



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Victor Voss, Deputy Chief

DATE: June 1, 2016

RE: Firefighter Vacancy

Kevin Kloehn's promotion to Fire Chief has created a firefighter vacancy within our Department. His vacancy is a budgeted position and filling his position will be needed to maintain our current staffing levels.

Per Local 275's contract, when a line staff member transfers from a union position to a non-union position they have a 30 days to familiarize themselves and transfer back to their union position within 31 days. Therefore, we cannot make an offer to anyone until July 7th. Once an offer is made, the candidate will need to successfully pass pre-employment testing, give notice to their current employer and go through four weeks of recruit training before they can begin working 24-hour shifts. At the earliest, this person will not start working 24-hour shifts until mid-August and we will have to fill this position with overtime until that time. We do have a current eligibility list to use to fill this vacancy.

An appropriate motion would be recommending the City of Neenah and City of Menasha Common Council's authorize hiring one firefighter after July 7, 2016 and subject to Kevin Kloehn not returning to his line staff position.

If you have any questions, please feel free to call me at 886-6202. Thank you for your consideration.

VV/tt