



Margate-Coconut Creek Fire Rescue Department



*PROUDLY SERVING THE RESIDENTS AND VISITORS OF
THE CITIES OF MARGATE AND COCONUT CREEK
ISO Class 1 Fire Department*

Memorandum

To: Sam May, City Manager
From: Dan Booker, Fire Chief
Date: April 10, 2018
SubJ: Reclassification of the Training Officer

Our previous Training Officer, Lieutenant Robert Ramirez, requested to go back on shift for personal reasons. I temporarily assigned Captain Carlos Pumariega to take his place as the Training Officer. There were Lieutenant positions open on shift and Ramirez filled one of those positions.

The Fire Department budget defines the Training Officer as a Lieutenant. Using a Captain as the Training Officer creates an opening on shift for a Captain that is not budgeted for. Therefore I am requesting that the position be reclassified so that I can fill the empty shift captain position with a promotion from an existing list.

The Training Officer has typically been a Captain up until the appointment of Lieutenant Ramirez when his predecessor left the Department. The Training Officer must hold many certifications for the different fire and medical training that we require. When Ramirez was reassigned, there were only two individuals with the qualifications to take the position and both were Captains.

If approved, Captain Pumariega's position would become permanent and I will promote a Lieutenant to Captain from an existing list to replace him on shift. The fiscal impact would be the difference between Lieutenant and Captain pay for the Training Officer which is approximately \$5,800.