

Supplementary Budget – Briefing Note

2019 Budget

One page brief per request

Briefing Note required for:

- items >\$50,000
- changes in FTE
- Corporate Strategic Initiatives

| Dept | Division | Business Unit | Item | Base Supp | Amount | FTE Impact |
|------|----------|---------------|--|-----------|----------|------------|
| CD | FES | 14011 | Call-back replacement system yearly fees | B | \$25,000 | |
| CD | FES | 14011 | Call-back System Implementation and Training | S | \$50,000 | |

Background:

Ranking B1

When emergencies occur requiring staffing levels beyond normal duty a “call back” is performed to call additional fire fighters into work. This process is very taxing on the 911 dispatchers who are tasked with this operation while also communicating with the emergency scene and answering 911 calls.

Currently, fire fighters receive a message on their smartphones and must call dispatch to confirm their availability for work. Attempts to use this current notification system for recalling off-duty firefighters presented many challenges. During labour relations meetings, the association (CKPFFA) raised concerns over the reliability of this solution and as a result the practice of electronically rostering firefighters was discontinued.

This budget request is for the purchase and implementation of an all-encompassing staff management solution that will address the current challenges of:

- Emergency call back for full-time fire fighters
- Staff scheduling and rostering for day-to-day operations
- Payroll integration eliminating the need for duplicate data entry
- Accurate tracking sick bank usage and accruals, lieu and vacation tracking

This initiative supports the CK Plan 2035 by promoting a “Healthy and Safe Community”. The objective of this initiative is to effectively manage staffing resources during day-to-day operations and during periods of high demand for staffing such as a major emergency.

Comment:

ITS has been engaged in the preliminary information gathering as part of this budget submission. ITS supports this budget request and moving ahead with a supported solution. This solution aligns with ITS strategic goals to streamline processes and integrate solutions for reliable and cost effective results.

Comment:

A staff management system that provides this type of functionality is currently in place at Riverview Gardens.