



Minutes
Committee #2
Labor Negotiations, Personnel, Policy & Administration
October 29, 2012

Committee #2 met on Monday, October 29, 2012 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: CW King, Bill Hicks, Chuck Hull, Jane Lardahl, George Adrian, Mayor Hoffman

Others present: Finance Manager/Treasurer Lynne Bauer, Fire Chief Tom Larson, Fire Department Personnel - Mike Hepfler, Chuck Goettl, Bill Schultz, Kyle Schimmel, Jim Spaeth, Paul Jerrett.

Call to Order: 8:08 AM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Open Session**
2. **Discuss organizational structure in Fire Department. Possible recommendations to the Council.**

Fire Chief Tom Larson presented his recommendation (attached) for the Fire Department Structure due to the retirement of Battalion Chief Joe See. He is proposing that there be three senior officers: "A" Shift Battalion Chief in charge of HAZMAT response and special rescue; "B" Shift Chief/Battalion Chief in charge of operations, budget and safety; and a "C" Shift Battalion Chief in charge of EMS and fire training. In addition, in Item D of his recommendation, he is proposing the Battalion Chief positions be "removed" from the salary matrix or set at two pay grades: starting salary of \$58,531 and then one year later be moved to \$59,994 – a 2.5% increase. The current matrix range for Grade 13 is \$46,591.99 to \$69,887.99. According to this proposal, the next Battalion Chief (after the current promotion) would start at 2.5% less than the top annual salary and be subject to the same increase after one year (2.5%). Future pay increases equal to any increases granted to Union 1816 firefighters or any increases granted to non-union salary personnel would apply to this position. In an effort to curb overtime costs, Chief Larson proposed that school training and meeting time would be given in compensatory time hours instead of pay and will be capped at 96 hours per year instead of the current 115. According to Chief Larson, this compensatory time will not generate overtime costs.

Motion by Hicks/Hull to recommend the Council accept Chief Larson's organizational structure proposal. All present voted aye except King who voted nay. Motion carried.

3. **Motion by Hull/Hicks to go into closed session under WI Statutes 19.85(1)(e) “conducting public business with competitive or bargaining implications” to continue negotiations on a new labor agreement with the Chippewa Falls International Association of Firefighters Local 1816; and to include Council Members, Mayor, Finance Manager, Fire Department Union Representatives; may return to open session.**

The Committee discussed issues related to a new labor agreement.

No action taken.

Motion by Hicks/Hull to return to open session. All present voted aye. Motion carried.

4. **Adjournment.**

Motion by Hull/Hicks to adjourn at 8:55 AM. All present voting aye, motion carried.

Minutes submitted by,
CW King, Chair



*Chippewa Falls Fire and Emergency
Services Department*

211 Bay Street, Chippewa Falls, WI 54729
(715) 723-5710 (715) 726-2751 Fax

REPORT

TO: MAYOR GREG HOFFMAN
CHIPPEWA FALLS CITY COUNCIL MEMBERS
FINANCE MANAGER/TREASURER LYNNE BAUER

FROM: CHIPPEWA FALLS FIRE CHIEF TOM LARSON
LIEUTENANT MICHAEL HEPFLER

DATE: OCTOBER 25, 2012

RE: FIRE DEPARTMENT STRUCTURE & PROMOTIONS

We present the following information regarding the Fire Department's structure and promotions from within the ranks.

Chain of Command: *the system by which authority passes down from the top through a series of ranks in which each person is accountable to a superior officer*

In carrying out day to day operations along with responding to emergency call, both the firefighters and the officers, must work as a closely bonded team to execute complex tasks under stressful, difficult, and very dangerous conditions. Success in training and experience requires a common background, including three critical components:

1. A system of rank reflecting a person's responsibilities and experience
2. An organizational structure in which personnel know their responsibilities
3. Customs and traditions that serve to bond fire fighting professionals together

Bases of Rank within the Chain of Command: At least one officer needs to be on-duty 24/7. To accomplish this and allowing for vacations, each shift needs a senior officer and a junior officer.

