



Fire Department

William Wentlandt  
Chief

Mark A. Sain  
Assistant Chief

June 15, 2005

To the Honorable  
The Common Council  
City of Milwaukee  
200 East Wells Street  
Milwaukee, WI 53202

RE: *Amendment to the 2005 Positions Ordinance Related to the  
Urban Areas Security Initiative Grant*

Dear Members of the Common Council:

The 2004 Urban Areas Security Initiative (UASI) grant included funding for two positions of Preparedness Coordinator, with one position placed within both the police and fire departments. Funded as part of the City's UASI planning allocation, this position acts as the fire department's liaison to the Milwaukee Urban Area Working Group and also works collaboratively with the UASI liaison position in the Milwaukee Police Department and the UASI point of contact.

The responsibilities of this position are expansive and include coordinating the Milwaukee Fire Department's (MFD) efforts on the UASI grant, representing the department in UASI work group meetings, and leading the department's efforts in the development of security and response plans. Specifically, this position works to:

- Develop/revise the Emergency Operations Plan for the City of Milwaukee
- Develop an Interagency Operations Plan (including mutual aid agreements)
- Enhance the UA Regional Response Plan
- Develop a Continuation of Operations Plan
- Develop a Continuation of Government Plan
- Conduct Vulnerability Assessments of critical infrastructure

The original grant budget included the fire department's UASI Coordinator position at the Fire Captain (PR 857) level. As this grant has evolved, I believe that the responsibilities of the position have greatly exceeded the Fire Captain level. In completing the 2005 UASI grant application, I requested that this position be included at the Battalion Chief (PR 863) level due to the high-level security-sensitive work that it is completing on behalf of the MFD. This request was reviewed and approved by the Urban Area Working Group and the State of Wisconsin Office of Justice Assistance, and will be included in the 2005 UASI award which commences October 2005.

Given this decision, I would like to implement this position change as soon as possible. Therefore, I respectfully request that the 2005 Positions Ordinance be amended to create one Battalion Chief, Fire position and eliminate one Fire Captain position. The additional cost of this position in 2005 will be fully absorbed by the 2004 UASI grant. Finally, it is important to note that once the UASI grant expires, this position will be eliminated.

In order to effectuate this change, the following modification should be made to the 2005 Positions Ordinance (effective July 3, 2005):

<u>Caption/Position Title</u>	<u>Add</u>	<u>Delete</u>
FIRE DEPARTMENT SUPPORTING SERVICES DECISION UNIT		
UASI GRANT- Preparedness Coordinator (B) Battalion Chief Fire	1	
Fire Captain		1

If you have any questions, please feel free to contact Business Finance Manager Sandra Rotar at extension 5281 or myself at extension 8947.

Sincerely,



WILLIAM WENTLANDT  
Chief

WW/jb

cc: Crystal Ivy/Jennifer Meyer, Budget Office  
Terry MacDonald, City Clerk's Office  
Pat Bock, DER