



SNOHOMISH REGIONAL FIRE & RESCUE

SPECIAL COMMISSIONER BOARD MEETING

APRIL 3, 2025

5:30 PM

SRFR STATION 31 TRAINING ROOM

VIA ZOOM

**SNOHOMISH REGIONAL FIRE & RESCUE
WASHINGTON**



AGENDA





SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS SPECIAL MEETING AGENDA

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

April 3, 2025, 1730 hours

CALL TO ORDER

PUBLIC COMMENT

UNION COMMENT

KICKOFF MEETING WITH GMP CONSULTANTS

EXECUTIVE SESSION

ADJOURNMENT



MARCH 2025

Fire Chief Recruitment Proposal

FOR SNOHOMISH REGIONAL FIRE & RESCUE, WA

PRESENTED BY

Greg M. Prothman

President, GMP Consultants

GMP CONSULTANTS

Greg@gmphr.com

(206) 714-9499

www.gmphr.com



March 24, 2025

Mr. Troy Elmore
Chairman – Board of Commissioners
Snohomish Regional Fire & Rescue
163 Village Court
Monroe, WA 98272

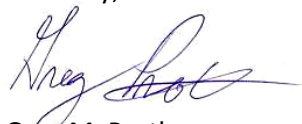
Dear Commissioner Elmore;

Thank you for the opportunity to provide our proposal to assist Snohomish Regional Fire & Rescue (SRFR) with the recruitment of its next Fire Chief. We are well positioned to assist SRFR with this important recruitment as GMP Consultants have led and managed 75 national fire chief recruitments.

Your Fire Chief recruitment will be led by **Chief Gordie Olson**. Chief Olson is the recently retired fire chief of City of Thorton, CO - Fire Department serving a population of 150,000 with seven stations and 153 full-time employees. Prior, he was Deputy and Assistant Fire Chief for South King Fire Authority, WA (pop 150,000) for 6 years. Chief Olson is currently conducting fire chief recruitments for the Eastside Fire & Rescue, WA, City of Moses Lake, WA, and just completed the fire chief recruitments for the City of Kalispell, MT and Mountain View Fire Rescue, CO. As well as the EMS Division Chief for Marion County Fire District 1, OR. As a result, he brings excellent contacts with fire chiefs both in Washington and nationally.

Please don't hesitate to call with any questions or if you would like an in person presentation.

Sincerely,



Greg M. Prothman
President

ABOUT GMP CONSULTANTS

GMP Consultants is a public sector executive search firm with a collective 240 years of local government leadership experience with both regional and national relationships. GMP Consultants offer our clients experienced subject matter experts with a solid understanding of local government coupled with decades of experience. We have served in a wide range of executive positions, from city and county management to public works, management information systems, police, fire, and finance.

Our Qualifications

Founded and led by Greg M. Prothman, formerly the CEO of Prothman, GMP consultants have worked on over 700 executives searches and over 100 public sector consulting projects. All our senior search consultants are active in both national and local state level associations or in their respective professional disciplines.

Our Philosophy

Our business philosophy centers on the understanding that this is a “people” related industry. We have a reputation for providing superior service and building lasting relationships with both clients and candidates. We believe that attention to others’ needs is the key to effective customer service.

Why Choose GMP?

What you get with GMP Consultants is personal service. You appreciate it when phone calls are returned, projects stay on schedule and your challenges are given thorough and creative thinking. While other companies may assign your business to lesser experienced staff, we offer exceptional service from senior-level fire service consultants.

- **Service & Relationship** - Our consultants bring a reputation for providing outstanding service and building lasting relationships with both clients and candidates.
- **Customized Solutions** - We take the time to become familiar with your organization to ensure that we offer the best solution and not just a single service.
- **People First** - We work closely with you and your candidates through every stage of the recruitment process, creating a welcoming candidate experience and ensuring an effective recruitment outcome.
- **Team Approach** - Our fire consulting group works as a team to leverage their networks to assist with each assignment and give your challenges thorough and creative thinking.

