



FIRE DEPARTMENT

130 W. ST. PAUL AVENUE
WAUKESHA, WISCONSIN 53188-5172
TELEPHONE 262/524-3651 FAX 262/524-3670

November 12, 2014

Ald. Joan Francoeur, Chair
City of Waukesha Human Resource Committee
201 N. Comanche Lane
Waukesha, WI 53188

Regarding: Request to temporarily increase staffing at the Firefighter level by one (1) position during the pendency of the vacancy at the Fire Chief level

Dear Ald. Francoeur,

Based on conversation with the City Administrator and the Finance Manager, the fire department is seeking authorization to temporarily increase the number of authorized firefighters while the Fire Chief's position remains vacant due to litigation. (This request will not exceed "FTE Funded" positions of 102.5, as authorized by City of Waukesha Policy B-16.)

Information provided by the City Attorney's office indicates that the litigation regarding the demotion of the former Fire Chief (presently in the Court of Appeals) will not be resolved in 2015. Currently, the department has an Acting Fire Chief, Assistant Chief, Battalion Chief and Lieutenant, causing the vacancy of a firefighter position on a duty shift. This vacancy is resulting in overtime, almost daily. As a means of reducing overtime costs associated with maintaining our minimum staffing levels, we are requesting that the Human Resources Committee authorize the filling of a firefighter position while the Fire Chief's position remains vacant. Upon approval, we would anticipate a start date in January 2015. As future retirements occur, we will re-evaluate this situation with the City Administrator and the Finance Manager.

Staff will be in attendance at the meeting of November 19, 2014.

Sincerely,

Steve Howard, Acting Fire Chief
City of Waukesha

Copies: City Administrator Ed Henschel
Mayor Shawn Reilly
Finance Manager Rich Abbot
Human Resources Manager Donna Whalen

