefighter for almost all of 2018. Although every year has the potential of experiencing these types of occurrences, we conclude that 2018 was an anomaly. As always, we remain proactive in monitoring medical leaves and vacancies, and continue to efficiently and effectively maintain staffing levels.

If you have any additional concerns regarding this matter, please feel free to contact me at (262) 524-3649.

Sincerely,

Steve Howard, Fire Chief
City of Waukesha

kss

