



Memo

To: Honorable Mayor & City Council,

From: Utility Superintendent Victor Kane

CC: City Administrator Dylan Mulfinger

Reference: On Call Policy

Date: 06/08/21

Greetings,

With the change in our dispatching, we needed to modify our present call out system. Currently after hour calls are made by the PD dispatch. No employees are actually required to be On Call. Which has led to issues contacting an employee to respond to a call out.

We have developed a new policy modeled from other "On Call" policies in use by companies such as Alliant Energy. The employee whom is "On Call" will receive pay to carry a city cell and be ready to respond after work hours, on weekends, and holidays. Since there is no longer a city dispatch the cost will now fall on the Utilities. This expense will be split between three departments minimizing impact to individual budget lines. This system will assure an employee's response for city needs and is equitable for the employees who will be impacted during their 7 – day rotation of On Call.

I supply the following for an idea of costs. Since it varies by employee's wage let's use Grade 2 pay for a yearly cost of \$11,775. This cost is then split between the three major departments for an average cost of \$10.75/day/department. For this the city will have an employee at their ready 365 days a year.

There will be some items I am sure we will have to work through as this is a new process. However, this will give us the best option to meet needs and still see limited impact upon termination of the City dispatch center.

Thank you for your time.

Victor Kane

From the Desk of
Oelwein Utility Superintendent Victor Kane