GMP Consultants Mission: *To provide exceptional executive search, interim placements, and organizational consulting services partnering with our public sector clients to provide the highest quality services to their residents.*



PROJECT TEAM MEMBERS

Greg M. Prothman – President

Greg offers a unique combination of 20+ years of experience in various functions of government and 25 years of experience in public sector recruitment. Prior to forming GMP Consulting, Greg founded and was the driving force at Prothman Company as its President. Prior he was a partner at Waldron & Company. Early in his career Greg served as a police officer for the University of Washington and the City of Renton. He left police work and accepted an administrative position for the City of Des Moines, WA. He was quickly promoted to Assistant City Manager and then City Manager. A Seattle native, Greg completed his BA at Western Washington University and his Master of Public Administration (MPA) degree from the University of Washington. Additionally, he completed the Senior Executives in State and Local Government program at Harvard University. Greg is a volunteer member of Seattle Mountain Rescue and a member of Crystal Mountain Ski Patrol.

Chief Gordie Olson – Lead Consultant

Gordie brings over 40 Years of professional fire service experience including almost three decades with South King Fire in Washington state and recently retired after 8 years as Fire Chief for the City of Thornton Fire Department in Colorado. Gordie holds a Bachelor's Degree in Public Administration and a Master's Degree in Executive Fire Service Leadership. He is a graduate of the National Fire Academy's Executive Fire Officer Program (EFO) and of the Harvard University Kennedy School: Senior Executives in Local and State Government program. He was active with the IAFC Executive Fire Officer Section, chaired the Washington Fire Chiefs Fire Officers Section, and taught visioning at the IAFC Fire Rescue International Conference. He has extensive experience in labor/management relations, fire and tiered based EMS systems, accreditation, succession planning, and strategic planning.

Kate Hansen – Operations Manager

Kate brings over 20 years of project management and administration experience spanning private business, nonprofit, and government. She is a certified Project Management Professional (PMP) and holds a B.A. in Theatre from Chapman University, with an emphasis in stage management. Kate brings a distinguishing blend of attention to detail, creativity, and critical thinking. Having served as a political campaign manager, fire district administrator, and fire commissioner, Kate possesses multi-faceted experience in local government. She has also served on the Board of Directors for multiple non-profits.

Sarah Marsh – Content Designer

Sarah brings a background across nonprofit, business, government, and education sectors. She holds an M.B.A in Organizational Behavior & Development from the University of Vermont. She also publishes in the field of American History and is the author of two books honored by the National Council for the Social Studies.

Brenda Gabbittas – Project Manager

Brenda has over a decade of experience working with many communities around the globe in both public and private sectors. She leans on her experiences to build lasting relationships with everyone she works with while delivering unparalleled levels of service. Brenda holds a Bachelor's of Education in Early Childhood Development from Utah Valley University.

Jessica Newman – Project Manager

Having worked within the U.S. and internationally, Jessica brings a wide cultural perspective and strong communication skills to her work with both clients and associates. While using her background in graphic design and social media marketing to apply skills such as creative thinking, problem solving, and attention to detail across all projects. Jessica has a Bachelor's Degree in Linguistics.



WORK PLAN & APPROACH

GMP Consultants have conducted hundreds of successful executive searches refining our process along the way. We provide the workplan, but you are in charge, we customize every recruitment to meet your needs. We partner with you with the goal of finding a highly qualified candidate who is the perfect "fit" for your organization.

INFORMATION GATHERING & RECRUITMENT PROFILE DEVELOPMENT

Review and Finalize Search Process and Schedule

We meet with the Board to review:

- Review and modify as needed the project scope of work and process
- Establish a project schedule
- Identify the geographic scope of the recruitment
- Review the compensation package and make recommendations as needed
- Identify key stakeholders
- Review and discuss any additional issues as needed

Profile Research and Stakeholder Meetings

Our goal is to thoroughly understand your Department. We would like to spend as much time as needed to better understand the role of fire chief, the preferred personal and professional characteristics as well as fire service leadership experience we should be looking for in potential candidates. We would like to come to the Department and meet in person if at all possible with:

