

**ROCHELLE CITY COUNCIL  
AGENDA ITEM MEMO  
REGULAR MEETING**

**SUBJECT:** Establishing the Rank of Captain at the Fire Department

**Staff Contact:**

Jeff Fiegenschuh, City Manager  
Chief Dave Sawlsville  
Lt Jason Underwood  
FF Tyler Carls

**Summary:**

This proposal establishes the rank of Captain at the Rochelle Fire Department. The captain position will function as the shift commander and will be tasked with incident command roles and responsibilities during emergency incidents supporting the Fire Chief or as the Incident Commander in his absence. The Lieutenant rank on each shift will function as a company officer, supervising the company on their daily tasks and as their direct officer during incidents under the command of the captain. The key benefits of this leadership structure expansion include separating command officer and company officer responsibilities for increased safety for citizens and firefighters, increased effectiveness in managing emergency incidents, focus for rank/responsibility appropriate professional development, increased administrative leadership, and multi-level mentorship and succession planning.

The current staffing structure of the Rochelle Fire Department consists of the Fire Chief supervising three Lieutenants assigned one of three 24-hour shifts (Red/Black/Gold), each supervising 4 career firefighters and any paid-on-call firefighters working during those shifts. The implementation of this proposal would coincide with hiring one additional career firefighter per shift supported by SAFER funds. The result would provide, on each of the three shifts: one Captain, one Lieutenant, and four firefighters. This aligns with the new staffing model approved by the city council in the current CBA.

The budgeted amount/expenditure listed below reflects a detailed projection of all differential costs associated with the promotion of three current Lieutenants to the rank of Captain and promotion of the three firefighters on the Lieutenant eligibility list to the rank of Lieutenant. These costs include the impact on base salary, holiday pay, and projected overtime. If approved in October, the new staffing model will go into effect January 1, 2025. The estimated expenditures are included in the Fire Department 2025 proposed budget.

**Funding Sources:**

Source:	Budgeted Amount:	Proposed Expenditure:
General Fund (FY25)	\$139,018.30	\$139,018.30

**Strategic Plan Goal Application:**

Core Service Delivery

**Recommendation:** Approve an Ordinance establishing the rank of Captain at the Rochelle Fire Department.