



Fire Department

Aaron Lipski
Chief

Joshua Parish
Assistant Chief

David Hensley
Assistant Chief

Schuyler Belott
Assistant Chief

April 8, 2024

To the Honorable
The Board of Fire and Police Commissioners
200 East Wells Street, Room 705
Milwaukee, WI 53202

Dear Commissioners:

I am requesting that the position of Emergency Medical Services (EMS) Supervisor continue to be classified as exempt from competitive examination, pursuant to Fire and Police Commission Rule V, Sections 1 and 6. This position is assigned to the Operations Bureau, but is mainly supervised by the EMS Deputy Chief.

The EMS Supervisor, a sworn position represented by Local 215, Milwaukee Professional Fire Fighters' Association, must have a Wisconsin Paramedic License, and be recognized as a "full practice" paramedic by the Medical Director of Milwaukee County EMS. Twelve months of leadership experience at the rank of Fire Lieutenant or similar, and experience in the company officer role on a MED unit, is also required. Additionally needed are a high degree of professionalism, accountability, and confidentiality, as well as the ability to communicate with and teach others with awareness of ethnic and lifestyle diversity. Written reporting must be clear, concise, and accurate. Also requires the ability to function independently, problem solve, and be proficient in Microsoft Office Suite, ImageTrend, and any other specialized job-specific software.

Exemption is appropriate given that the EMS Supervisor position requires a wide range of skills in the mission-critical responsibilities of ensuring the delivery of high-quality emergency medical services through the management of the Continuous Quality Improvement Program for the department's EMS system, via daily audits of the reporting and documentation practices of advanced life support and basic life support field companies, ensuring compliance with local, state, and federal regulations, the department's Standard Operating Guidelines, and all other written protocols. The following primary job duties will have to be fulfilled:

- After conducting the daily audits mentioned above, remediates members to ensure high quality documentation. Appropriate training is recommended to the EMS Education Coordinator to implement.

- Reviews complaints and concerns at the request of the Deputy Chief, EMS, and the Assistant Chief, Support, for compliance with regulations and guidelines listed above.
- Serves as the EMS Liaison between the department, private ambulance companies, hospitals, and other response agencies. Serves as the liaison with EMS system partners to investigate potential system problems and coordinate interagency actions. Serves as the MFD's Continuous Quality Improvement Process Coordinator.
- Responds to major events such as active shooters, third alarms, and multi-MED unit responses as the EMS branch leader. Administers EMS responses for special events, including Paramedic Bike Response.

We will have a vacancy in the position due to Zachary Hennessy's voluntary reversion, if your Honorable Board approves his request at tonight's meeting. We have followed an open, well-documented procedure to select a candidate to fill this position. I have attached a current job description. If you have any questions regarding this matter, please contact Assistant Chief David Hensley at (414) 286-8982.

Respectfully,



AARON LIPSKI
Chief

AL/jlb
Enclosure
FPC\Exempt Positions\Request Re-Exemption EMSSP 0424