- Board Members
- Retiring Fire Chief
- SRFR Leadership Team
- Union Leadership
- As Many Shift Members as Possible
- Surrounding Fire Service Partners
- Other Stakeholders as Identified
- Review All Relevant Documents

Develop, Review, and Approve a Detailed Recruitment Profile

We create a tailored *fire chief recruitment profile* highlighting the strengths of your job opportunity. If requested, we will assist in reviewing the position compensation and will make recommendations that are consistent with comparable agencies and the market. Examples of prior fire chief recruitment profiles are included in this proposal and feature the following:

- Why Apply?
- Quality of Life Opportunities
- The Department
- Fire Chief Position
- The Ideal Candidate Traits
- Challenges & Opportunities
- Compensation & Benefits
- Your social media (if applicable)

STRATEGIC MARKETING

Our goal is to not only reach candidates who are actively looking for a new job but those Fire Chiefs who are happy in their current assignment but who could be intrigued and interested in your opening. We research and develop a personalized national advertising strategy designed to reach all potential qualified candidates for your Department. The Advertising Strategy is comprised of four components:

- Targeted National Advertisement
- Mailed "Invitation to Apply" Flyers
- Email Outreach
- Personal Calls by Lead Consultants



Targeted Advertisement – We develop and place custom national advertising highlighting SRFA and the Fire Chief opening in websites, job boards, and periodicals such as:

- International Association of Fire Chiefs
- Western Fire Chiefs Association
- The Daily Dispatch
- Washington Fire Chiefs Association
- Washington Fire Commissioners Association
- Oregon Fire Chiefs Association
- California Fire Chiefs Association
- Colorado State Fire Chiefs
- Kansas State Association of Fire Chiefs
- Arizona Fire Chiefs Association
- Texas Fire Chiefs Association
- Ohio Fire Chiefs Association
- Wisconsin State Fire Chiefs Association
- Illinois Fire Chiefs Association
- Michigan Association of Fire Chiefs
- Association of Washington Cities
- Government Jobs
- Careers in Government
- GMP Website Job Board
- GMP LinkedIn Page

Invitation to Apply Letter & Customized Candidate Database – We create a customized *Invitation to Apply Flyer* (examples are included) and then develop a database of potential fire chief candidates. We will mail approximately 900 to 1,000 *Invitation to Apply* flyers to fire chiefs in cities, fire districts and fire authorities in departments of comparable size in the 20 western states.

Email Outreach – We will send email announcements to our database of over 1,300 fire chief emails.

Personal Calls by our Lead Consultants – We will reach out to potential candidates who might be a good fit or who are looking for their next challenge. We will also reach out to our personal knowledge of fire chiefs to make them aware of your opportunity.

CANDIDATE SCREENING

Candidate Application Materials

- **Application** – Candidates are asked to submit a cover letter, application, resume, and five professional references of peer, subordinates and supervisors
- **Board Communication** – We provide the Board with a summary of the advertising strategy, the number of applications and the number of candidates selected for a preliminary interview
- **Board Review of Applications** – Occasionally some agencies wish to review all the application materials prior to the selection of candidates for a preliminary interview. We are happy to facilitate this process if asked, but have found that many Boards appreciate not having to review applications of not qualified applicants and trust in our selection of the most promising applications including several that might be considered to have questionable qualifications in an effort to be thorough

Preliminary Candidate Interviews – Once a candidate has indicated an interest in the position, we review all candidate application materials and:

- **Most Promising Candidates** - Identify the most promising candidates for a preliminary interview
- **Internet Review** - Conduct an in-depth internet inquiry on each candidate to identify any concerning issues to be reviewed with the candidate
- **Preliminary Interview** – Your lead consultant conducts a preliminary interview with the most promising candidates (we can record these for Board's review if asked).
- **Written Summary** - Provide a written summary of our observations of the candidate's strengths, areas needing support, and potential fit with SRFR
- **Recommendations** - Provide our recommendations on each candidate for consideration



