



# Central Emergency Services

Central Kenai Peninsula Fire & EMS Providers

Chris Mokracek  
Fire Chief

## MEMORANDUM

**TO:** Mike Navarre, Mayor

**THRU:** Mark Fowler, Purchasing & Contracting Director *[Signature]*

**FROM:** Chris Mokracek, Fire Chief *Ch. Mokracek*

**DATE:** July 13, 2016

**SUBJECT:** Temporary Volunteer Coordinator Contract

As of this date, CES has successfully recruited 45 volunteer firefighters to staff the Kasilof and Funny River fire stations. We have an additional 15 volunteers that will join by the end of the month. Following background checks through HR, they began Emergency Trauma Technician, Basic Firefighter and Driver Operator training. This reconfiguring of the CES deployment model will improve response and decrease overtime.

These volunteers became operational on July 1, 2015. To successfully manage these new volunteers I am requesting approval of a 6 month contract for the Volunteer Coordinator to assist in managing this program.

This is a temporary contract position. Dick Kapp, retired CES Captain, has filled the role of Coordinator. He has been both career and volunteer and has the insight into the needs and concerns of both parties as we move forward with this program change.

This is a budgeted position in the FY2016 budget. The length of the contact will be from July 1, 2015 until December 31, 2015. Compensation will come from the Contract Services line: 211.51610.43011.

Approved: *Mike Navarre*

Borough Mayor

Date: *7/14/15*

FINANCE DEPARTMENT  
FUNDS VERIFIED

Acct. No. 211.51610.43011

Amount \$9,600

By: *[Signature]*

Date: *7/13/15*