



MEMO

Fire Department

To: Public Protection and Safety Committee
From: Fire Chief Jacob Carrel
Date: November 3rd, 2025
Re: Hiring Requirements to Fill Existing Vacant Positions

Background information:

Our Fire Department, like many others throughout the state, is facing an unprecedented staffing challenge. Earlier this year, we adjusted our minimum hiring requirements to allow the recruitment of EMTs who are currently enrolled in paramedic school. This change allowed us to fill three vacancies with quality candidates immediately. While that step helped improve our situation, we still face two Firefighter/Paramedic vacancies that we have been unable to fill.

Hiring EMTs will strengthen our workforce in the long term. However, to address the immediate shortage, we are considering additional adjustments to our minimum requirements. These options have been discussed internally and are now being brought forward for discussion.

Strategic Plan:

People Management: Targeted Recruiting Plan

Introducing additional recruitment pathways will broaden our hiring pool and support our goal of becoming fully staffed.

Budget:

The positions we are seeking to fill are already funded and approved by the Common Council.

Staff Recommended Action:

No action necessary tonight; discussion only.