Board of Commissioners Work Session – We meet with the Board in person to review the results of the preliminary interviews. Our goal is to provide comprehensive information on each of the most promising candidates, providing the Board with the needed data to make quality decisions on each applicant

- **Information Provided Prior** – Prior to the meeting we provide with sufficient time to review:
 - Each of the interviewed applicant's cover letter, resume, essay questions
 - The consultant preliminary interview notes
 - The results of the internet search
 - A candidate summary sheet with the consultant's recommendations
 - A complete file of remaining candidates' application materials if requested
- **Review with the Board** – We review and discuss each candidate's application materials and interview results
- **Finalist Candidate Selection** – The Board selects those candidates to move forward for a final interview.
- **Final Interview Design** – We help you decide on the structure of the interviews, including the panel participants and facilitators, our goal is to tailor the process to fit your needs
- **Coordinating Candidate Travel** – We identify which candidate travel expenses your organization wishes to cover
- **Interview Questions** – Identify any potential interview topic areas of interest from which we can develop potential interview questions

FINAL INTERVIEWS

Prior to the final Interviews we will:

- **Conduct References** – We conduct professional reference checks on each candidate, requesting the names of supervisors, subordinates, and peers
- **Conduct Background Checks** – Background checks include Education Verification, Criminal History, Driving Record, and Sex Offender Check
- **Facilitate Candidate Travel** – Based on your guidance we coordinate the most cost-effective travel arrangements
- **Develop a Master Interview Schedule** – We work with you to identify interview venues and then develop a master interview schedule
- **Develop Draft Interview Questions** – Provide draft interview questions for the Board's review and for each advisory panel (if used)
- **Provide Final Interview Materials** – We will provide all final interview materials for each candidate in a file for printing by SRFR as well as the master schedule
- **Coordinate Final Interviews** – We will work with the SRFR to coordinate all of the details of conducting the final interviews

Board of Directors Final Interviews

- **Facilitate the Final Interviews** – We are on site to facilitate the final interview process
- **Facilitate Panel Debrief** – After interviews are complete, we facilitate a debrief with all advisory panels on each candidate's strengths and areas needing support as information for the Board
- **Board Candidate Evaluation** – We facilitate the Board's evaluation of the candidates and potential consensus on a preferred candidate including any additional candidate referencing or research

Candidate Selection & Appointment - Once the Board has identified a preferred candidate

- We facilitate and identify potential contract elements with the Board
- We assist with the job offer and contract negotiations leading to an employment agreement
- Notify all of the unsuccessful finalists
- *Celebrate the Selection of your new Fire Chief!*



PROFESSIONAL REFERENCES

City of Olympia, WA

Jay Burney, City Manager
jburney@ci.olympia.wa.us
360 753 8447

Fire Chief Recruitment

Public Works Recruitment

*Human Resource Recruitment
(recently completed)*

City of Kalispell, MT

Doug Russell, City Manager
citymanager@kalispell.com
406 758 7703

Fire Chief Recruitment (*just completed*)

Fire Chief Recruitment (2020)

Gig Harbor Fire & Medic One, WA

Dennis Doan, Fire Chief
ddoan@gigharborfire.org
253 851 3111

Fire Chief Recruitment

Central Whidbey Island Fire & Rescue, WA

Steve Hutchinson, Commissioner
SHutchinson@cwfire.org
360 914 7377

Fire Chief Recruitment (*recently completed*)

Fire Chief Recruitment (2012)

RECRUITMENT SCHEDULE EXAMPLE

Recruitments take approximately 90 days to complete.