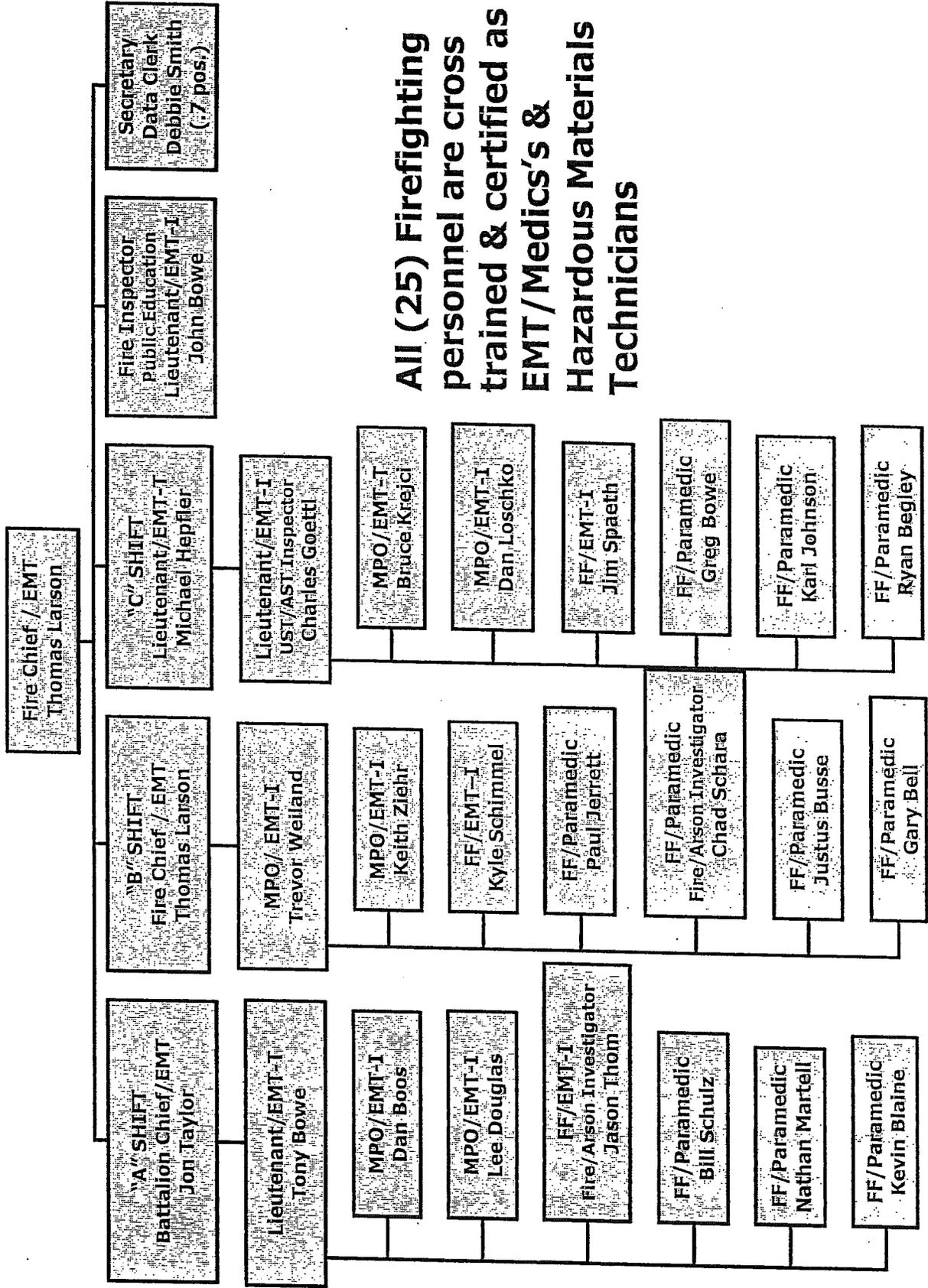
1. Current system of senior officer of Battalion Chief/Fire Chief and junior officer of Lieutenant works extremely well.
2. Increased use of mutual aid (both given and received) and the expansion of state-wide MABAS (Mutual Aid Box Alarm System) warrant Chief Officers of the department.
 - ◆ Increased job responsibilities, training levels and duties (both city and county-wide)
 - ◆ Importance of officer respect level on a county-wide and regional level.
3. Safety of personnel and the public we serve, along with increased liability issues, greatly warrants Chief officers of the department.

Cost Saving Measures to the City of Chippewa Falls:

- A. Battalion Chief Joe See retired August 6, 2012. Department promotions have been frozen since and his Battalion Chief rank position has been left open for ten weeks and counting. (Estimated savings of \$8,000 and counting).
- B. Fire Chief Thomas Larson continues to serve a dual role position since January 2007 as Fire Chief of the Department and also Senior Officer (Battalion Chief) of "B" Shift. (Estimated savings of \$130,000 annually).
- C. New officially assigned duties and responsibilities for each of the senior officers:
Well defined, task oriented, and very efficient multi-tasking use of personnel
- **"A" Shift – (Battalion Chief Taylor)**
 - In charge of Hazardous Materials Response & Special Rescue
 - **"B" Shift - (Fire Chief Larson)**
 - In charge of Operations, Budget & Safety
 - **"C" Shift – (Battalion Chief Hepfler)**
 - in charge of Emergency Medical Services (EMS) & Fire Training
- (Savings of not creating an Assistance Chief position nor creating any Deputy Chief positions).
- D. Remove the Battalion Chief position from the City of Chippewa Falls Pay Schedule A2 Non-union Salary Structure (Matrix).
- ✓ Currently at Grade 13 with ten pay grades from \$46,591 start to \$69,887 maximum. Remove from the Matrix and change to two pay grade; \$58,531 start to \$59,994 one year later.
 - ✓ The next Battalion Chief promotion (following this one) would start at 2.5% less than the top annual salary and be subject to the same increase after one year.
 - ✓ Future pay increases equal to any increases granted to Union 1816 firefighters or any increases granted to non-union salary personnel
- E. Change Battalion Chiefs overtime pay for school training hours and meetings from monetary pay to compensatory time.
- ✓ Cap at 96 hours maximum per year
 - ✓ Allow 48 hours to be carried over into the following year.
 - ✓ Estimated cost savings of \$25,000 per year
- F. Additionally several cost savings proposals are in current negotiations/discussions with Union Local 1816 for a new 2013 labor contract

