

TO: Honorable Mayor and City Council
FROM: Tim Malchow, Ambulance Director
SUBJECT: Hire Unscheduled Part Time Employees
DATE: August 3, 2016

BACKGROUND

The Cannon Falls Ambulance Service is dependent on unscheduled part time employees to staff our ambulance service. With an increase in call volume we need to continue to add personnel to meet the demands of our community. We are seeing our first out ambulance busy with an emergency when additional emergency calls come in requiring a second or third ambulance to respond.

Our current personnel who live in town are often the ones to respond to the second or third ambulance calls. These individuals already put in many hours in addition to responding to backup ambulance calls. To prevent burnout and turnover we are going to add additional unscheduled part time employees.

Kaitlyn Hamilton is an RN with her EMT certification. Kaitlyn has expressed interest in challenging the paramedic exam so she can function as a paramedic for our service.

Kaitlyn has stated she can fulfill the requirements of the position and excited to have an opportunity to work for Cannon Falls.

REQUESTED COUNCIL ACTION

Request a motion to approve the hiring of Kaitlyn Hamilton for unscheduled part time for the ambulance service, contingent on successful background and physical exam.