Kickoff Meeting		SRFR & GMP: Meet to discuss timeline & search process
Profile Development	Week 1-2	GMP: Meet with key stakeholders & create position profile
Advertising	Week 3-7	GMP: Post online ads; send direct mailing
First Review	Week 8-9	GMP: Conduct preliminary interviews with most promising candidates
Work Session	Week 10	SRFR & GMP: Meet to review semifinalists and choose finalist candidates
Final Interview Preparation	Week 11-12	GMP: Conduct background & reference checks, complete final interviews schedule, coordinate travel with candidates
Final Interviews	Week 12	SRFR: Hosts finalist interviews SRFR: Makes hiring selection



PROFESSIONAL FEES

The fee for conducting a Fire Chief search is \$24,000. Professional fees cover all consultant and staff time required to conduct the recruitment. Expenses are additional. Professional fees are billed in three equal installments: at the beginning, halfway, and upon completion of the final interviews. If needed, re-advertising the position can be completed for a \$750 administrative fee plus expenses. SRFR will be responsible for reimbursing expenses incurred on SRFR's behalf. All expenses are submitted at actual cost with no mark up. Expenses include:

- Websites, job boards and other advertising (approx. \$1,800 - 2,200)
- Direct mail announcements (approx. \$1,700 - 2,000)
- Consultant travel: Mileage at IRS rate and \$82.50 per hour
- Background checks (approx. \$225 per candidate)

SRFR has the right to cancel the search at any time, the only responsibility would be the fees and expenses incurred prior to cancellation. Any additional work requested beyond services provide in the scope of work is billed at \$170 per hour.

GUARANTEE & WARRANTY

If a candidate is not selected, we will repeat the recruitment for the cost of expenses as needed until a candidate is selected.

Should the selected candidate leave the employment of SRFR within the first **18 months** of appointment, we will conduct an additional recruitment for the cost of expenses only, if requested to do so within six months of the employee's departure. If the major elements of the process are followed and a candidate is not chosen, we will repeat the recruitment once with no additional professional fee, the only cost to you would be the expenses.



Fire Chief Searches Conducted and Managed by GMP Consultants

Eastside Fire & Rescue, WA

Fire Chief *(in progress)*

Mountain View Fire & Rescue, CO

Fire Chief *(just completed)*

City of Kalispell, MT

Fire Chief *(just completed)*

City of Moses Lake, WA

Fire Chief *(in progress)*

Marion County Fire District 1, OR

EMS Chief *(just completed)*

Whatcom County Fire District 7, WA

Fire Chief *(just completed)*

City of Olympia, WA

Fire Chief *(recently completed)*

Redmond Fire District, OR

Fire Chief

Central Whidbey Island Fire & Rescue, WA

Fire Chief

City of Lincoln, NE

Fire Chief (2)

Fire Marshal

Loveland Fire Rescue Authority, CO

Fire Chief

Port of Seattle, WA

Fire Chief

Spokane Valley Fire, WA

Fire Chief

Deputy Fire Chief

Campbell County Fire Dept, WY

Fire Chief

Kootenai County Fire & Rescue, ID

Fire Chief

Yakima County Fire District #4 (East Valley Fire Department), WA

Fire Chief (2)

Woodinville Fire & Rescue, WA

Fire Chief

Vashon Island Fire, WA

Assistant Fire Chief

Fire Chief (2)

Wood River Fire & Rescue, ID

Fire Chief

Woodburn Fire District, OR

Fire Chief

City of Kalispell, MT

Fire Chief

City of Kirkland, WA

Director of Fire & Building Services

City of Lynnwood, WA

Assistant Fire Chief - Operations

Lacey Fire District 3, WA

Fire Chief

City of Snoqualmie, WA

Fire Chief

City of Seattle, WA

Fire Chief

Brighton Fire Rescue District, CO

Fire Chief

Snohomish County Fire District 1, WA

Fire Chief (2)

Central Valley Fire District, MT

Fire Chief (2)

Key Peninsula Fire Dept, WA

Fire Chief

San Juan Island Fire, WA

Fire Chief

Mountain View Rescue, WA

Deputy Fire Chief

Lopez Island Fire, WA

Fire Chief

Maple Valley Fire & Life Safety, WA

Fire Chief

Marysville Fire District, WA

Fire Chief

King County Fire Dist. 27, WA

Fire Chief

Lake Stevens Fire, WA

Fire Chief

Lebanon Fire District, OR

Division Chief of Training

Fire Chief

Columbia River Fire, OR

Fire Chief

Cowlitz County Fire #5, WA

Deputy Fire Chief

Duvall-King County Fire District 45, WA

Deputy Chief (2)

