

FY27 Supplemental Budget Request

Creation of a Full-Time Deputy Fire Chief

Douglas K. LeColst, Fire Chief



PURPOSE OF THE REQUEST

- Request approval for one (1) Full-Time Deputy Fire Chief (Non-Union)
- Weekday administrative leadership position
- Addresses increasing operational, regulatory, and administrative demands
- Help to strengthen department continuity, oversight, and incident scene management



DEPARTMENT GROWTH & COMPLEXITY

- Increasing administrative workload related to:
 - Training and certifications (OHSA and OEMS requirements)
 - Grants, budgeting, and State reporting
 - Emergency Management responsibilities
- Current command structure is increasingly strained
- 24-hour work schedule make it difficult for communication/interaction with officers



Department Comps

Department	FT Deputy/Asst. Chief
Danvers Fire	Yes
North Andover Fire	Yes
North Reading Fire	Yes
Topsfield Fire	No
Boxford Fire	No
Lynnfield Fire	Yes (on shift)
Wilmington Fire	Yes
Tyngsborough Fire	Yes
Littleton Fire	Yes
Manchester Fire	Yes

Current Administrative Struggles

- Increased Emergency Management Director Responsibilities
- Missed Fire Prevention activities
- Department policy and guideline development
- Day-to-Day department oversight
- DPH/OEMS requirements
- Addressing personnel issues
- Administrative burnout



WHY A DEPUTY FIRE CHIEF IS NEEDED

- Provides consistent weekday leadership and oversight
- Allows the Chief to focus on administrative and interdepartmental responsibilities
- Improves coordination with Town departments and external agencies
- Alignment with other departments within community
- Succession planning

