



## STAFF REPORT

Meeting Date: March 17, 2015

Agenda Item #: 7

**TO:** Mayor and Town Council  
**FROM:** Kevin Dempsey, Fire Chief  
Bonnie Schwerd, Finance Director  
**THRU:** Susan Parker, Town Administrator  
**TITLE:** Beach Patrol Staffing Analysis  
**ATTACH:** Staff Staging Diagram

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**Summary:** The staff has identified a way to recognize efficiencies in its Beach Patrol and Fire & Rescue operations.

**Discussion:** In the past, the Town has used part-time temporary employees, under the direction of the Public Works Director, to meet the seasonal needs of Beach Patrol. A staff of 2-3 personnel were scheduled each day to provide code enforcement, periodic checks and cleaning of restrooms and equipment maintenance from a staged tent located on the beach. A total of 10 part-time, seasonal employees were hired for this purpose.

Town staff has identified a potential new staffing plan to allow additional beach coverage without having to increase the number of people that were previously hired each year for this purpose, while also allowing improvements to fire and rescue coverage on the island.

The new staffing plan consists of moving the assigned base location for two personnel from Fire Station I to an on-the-beach staged location during daytime hours. The two employees would return to the Fire Station for the remainder of their 24-hour shift. From the staged location, the two employees can provide back-up services to beach patrol employees while also serving as the primary response team for calls on the island.

Under this staffing plan, Fire Station 2 would continue to be staffed as needed with volunteer firefighters and on-call part-time firefighters.

The attached staff staging diagram provides additional detail regarding how this would work.

**Fiscal/Policy Implication(s):** There will be no additional costs to the Town over the prior budgeted services amounts. However, going forward there will be a redistribution of labor costs in that the portion of the fire department's salaries for the employees staffed on the beach will be moved from the fire budget into the beach patrol budget to properly account for the service being provided for beach-goers.

**Legal Implication(s):** None anticipated.

**Recommendation:** Staff recommends the approval of this proposed staffing arrangement.