



## **KENAI PENINSULA BOROUGH**

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441

**PHONE:** (907) 262-4441 • **FAX:** (907) 262-1892

www.kpb.us

**MIKE NAVARRE  
BOROUGH MAYOR**

### **MEMORANDUM**

**TO:** Dale Bagley, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Mike Navarre, Mayor *MN*

**FROM:** Stormy Brown, Director of Human Resources *SB*

**DATE:** December 23, 2014

**SUBJECT:** Resolution 2015-*003*, A Resolution Establishing an Administrative Position for Chief-Emergency Services / Small Station for the Bear Creek Fire Service Area

The Bear Creek Fire Service Area is the only borough emergency service area without an employed chief; historically, the chief in this service area has been a volunteer. With the growth of the service area in recent years, there are now two borough employees at that service area who would ordinarily report to an administrative chief but cannot do so when the position is not filled by an employee. The administration has been working with the service area board and the volunteer firefighters to attempt to determine how best to structure the fire service area for smooth operations with both employed and volunteer personnel.

The general consensus is that an employed chief would provide the best structure for this service area. The person currently employed as the ¾-time training officer has announced his intention to retire this year. If the assembly approves the position of the employed chief, the training officer position would be eliminated, and the remaining funds for the training officer position would be used to fund the fire chief position. The training responsibilities would be directed by the chief and would be supported by those volunteers certified to provide training. The new chief position is proposed as an exempt, administrative appendix A position. Your approval is respectfully requested.