



# Minutes

City Council Work Session

Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa

November 08, 2021 - 6:30 PM

## Pledge of Allegiance

## Discussions

1. Discussion with Chad McCluskey, True Image Solutions on Fire Department Assessment

Chad presented a report on the improvements that need to be made to the Oelwein Fire Department.

- Lack of Training Records / Training Plan / Quality Training;
- Lack of Organizational Structure;
- Lack of Leadership;
- Volunteer Members Belief They Are Not City Employees;
- Accountability;
- Council Member Serving as Command Staff for Fire Department.

Mulfinger presented the following Plan:

- Eliminate the career fire fighter position
  - This is no longer providing the needed benefit for the city and does not fit in with the future of the department. Oelwein can and should try for an all-volunteer department. The funding from this cut can go into operations of the department and be dispersed back into the general fund.
  - Start November 2021
- Create a Chief of Public Safety
  - The City should use Police Chief Jeremy Logan for one to three years to transition the volunteers through the improvements spelled out by the consultant. This will ensure that a full-time employee is continually working on the improvement of the department.
  - Start December 1
- Restructure the Volunteers
  - Volunteers are employees of the city and the city has the ability to restructure the organization as long as they serve the city. The Public Safety Chief will determine what leadership stays in place and what should be changed. Specific roles will be divided among captains with accountability being the top priority.
  - December 2021
- Standard Operating Procedures
  - Gather samples from other cities and work toward a standard operating procedure that all volunteers are in favor of adopting. Bring them to council for adoption.
  - December 2021 to March 2022
- Training

- Create a training plan for 2022
- Research training modules that provide and track training of volunteers.
- December 2022
- Recruitment Campaign
  - Work with volunteers on needs
  - March 2022

Council directed Mulfinger to put the items on the next agenda.

2. Discussion on city owned property

Mulfinger was directed by Council to work on the sale of city owned property on Highway 150 to Jamison-Schmitz Funeral Homes, Inc. The land would combine 409 and 415 Rock Island Road. Mulfinger will bring the sale to a council meeting for a formal vote.

**Adjournment**

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Dylan Mulfinger, City Administrator