

Kenai Peninsula Borough

Human Resources

MEMORANDUM

TO: Brent Hibbert, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *JCB*
Brandi Harbaugh, Finance Director *BH*

FROM: Kim Saner, Human Resources Director *KS*
Roy Browning, Fire Chief, Central Emergency Services *RB*
Bryan Crisp, Fire Chief, Nikiski Fire Service Area *JBC*
Bob Cicciarella, Fire Chief, Kachemak Emergency Service Area *RWC*
Jon Marsh, Fire Chief, Western Emergency Service Area *JM*

DATE: February 4, 2021

SUBJECT: Resolution 2021- 010, Approving Additional Positions in the Central Emergency, Nikiski Fire, Kachemak Emergency and Western Emergency Service Areas Using Existing Available FY21 Funds (Mayor)

The Boards for the Fire Service Areas; Central Emergency Services, Nikiski Fire Service Area, and Kachemak Emergency Service Area (FSA's) have requested additional personnel to intensify support for their emergency response needs through an increase in personnel for FY2021 and FY2022. The requests are based upon a systemic surge in call runs and other emergency service needs. With the unexpected infusion of CARES funding to support COVID-19 related expenditures in FY2021 personnel costs, these FSA's have excess funding available in amounts that can permit the ability to increase the number of personnel in each of their departments for the remainder of FY2021. This number of personnel per department can be sustained into FY2022 if approved during the assembly budget meetings.

Western Emergency Service Area (WESA) is nearing completion of the transition in consolidating the Anchor Point and Ninilchik Fire Departments. As the transition culminates it is necessary to put in place the minimum staffing required to allow WESA to provide the services that are committed to under the consolidation agreement.

Page -2-
February 4, 2021
RE: R2021- 010

KPB 3.04.100 and .115 require assembly approval of all classified and administrative positions either through the approved annual budget or by resolution. Approval of this resolution will allow the hiring process for all of the aforementioned FSA's to begin, with an intent to fill positions starting March 2021.

**FINANCE DEPARTMENT
FUNDS/ACCOUNT VERIFIED**

Acct. No. 211.51610.00000.40110 \$179,204

Acct. No. 206.51110.00000.40110 \$185,257

Acct. No. 212.51810.00000.40110 \$ 69,245

Acct. No. 209.51410.00000.40110 \$ 86,384

Acct. No. 209.51410.00000.40110 \$111,778*

*Pending approval of Ordinance 2020-19-18

By: PP

Date: 2/4/2021