
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Fire Chief Hiring**
DATE: April 23, 2024

Background:

At the December 11 meeting, the City Council approved the process for hiring the next PFRD Fire Chief.

Panel B is filled.

Panel A is filled with the exception of the City Council position. Councilor Gerold has recused herself from the process and the Mayor is out of town May 4, the date that Panel A's interviews are scheduled.

In addition, to the process approval, the Council set the number of candidates to move from Panel A to Panel B. I have been asked if there is an additional candidate that Panel A would like to move forward because they are very close to the remaining candidates, if the Council is supportive of moving four candidates to Panel B.

PFRD members have provided questions that they would like to see asked. City Attorney Toven and I will prepare the remaining questions.

Request:

The City Council is asked to:

1. Identify the Council's representative on Panel A. Interviews on May 4 will be an all-day affair starting with Panel members arriving at 8:30 am, lunch provided and the final interview at 3:00 pm.
2. Indicate that moving four applicants to Panel B, if the circumstances arise, is supported.