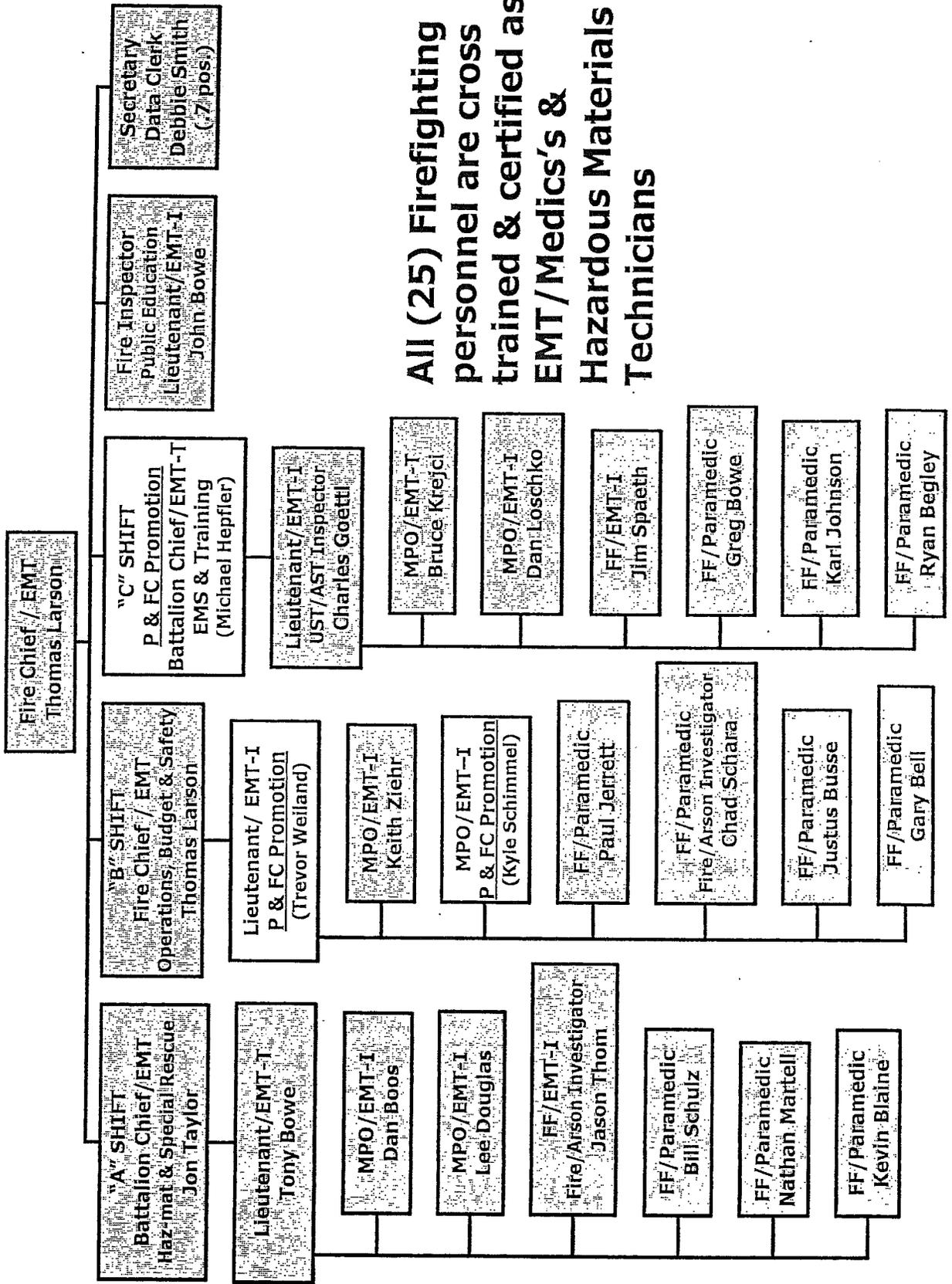
CHIPPEWA FALLS FIRE & EMERGENCY SERVICES

ORGANIZATIONAL CHART (current with promotions frozen)



All (25) Firefighting personnel are cross trained & certified as EMT / Medics's & Hazardous Materials Technicians

CHIPPEWA FALLS FIRE & EMERGENCY SERVICES ORGANIZATIONAL CHART (proposed with Police & Fire Commission Promotions)



**All (25) Firefighting
 personnel are cross
 trained & certified as
 EMT/Medics's &
 Hazardous Materials
 Technicians**