City of Bothell, WA

Fire Chief

Puget Sound Regional Fire Authority, WA

Fire Chief

Arvada Fire Protection District, CO

Fire Chief

East Jefferson Fire Rescue, WA

Fire Chief

East Olympia Fire #6, WA

Fire Chief

East Pierce Fire & Rescue, WA

Fire Chief

Enumclaw Fire, WA

Deputy Fire Chief

Front Range Fire Rescue, CO

Fire Chief

Gig Harbor Fire and Medic One, WA

Fire Chief

Grant County Fire District No. 8, WA

Fire Chief

City of Tukwila, WA

Fire Chief

Benton County Fire #4, WA

Fire Chief

Camano Island Fire & Rescue, WA

Fire Chief

Canby Fire District 62, OR

Fire Chief

City of Arlington, WA

Fire Chief (2)

City of Bremerton, WA

Fire Chief

City of Burlington, WA

Fire Chief

City of Enumclaw, WA

Fire Chief

Deputy Fire Chief

City of Gladstone, OR

Fire Chief

City of Mills, WY

Assistant Fire Chief

City of Woodland, WA

Fire Chief

WORK SAMPLES: POSITION PROFILE AND INVITATION TO APPLY LETTER

(Attached). Additional samples available at gmphr.com. Copyright © 2025 by GMP Consultants. All rights reserved.

FIRE CHIEF

CITY OF OLYMPIA, WA

14



Why Apply?

The Olympia Fire Department is a premier fire department protecting the City of Olympia and the Washington State Capital. The next Fire Chief will join a proud organization that is dynamic, effective, and upbeat. The City is looking for an experienced leader who can modernize the department while building upon the department's rich history. The new Fire Chief will have the opportunity to develop a vision and strategic plan for the department's future. If you are a collaborative and visionary leader with the ability to deliver outcomes for the community, this is an excellent opportunity you will want to pursue.



Welcome to OLYMPIA

As the capital city of Washington State, Olympia offers a unique energy, accessibility, and opportunity that few other communities can provide. The city's outstanding quality of life, low crime rate, unique housing inventory, and family-friendly amenities attract an active and engaged population of 55,605.

Situated on the southern end of Puget Sound, Olympia boasts an unparalleled natural environment within an urban setting. The community is walkable and pedestrian friendly with well-established bike and hiking trails, close to 1,500 acres of public park lands, miles of public freshwater and saltwater shorelines, and stunning views of Mt. Rainier and the Olympic Mountain Range.

Olympia's vibrant and historic downtown serves as the entertainment, arts, and cultural hub for Thurston County and beyond. Spanning just .5 square miles, Olympia's downtown includes over 450 independently owned businesses and over 1,900 residents. The Creative District is a 30-block area that is home to over 150 creative enterprises such as theaters, galleries, breweries, and industrial designers. The Farmers Market, State Capitol Campus, Hands on Children's Museum and 8 public parks are the main attractions for both Olympians and tourists.

Percival Landing—one of Olympia's three waterfront parks—lies in the heart of downtown. With a mile-long boardwalk, the Landing is a hub for boaters, pedestrians, summer festivals, and the farmers market. Nearby Capitol Lake provides a popular 1.7 mile loop for walking, running, or birdwatching.

Olympia's ideal location along the I-5 corridor puts residents within reach of Seattle, Portland, British Columbia, the waters of Puget Sound and the Pacific Ocean, and the Olympic and Cascade Mountain Ranges. Seattle-Tacoma International Airport serves the region and is 45 miles to the north.



THE CITY OF OLYMPIA

Incorporated in 1859, the City of Olympia operates under a Council-Manager form of government. The seven members on Olympia's City Council are elected at-large to staggered four-year terms. Position 1 is designated as the Mayor's position. The Mayor and Councilmembers have equal voting authority, with the Mayor voting on all issues as one of seven Councilmembers.

