


Office of the City Manager

February 21, 2012

To: Honorable Mayor and Members of the City Council
From: Christine Daniel, Interim City Manager 
Subject: Fire Department Vacancy Update

The purpose of this memorandum is to update you on the status of Fire Department vacancies and the plan for immediately filling the vacant positions.

There are currently twelve (12) vacancies in the Fire Department. The high number of vacant positions is primarily due to retirements that occurred at the end of calendar year 2011. In anticipation of these vacancies, an application process which opened on September 5, 2011 and closed on October 10, 2011 attracted over 800 applications. Through the interview/selection process, seventeen (17) candidates are now in the background phase. The background investigations are expected to be completed by the end of this month. Of these 17 candidates, twelve (12) will be offered conditional offers of employment for further testing and successful passing before an official offer of employment can be given. We expect to give conditional offers at the beginning of March, with official offers by mid-April.

The Fire Recruit Academy is scheduled for May 14th. It will be an eighteen (18) week academy, and these new recruits will be trained and station-ready by the end of September. The recruit graduation date is tentatively scheduled for September 21, 2012. As with previous Fire academies, members of the City Council are invited to attend and your support is much appreciated.

cc: William Rogers, Interim Deputy City Manager
Mark Numainville, Acting City Clerk
Ann-Marie Hogan, City Auditor
Mary Kay Clunies-Ross, Public Information Officer
Debra Pryor, Fire Chief