



REQUEST FOR COUNCIL ACTION

AGENDA DATE: October 28, 2024

AGENDA ITEM: Consider accepting the resignation from Andy Horton from his position as Safety Officer from the Grand Rapids Fire Department, act on revised GRFP Officer salaries, approve revised Safety Officer job description, and authorize City staff to begin the process of filling the internal Safety Officer vacancy.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

Andy Horton has submitted his letter of resignation from the Safety Officer position with the Grand Rapids Fire Department effective December 31, 2024. In his letter of resignation, Andy states that he will remain on as an active member as a firefighter. He stated he was thankful for the opportunity to serve for nearly 9 years as the Hazmat and Safety Officer with the Grand Rapids Fire Department.

Andy has been with the Grand Rapids Fire Department for 19 years. He has done an outstanding job, and we are thankful for his commitment to public service and that we get to keep him on as a firefighter.

Because of this resignation, 2025 pay rates for Fire Department Officers was reviewed. We are requesting to increase the Maintenance-Mechanic 2025 salary from \$425.34 per month (\$5,104.00 annually) to \$525.34 (\$6,304.00 annually) and reduce the Safety Officer 2025 salary from \$425.34 (\$5,104.00 annually) to \$325.34 (\$3,904.00 annually) effective January 1, 2025.

We are also asking for approval of the revised job description for the position of Safety Officer with the GRFD, and authorization to begin the process of filling the internal vacancy by posting and interviewing candidates. A copy of the updated job description is available, as well as a red-lined version for your review.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation from Andy Horton from his position as Safety Officer with the Grand Rapids Fire Department effective December 31, 2024, approve 2025 Fire Officer revised salaries as listed above effective January 1, 2025, approve the updated Safety Officer job description, and authorize Human Resources to begin the process of filling the internal vacancy by posting and interviewing for the position.