

TO: Personnel Board
FROM: Julie Trimbell, Human Resources
DATE: February 22, 2024
SUBJECT: Fire/EMS Apprentice - Hourly

The Madison Fire Department (MFD) is requesting the creation of a new hourly classification of Fire/EMS Apprentice in CG17, Range 00 that will be used for intern positions in their new Firefighter/EMT Development Program.

The Fire Department was recent awarded a three-year Community Impact Grant from the Wisconsin Partnership Program (WPP) within the University of Wisconsin School of Medicine and Public Health. The grant allows for the hiring of two full-time interns in June of 2024 and two additional interns in June of 2025 who will all serve a two-year term. The interns will split their time between on-the-job training at MFD, classroom instruction at Madison College, intern work at MFD, and experiential shadowing at MFD with the goal of graduating with an associate degree in paramedicine or fire science. In order to comply with the stipulations of the funding, the pay rate is being set at \$17.50/hour and cannot fluctuate with our standard compensation practices, such as periodic cost of living adjustments. This salary would function similar to the CG 17 hourly classification of Consultant, whereby there is a fixed pay rate that is not affected by pay increases extended to other classifications. The grant funding stipulations provide for full-time benefits in accordance with the City's standards for full-time employment. On a non-precent setting basis, we recommend the positions created in the hourly classification of Fire/EMT Apprentice be eligible to receive the same WRS benefits as permanent employees in terms of effective dates and the rate of 88% for health insurance.

Although this grant will end on May 31, 2027, the classification could also be used by the Fire Department should they decide to fund interns directly through a program of their own. As such, we recommend creating the classification of Fire/EMS Apprentice in CG 17, Range 00 with a fixed hourly rate of \$17.50 and a pooled position for up to 4 interns in order to support this new program.

The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

Compensation Group/Range	2024 Hourly
17/00	\$17.50

cc: Erin Hillson – Human Resources Director
Chief Carbon – Fire Chief
Brent Sloat – Fire Administrative Services Manager