

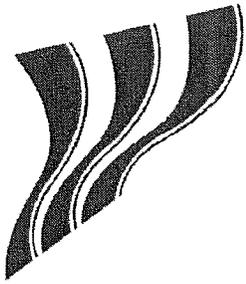
**CITY OF WILLMAR**

**LABOR RELATIONS COMMITTEE MEETING  
4:45 PM, WEDNESDAY, AUGUST 21, 2013  
CONFERENCE ROOM #1  
CITY OFFICE BUILDING**

**Chair: Steve Ahmann**  
**Members: Denis Anderson**  
**Ron Christianson**  
**Jim Dokken**

**AGENDA**

1. Meeting Called to Order
2. Public Comment
3. Closed Session Pursuant to Minn. Stat. §13D.03 to Discuss Labor Negotiations
4. Reopen Meeting
5. Consideration of Request to Increase the Number of Paid On-Call Firefighters from 35 to 40.
6. Consideration of Request to Fill Vacancy - Public Works, Laborer I
7. Organizational Study from Council Special Session
8. Establish/Adopt Process for Preparation of Council and Committee Agendas Prior to Meetings
9. Future Items:
  - A. CVB Contract
10. Old Business
11. New Business
12. Adjourn



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: \_\_\_\_\_

Meeting Date: \_\_\_\_\_

Attachments: Yes No X

CITY COUNCIL ACTION

Date: \_\_\_\_\_

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended  | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other    |                                 |

Originating Department: Fire Department

Agenda Item: Increase the maximum approved roster of the fire department to 40 firefighters.

**Recommended Action:** Allow the fire department to increase the approved maximum roster to 40 and allow the department to hire an additional 7 Paid On-Call (POC) firefighters bringing the total number of active firefighters to 40.

**Background/Summary:** The current approved roster for the Willmar Fire Department is 35 POC firefighters. Currently the fire department has 32 active firefighters on the department and 1 on a leave of absence.

As a POC department, we are generally the 3rd priority for our firefighters coming behind family and their full-time employment preventing us from maintaining a predictable level of staffing from day to day. As we look to the future we anticipate the retirement of up to 7 firefighters by the year 2016; therefore it will be crucial to add personnel and build their experience by taking advantage of the institutional knowledge of those looking to retire.

Also to be considered, the demographics and transient nature of society has made it difficult to recruit and retain good firefighters. Statistics show one of every four firefighters does not finish their first year. On average after the second year, the current turnover rate is at 50%. Therefore, in order to assure the community receives and maintains the current level of service; we will require more firefighters than in the past.

In addition, staff will be implementing a zero-tolerance alcohol policy, which would in turn reduce the number of firefighters available on any given day.

**Alternatives:**

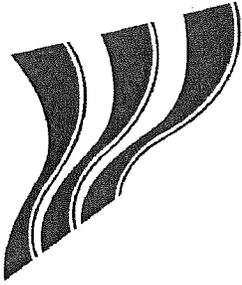
- 1) Reduce the requested maximum roster from 40 to a lesser amount.
- 2) Maintain our current approved maximum roster at 35.

**Financial Considerations:** The initial cost of hiring a POC firefighter along with the first year of training is approximately \$3,600. This cost includes a medical examination, psychological exam, Firefighter I & II training, EMS training, and Minnesota Fire Service Certification Board costs. The increased 2014 budget requests for training and subsistence of persons reflects the annual costs of a larger roster.

Preparer: Gary Hendrickson Fire Chief

Signature: \_\_\_\_\_

Comments:



**CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION**

**Agenda Item Number:** \_\_\_\_\_

**Meeting Date:** August 21, 2013

**Attachments:** Yes  No

**CITY COUNCIL ACTION**

**Date:** September 3, 2023

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended  | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other    |                                 |

**Originating Department:** Public Works

**Agenda Item:** Consideration of Request to Fill Vacancy – Public Works Operator

**Recommended Action:** Approve the filling of the Public Works vacancy created by the promotion of staff to Working Foreman.

**Background/Summary:** Following in-house promotions to the positions of Public Works Superintendent and Working Foreman, there exists a vacancy at the Operator level that is necessary to fill.

**Alternatives:** Not hire and operate short-handed.

**Financial Considerations:** The position is in the 2013 and 2014 Budgets.

**Preparer:** Bruce D. Peterson, AICP, Acting Public Works Director

**Signature:**

**Comments:**