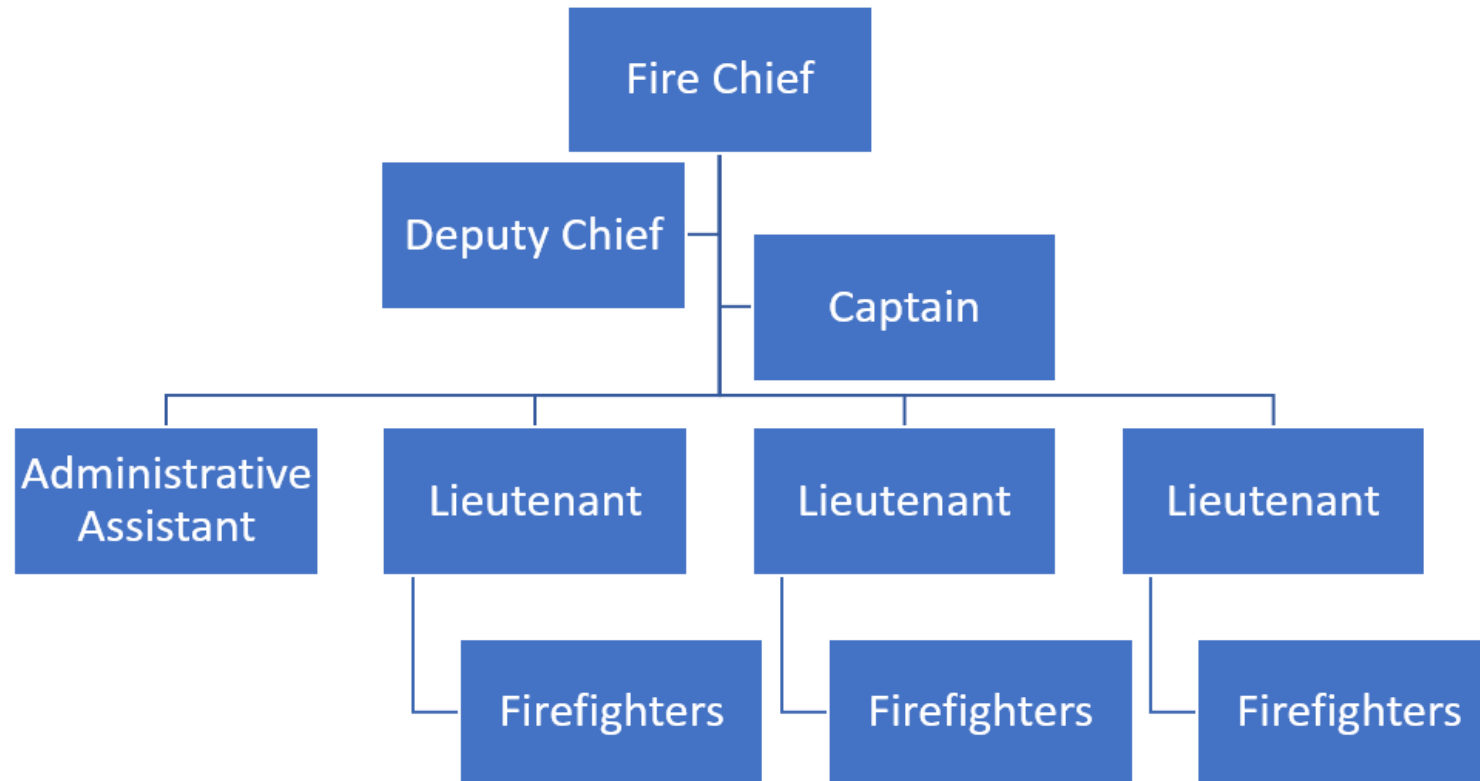


CORE RESPONSIBILITIES

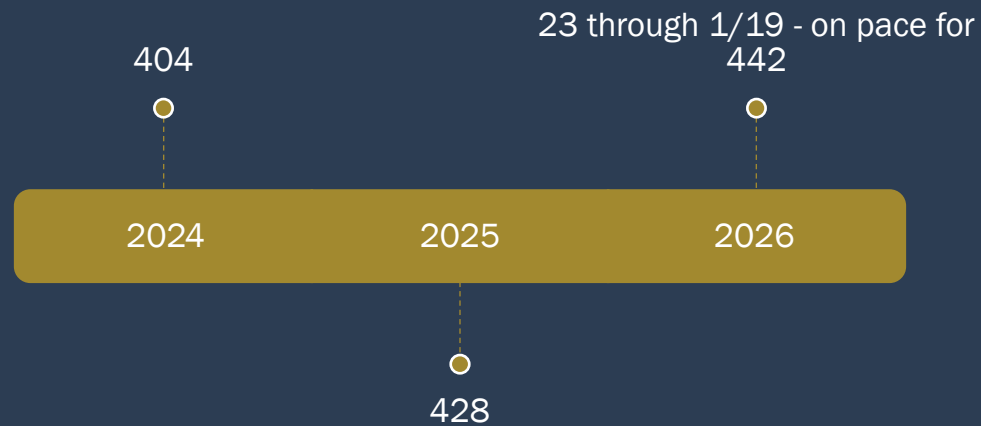
- Daily administrative and operational oversight
- Continuity of operations during the Chief's absence
- Personnel management, discipline, and policy implementation
- Assist with Fire Prevention Activities
- Emergency incident response when operationally required
 - Simultaneous Emergency Calls



Proposed Organizational Chart



Simultaneous Emergency Calls



Callback Responses - 2025

- Callback responses/availability continues to be an issue
- 1369 requests for callback with 720 responses
- 47% went unanswered
- Average callback response per member: 2.69%
- A daytime deputy position could assist in answering emergency calls when available during the busiest times of day.

REGULATORY & COMPLIANCE PRESSURES



- Upcoming OSHA Emergency Response Standard revisions
- Timeline for implementation currently delayed due to ongoing public comments
- Expanded requirements for:
 - Fitness and medical evaluations
 - Training documentation and certifications
 - SOP development and incident planning
 - Significant increase in compliance and recordkeeping workload

PUBLIC SAFETY BUILDING TRANSITION

- New facility introduces increased operational and logistical complexity
- Transition requirements:
 - Policy and procedure updates
 - Enhanced training and operational planning
 - Coordinated staffing and logistical support
- Deputy Chief position ensures leadership continuity during transition



SUMMARY & REQUEST

- Department responsibilities have outgrown the current command structure
- Full-Time Deputy Fire Chief is essential to sustainable operations
- Position supports safety, compliance, and fiscal responsibility
- **Respectfully request Select Board and Finance Committee support for inclusion in the FY27 budget**



Thank you

