



**December 2, 2014**

**To: Mayor Bemrich and City Council**  
**From: David Fierke, City Manager**  
**Subject: Appointment of Assistant Fire Chief**

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**ACTION: For vote Monday, December 8th, 2014**

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### **Brief History**

With the retirement of Woody Wolfe on September 30th, 2014 we have an opening for the position of Assistant Fire Chief of EMS and Operations. The recruitment process began in September. Applicants were asked to answer a set of interrogatory questions and to submit their answers along with their application, resume, and three professional references. A civil service list was created on the basis of applicants' answers to the interrogatory questions, scored by the Civil Service Commission.

### **Analysis of Issue**

In October of 2014 the list of eligible's was certified by the Civil Service Commission and approved by City Council. Since then, interviews have taken place, background checks conducted, and references were checked to determine which candidate best met the needs of the fire department to fill the vacant position.

Based upon the results of the previously mentioned actions, a candidate was selected. That candidate is Lenny Sanders. Mr. Sanders graduated from Waldorf College with a Bachelor of Science degree in Fire Science Administration in 2014. He received his paramedic certification from Southeastern Community College in 2004. He is currently employed as a Staff Critical Care Paramedic with Great River Medical Center, West Burlington, IA and serves as President of the West Burlington School Board. Prior to this, Mr. Sanders served as Fire Chief for the West Burlington Fire Department.

Mr. Sanders will begin his employment with us on January 5th, 2015. This will bring us to full staffing levels at the fire department.



**Budget Impact**

Funds have been budgeted for this position.

**Strategic Plan Impact**

The appointment of a new Assistant Fire Chief of EMS and Operations enables the city to continue to provide high-quality EMS and fire safety services to its citizens.

**Comprehensive Plan Impact**

NA

**Subcommittee or Commission Review / Recommendation**

**Staff Conclusions / Recommendations**

The Fire Chief, Acting Human Resource Director and the City Manager recommend approval of this appointment.

**Alternatives**

Failure to appoint causes an administrative burden for the fire department, specifically the Chief. It will require an entirely new search and interview process.

**Implementation and Accountability**

Implementation of this appointment will be overseen by the Fire Chief and Human Resource Director.

Signed

Approved

A handwritten signature in blue ink, appearing to read "D. Fierke".

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Jamie N. Anderson  
Acting Human Resource Director

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David R. Fierke  
City Manager

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION TO APPOINT ASSISTANT FIRE CHIEF OF EMS & OPERATIONS**

**BE IT RESOLVED** by the City Council of the City of Fort Dodge that the following appointment be and the same is hereby made effective the 5th day of January, 2015:

Assistant Fire Chief of EMS & Operations Lenny Sanders

**BE IT FURTHER RESOLVED**, by the City Council of the City of Fort Dodge that said appointment shall be at the following annual salary:

Grade 30 Step B \$65,036.69

**BE IT FURTHER RESOLVED**, by the City Council of the City of Fort Dodge that said appointment shall be at the following annual vacation accrual:

At the rate of an employee starting their 3rd year of service with two (2) weeks the first year, moving to three (3) weeks after one served.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FORT DODGE, IOWA this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

OTHER: \_\_\_\_\_

CITY OF FORT DODGE

\_\_\_\_\_  
Matt Bemrich, Mayor

ATTEST:

\_\_\_\_\_  
Jeff Nemmers, City Clerk