

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2014.10.06.02**

IN RE: Promotion to Full-time Captain Positions for Kenneth W. Collier, Jr., Joshua K. Johnson,
and Christopher J. Keene

WHEREAS, the continuing need exists to maintain proper staffing within the Sugar creek Township Fire Department; and,

WHEREAS, a vacancy exists within the classification of Full-time Captain of suppression/Operations Shift Commander, Captain of EMS/Training Shift Commander, and Captain of Fire Marshal Office; and,

WHEREAS, Chief Randall J. Pavlak requests following individuals be promoted from their current positions of full-time Lieutenants to full-time Captain positions:

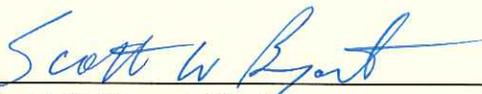
Lt. Christopher J. Keene: Captain of Suppression/Operations, Shift Commander

Lt. Joshua K. Johnson: Captain of EMS/Training, Shift Commander

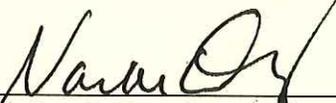
Lt. Kenneth W. Collier, Jr.: Captain of Fire Marshal Office;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approves the promotion of Christopher J. Keene to the position of full-time Captain of Suppression/Operations Shift Commander, Joshua K. Johnson to the position of full-time Captain of EMS/Training Shift Commander, and Kenneth W. Collier, Jr. to the position of full-time Captain of Fire Marshal Office.

FURTHER BE IT RESOLVED, that each of these positions shall be at the pay rate of \$21.32 per hour payable on a bi-weekly basis, shall have the effective date of October 13, 2014, and is subject to a one (1) year probationary period ending October 13, 2015.



Scott W. Bryant, Chairperson



Nadine S. Daugherty, Vice Chairperson



Michael E. Pittman, Trustee



Theodore L. Hodson, Fiscal Officer



Randall J. Pavlak
FIRE CHIEF

Fire Administration: 937-848-7344
Fax: 937-848-5185

4398 Clio Road
Dayton, OH 45459

Date: October 1, 2014
To: Barry Tiffany, Administrator
From: Randy Pavlak, Fire Chief
Re: Promotions

Dear Mr. Tiffany:

Please ask the Board of Trustees to approve the promotions of Kenneth W. Collier, Joshua K. Johnson, and Christopher J. Keene from Lieutenant to Captain effective October 13, 2014. Pay Increase Advisement Sheets are attached. Their new assignments are as follows:

Lt. Keene-Captain of Suppression/Operations, Shift Commander
Lt. Johnson-Captain of EMS/Training, Shift Commander
Lt. Collier-Captain of Fire Marshal Office

These assignments are open to rotation as designated by the Fire Chief.

Lieutenant Keene, Johnson and Collier were the top candidates on the promotional list and have passed the required elements for promotion. This includes testing, evaluation, background checks, medical drug testing, review boards and interviews by the Fire Chief and Administrator.

Please let me know if you have any questions.

Sincerely,

Randall J. Pavlak
Fire Chief



Pay Grade Status Recommendation

Employee Name: Chris Keene

Department: Fire

Classification: Captain/Full Time

Current Position Hire Date: 10/13/2014

Current Pay Grade: C 2013

Current Pay Rate: \$20.05

Brief statement on employee performance:

Promotional raise to Step A Captain

Recommended Pay Grade: A 2014

Recommended Pay Rate: \$21.32

Effective Date: 10/13/2014

(annual pay recommendations are effective the first full pay cycle in April)


Department Head Signature

10-1-14
Date

Comments:

Concur with recommendation

Do not concur with recommendation

Township Administrator Signature

Date

Pay Grade Approved by Trustees: _____

Resolution Number: _____



Pay Grade Status Recommendation

Employee Name: Josh Johnson

Department: Fire

Classification: Captain /Full Time

Current Position Hire Date: 10/13/2014

Current Pay Grade: C 2013

Current Pay Rate: \$20.05

Brief statement on employee performance:

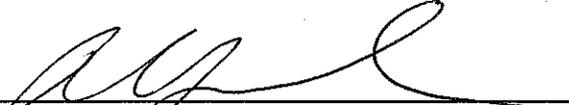
Promotional raise to Step A Captain

Recommended Pay Grade: A 2014

Recommended Pay Rate: \$21.32

Effective Date: 10/13/2014

(annual pay recommendations are effective the first full pay cycle in April)


Department Head Signature

10-1-14
Date

Comments:

Concur with recommendation

Do not concur with recommendation

Township Administrator Signature

Date

Pay Grade Approved by Trustees: _____

Resolution Number: _____



Pay Grade Status Recommendation

Employee Name: Ken Collier

Department: Fire

Classification: Captain/Full Time

Current Position Hire Date: 10/13/2014

Current Pay Grade: C 2013

Current Pay Rate: \$20.05

Brief statement on employee performance:

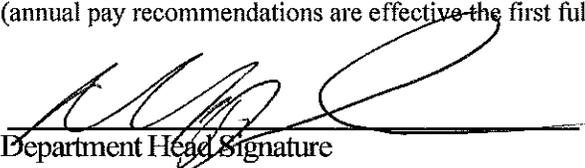
Promotional raise to Step A Captain

Recommended Pay Grade: A 2014

Recommended Pay Rate: \$21.32

Effective Date: 10/13/2014

(annual pay recommendations are effective the first full pay cycle in April)


Department Head Signature

10-1-14
Date

Comments:

Concur with recommendation

Do not concur with recommendation

Township Administrator Signature

Date

Pay Grade Approved by Trustees: _____

Resolution Number: _____