

**TO: Mayor and City Council**

**FROM: City Administrator Ron Johnson**

**SUBJECT: Ambulance Personnel Recommendations**

**DATE: August 25, 2014**

**BACKGROUND**

The Personnel Committee met on August 19 to discuss items related to the Ambulance department. Director Brenda Voshalike informed the committee that she had applied for the full-time paramedic position, the advertising for which was earlier approved by council. Director Voshalike asked that she be reassigned from the director position to the paramedic position. The committee expressed their appreciation to Brenda for her years of service and subsequently acted to bring the following recommendations forward for council consideration/approval:

- Approve the reassignment of Brenda Voshalike from Ambulance Director to Paramedic effective upon a to-be-determined date (either date of commencement of new Director or Interim Director)
- Authorize City Administrator to negotiate on behalf of the city for an Interim Ambulance Director
- Authorize advertising for Ambulance Director

The committee is also recommending that council consider adding another full-time paramedic position to the department, and that council authorize the task force of Ambulance Director Voshalike, Police Chief McCormick and Administrator Johnson to interview from the existing pool of those that applied for the existing Paramedic position.

**REQUESTED COUNCIL ACTION**

A motion to 1) Approve the reassignment of Brenda Voshalike from Ambulance Director to Paramedic at Grade 9, Step 7 effective upon a to-be-determined date (either date of commencement of new Director or Interim Director), 2) Authorize City Administrator Johnson to negotiate on behalf of the city for an Interim Ambulance Director for council approval on 9/16, 3) Authorize advertising for Ambulance Director, and 4) authorize the task force of Ambulance Director Voshalike, Police Chief McCormick and Administrator Johnson to interview from the existing pool of those that applied for the existing Paramedic position, and provide a recommendation to hire at a future council meeting.