

# MEMO:

Date: 9/6/2017

To: Administrative and Personnel Committee

Submitted by: William L. Selzer, Fire Chief, Elm Grove Volunteer Fire Department

**RE: Request for approval and budgetary financing on amendment to Elm Grove Volunteer Paid on Call Program**

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Discussion:

In 1995 the Village Board of Trustees approved the request by the Elm Grove Volunteer Fire Department for a Paid-on- Call program. The program was designed as a recruitment and retention tool used to maintain a highly skilled level of service to the Village.

Unfortunately, over the past 5 years, Volunteer/Paid-on-Call departments have found it more and more challenging to recruit new members and retain existing. We have experienced the natural attrition of an aging department along with members moving outside of our response area for various reason, i.e. job relocation, more affordable housing etc.

When the Department was chartered in 1956, 100% of the 55 members were village residents, in the seventies 87%, in the eighties 63% and today 47% of our 30-line nighttime members reside in the Village. Our continued hope, is to attract village residents willing to serve their community as members of the Elm Grove Volunteer Fire Department.

Over the years we have conducted recruitment programs targeting residents and those who live and work within our response area. To continue these efforts, over the next few months we are planning the following activities:

- Solicit membership at our churches and local clubs
- Have the department featured as the Family of the Month in the Elm Leaves
- Expand activities at the Annual Fire Prevention Open House to include a recruitment component
- Conduct a Family Fire Fun Day in spring giving families and opportunity to participate in fire safety activities and learn more about their fire department
- Provide recruitment handouts to Survive Alive and Fire Prevention Week participants and post the request for volunteers on the Village website

Recently we queried our members to find out approximately how many more years they plan on serving. From that data, the projection below was generated showing how many new recruits we would need to add per year, over the next ten years in order to maintain a line staff of 30.

Years	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>Current Line Members Projected Future Years of Service</b>	28	27	23	21	17	11	11	8	8	8
<b>New Members needed to maintain 30 line members serving 5 years</b>	2	1	4	2	4	7	2	7	2	4

<b>Total membership</b>	30	30	30	30	30	30	30	30	30	30
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Our current membership has an average age of 47, ranges shown below, with an average of 19 years of service.

- 18>25 - 4
- 26>30 - 1
- 31>35 - 2
- 36>40 - 3
- 41>45 - 4
- 46>50 - 4
- 51>55 - 5
- 56>60 - 3
- 61>65 - 0
- 66>70 - 2
- 71> - 1

**The current Paid-on-Call program compensates members for:**

- Attendance at meetings and drills which comprises the quarterly salary – a minimum of 6 per quarter required for receiving that quarter’s pay
- Serving on a Duty Co. from 6pm-7am on weekdays and 7am-7am on weekends every third day
- Attending calls-for-service receive a \$25.00 stipend per call – average
- Years of service stipend – calculated in 5-year increments as a % of the quarterly salary
- Public Relations events – members receive a \$25.00 stipend for events attended

The average 2016 pay per member was \$3,287 for approximately 2007 hours for Meetings and Drills, Duty Co. standby, Calls, and Public Relations events = \$1.64 per hour. The compensation program has remained the same for the past 21 years. Duty Company standby hours are not considered hours of service under the Federal Labor Standard and Wisconsin Retirement.

**The proposed Paid-on-Call Duty Shift Program – is an addition to the current program**

In reviewing the projected attrition trend in the above chart, the need to maintain minimal staffing levels, and the need to recruit new members, the following proposal was developed to:

- Guarantee a minimum staffing of ten; 1 Chief, 3 Officers, 2 MPOs and 4 firefighters during Duty Co. hours by a using the WhenToWork scheduling system for identifying un-covered shift positions. Members would be compensated \$25.00 per 8-hour extra duty shift. Our current Duty Company roster does not support the minimum coverage listed above.
- Reward current members with flexible staffing and incentives to modestly increase their annual pay
- Provide a program that would be attractive to potential new members

**Proposal Request and financial impact.** The department is requesting the following:

- To begin implementation of the program within the next 30 days
- Provide additional shift compensation for 2017 if there is a surplus in the wage account at the end of the year
- Provide funding for the program for the 2018 budget

**Paid on call program addition**

*Proposed: pay an additional \$25 per shift to fill open duty company positions weekend composed of 2 12 hour shifts each day*

Duty company coverage

weekday shifts	5	
weekend shifts (2 per day 12hr)	4	
	9	shifts per week
positions to fill per shift	3	
	27	total positions per week
	52	weeks per year
	1404	total per year

	27	total positions per week
\$ 25.00		
	675	weekly cost for add'l coverage
	52	weeks per year
\$ 35,100.00		annual cost

28 members

	50	average additional shifts per year
\$ 1,253.57		average additional income