

MEMORANDUM

TO: Claire Powell, City Manager

FROM: Shante Akafia, Assistant City Manager

DATE: September 14, 2023

SUBJECT: **Approval of a Resolution Authorizing the Addition of up to Three Firefighter Positions, Two Police Officer Positions, One Jailor Position and One Public Safety Dispatcher Position Over the Authorized Number of Positions in the FY 2023-24 Budget to Alleviate Understaffing Caused by Turnover.**

BACKGROUND

City Council previously approved a resolution authorizing the overfill of three firefighter positions, two police officer positions, one jailor position, and one public safety dispatcher position over the authorized budget. This resolution is required each year in conjunction with the budget. Staff requested approval to overfill these positions due the rigorous and lengthy recruitment and selection process necessary to find qualified applicants. In addition, these positions typically have lengthy training periods required before they can work independently in their positions. This resolution requires approval on an annual basis.

ANALYSIS

Since the original authorization of overfill positions, there has only been one occasion where staff was able to fill all vacant police officer positions and one of the authorized overfill positions; however, within two months, staffing was again below the authorized number of positions. Staff has never been able to fill all vacant firefighter, jailor, and dispatcher positions to allow for hiring for the overfill authorization.

It is uncertain whether or not the Police and Fire Departments will ever be able to fill the “overfill” positions; however, should they have qualified applicants, it gives them the flexibility to make the hiring decision if the opportunity arises.

The major risk in allowing the overfilling of positions is, of course, a budgetary one. This seems unlikely due to the hiring history. Both the Police Department and Fire Department typically have salary savings resulting from turnover. However, should staff be successful in overfilling the positions and the additional cost cannot be absorbed in the budget, staff might be forced to seek a supplemental appropriation. Again, staff feels that this is highly unlikely based on our history.

Subject: Resolution Authorizing Overfill
September 14, 2023
Page 2

CITY STAFF'S RECOMMENDATION

That City Council approve the resolution as set forth in the caption above.