

BOARD OF PUBLIC WORKS AND SAFETY
Agenda Request Form

(Form B-01-2012)

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard.

Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:15 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	8/11/2015	Requested Meeting Date:	8/17/2015
		Confirmed Meeting Date:	
Received by:			
Contact Information: Please provide all requested information in the fields below. (Print or Type)			
On Behalf of Organization or Individual:		Fire Department	
Name:	Dan Mc Elyea	Telephone:	(317) 736-3650
Title or Position:	Chief		
E-Mail:	dmcelyea@franklin.in.gov		
Address:	1800 Thornburg Lane		
City:	Franklin	State:	IN
		ZIP:	46131
Who will attend the meeting and present the request?			
Name:	Dan McElyea	Telephone:	(317) 736-3650
Title or Position:	Chief		
E-Mail:	dmcelyea@franklin.in.gov		
Please describe the purpose or title of your presentation.			
appointed Captain and Lt.			
Supporting documents: All supporting documents should be submitted with the request form.			
1. Job description to be entered into the Rules and Regulation			
2.			
3.			
4.			

Questions about this application or the process described should be directed to the Clerk Treasurer's Office at 70 E. Monroe Street, Franklin Indiana 46131 or by email at jalexander@franklin.in.gov or call 317-736-3609.

MEMORANDUM

DATE: August 17, 2015

TO: Mayor McGuinness, Members of the Board of Public Works, Members of the Common Council, Lynnette Gray, City Attorney

FROM: Clerk Treasurer Janet P. Alexander

RE: Salary Ordinance

The Fire Department will be presenting the Board of Public Works with a request to add a title only position for Appointed Officers. With the Board of Public Works recommendation the salary ordinance will add the following titles on page 2 of Budgetary Ordinance No.: 15-14:

- **Captain/Paramedic \$57,071.91 / \$2,195.07**
 - **28 day overtime, \$800yr Clothing Allowance**
- **Appointed Captain \$54,071.91 / \$2,079.69 ****
 - **28 day overtime, \$800yr Clothing Allowance**
- **Appointed Captain/Paramedic \$57,071.91 / \$2,195.07**
 - **28 day overtime, \$800yr Clothing Allowance**
- **Appointed Lieutenant \$51,406.27 / \$1,977.16 ****
 - **28 day overtime, \$800yr Clothing Allowance**
- **Appointed Lieutenant/Paramedic \$54,406.27 / \$2,092.55 ****
 - **28 day overtime, \$800yr Clothing Allowance**

CITY OF FRANKLIN FIRE DEPARTMENT
Rules and Regulations

ARTICLE: III

PAGES: 1 Page

Appointed Officers

SECTION: 11

DATE: _____

DESCRIPTION:

Will fill in as the appointed officer, Captain or Lieutenant in the absence of a merit officer due to a merit officer being appointed into the administration role.

REPORTS TO:

Immediate Supervisor, Higher Ranking Officer, Deputy Chief or Chief

SHIFT:

Works a 24 hour rotating shift

TERM:

Will serve as an appointed officer until the merit officer returns to shift or he/she is promoted to a merit rank. When new 2 year promotional list is posted and based on member's position on the list the officer/firefighter will be considered for the position. If an officer /firefighter refuses the appointed position, the consideration for the appointed position will be given to the next officer/firefighter on the promotional list. The appointed officer can be removed or replaced by the chief at any time. The appointed officer serves at the pleasure of the Chief.

APPOINTED BY:

The Chief of the City of Franklin Fire Department.

SCOPE:

Supervises assigned shift firefighters. Supervises and coordinates fire station activities. Works with assigned firefighters at station and on incident scenes. The appointed officer may serve as the battalion officer and or lieutenant station officer. Suppression and EMS duties with supervisory role in fire conditions.

NATURE OF WORK:

Will be held to the job description of the Franklin Fire Department Captain or Lieutenant

REQUIREMENTS OF POSITION AND STANDARDS FOR PROMOTION:

To be considered for promotion to the title of appointed officer the candidate must meet the following criteria:

1. Currently be on the captain or lieutenants promotion list.

CITY OF FRANKLIN FIRE DEPARTMENT
Rules and Regulations

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2. There must be an opening of merit position due to the appointment of a merit officer to an administration role.

Consideration will be given for the appointed officer position to the highest officer or firefighter on the current promotional list. If the highest officer or firefighter refuses the position the next officer or firefighter will be considered for the position.

On accepting the appointment the appointed officer maybe required to change shifts. The appointed officer will receive the open Kelly day that is available on the new shift. Scheduled vacation will be changed to the shift before or the shift after their original scheduled vacation day.

The appointed Lieutenant will not serve in the role as Battalion if the Battalion Officer is off. This role will be filled with a Merit or Appointed Captain or Merit Lieutenant.

Due to the timing of filling the position of the appointed officer, the appointment may be delayed for reasons of vacations or shift assignment scheduling if the appointment is needed at years end.

COMPENSATION FOR APPOINTED OFFICERS:

Appointed Officers will receive pay compensation for filling in the roll of a shift officer. The appointed officer will receive the same rate of officer pay as a Captain or Lieutenant if there is an opening in the merit ranks due to the fact that a merit officer is in the administration role.

An Officer in an appointed position would be compensated using the funds currently available for the merit officer that are not being used while filling another position and therefore not creating the need for additional funds.

"AT WILL" APPOINTMENT:

The appointed Officer filling the position does so with the acknowledgement, agreement and consent that it is an "at will" appointment and should the previously appointed merit officer whose position was vacated due to appointment to the administration role, return to his or her previous merit position, the appointed Officer shall be returned to his or her position at the pay, benefits and compensation commensurate with the previous merit position. The appointment shall be an "at will" appointment made at the discretion of the Chief.