**FULL-TIME
EMPLOYEES**
670

2023 BUDGET
\$185 million

AREA
25 square
miles

POPULATION
55,605



The City operates with an annual budget of \$185 million and a team of approximately 670 FTEs. Olympia provides a full range of municipal services including public safety (police, fire, and court), streets, parks and recreation, arts, utilities, community planning and development, zoning, and general administrative services.

City Manager Jay Burney is committed to a "First Team" culture, one that has been adopted and embraced throughout the organization. The organizational culture places a high value on teamwork, listening, accountability, and meaningful impact in serving the public.

THE OLYMPIA FIRE DEPARTMENT

The Olympia Fire Department (OFD) has a proud history dating back to its first firefighting brigade in the early 1850's. The first fire engine company in Washington Territory was formed in Olympia in 1865. Today, OFD is an all-hazards department employing 126 full-time career staff from four stations, a fire training facility, and a vehicle repair facility. The City of Olympia enjoys a Class 2 Fire Protection (insurance) rating as evaluated by the Washington Survey and Rating Bureau.

The Department deploys four engines, one ladder truck, two medic units and a battalion unit. The engines and truck are staffed with two firefighters and an officer, while the medic units are staffed with two firefighter/paramedics. At minimum staffing, there is a full complement of 20 members on duty. OFD serves a population of 55,605 across approximately 25 square miles and responded to 15,555 calls for service in 2022.

The OFD workforce is a group of hardworking and dedicated professionals who ascribe to a service-first approach. The group is passionate about public service, creative and resilient in overcoming problems, and strives to maintain a supportive family culture in the work environment.





View job
description
[here](#)

THE FIRE CHIEF

The City of Olympia is proud of its history and excited for the new Fire Chief to help the City and Department create the vision and strategic plan for the future. Olympia has been a leader in the delivery of fire and emergency medical services and intends to lead into the future in the midst of a rapidly changing set of demands and opportunities. This is a key leadership position reporting directly to the City Manager and is responsible for serving the public safety needs of a growing, diverse community.

THE IDEAL CANDIDATE:

- A courageous and credible leader who is deeply committed to the success of the City and develops unity by bringing unions, management, and other City departments together by focusing on their common vision, mission, and service.
- Works as a team member of the City, developing trust and strong relationships to collaboratively solve Citywide problems.
- Active, involved, and highly visible with a proven reputation for being accessible, communicative, honest, and transparent.
- Effectively delegates by communicating a clear vision and expectations with accountability. Is careful to empower individuals and not micromanage.
- An innovative and strategic big-picture thinker who identifies, develops, and implements solutions to community challenges.
- Works effectively with labor organizations to collaboratively move the organization into the future.
- Develops a vision for the organization and forecasts the future needs of the Department based upon the City's planned development, population growth, and emergency data analysis.
- Makes ethical, value-based, and data-supported decisions for the benefit of the Department and the community.
- Develops and maintains constructive relationships with external agencies. Works with community leaders and citizens to answer questions, understand concerns, and develop solutions.
- Strongly advocates for the countywide emergency medical system's future and necessary resources.
- Understands and communicates the Department's financial status, and can project and plan to address future needs.
- Is an advocate for the Department's mission, vision, and values and will communicate and exemplify them in practical day-to-day applications.



OPPORTUNITIES & CHALLENGES

1) Strategic Plan – The Department has effectively utilized strategic planning to identify its future direction. The current strategic plan is expiring, and a fresh and innovative approach is needed.

2) Resource and Staffing Needs – The Department’s call volume continues to grow. The new Chief will need to quantify the type and severity of call demand, where calls are occurring, and determine what resources are necessary to meet the current and future demand based upon modern and creative approaches. Specific topics for evaluation include service to Olympia’s unhoused residents and elder care facilities, aid unit deployment, and optimization of the CARES program.

3) Long-term Finance and Asset Management Plan
A strategic financial plan is needed to identify the future operational and capital assets necessary to sustain—and possibly improve—service levels for the citizens as well as the City’s financial predictability.

4) Labor Management Relationship – Enhancing a trusting and constructive relationship with labor is essential to the success of the organization. The new Chief must be willing to listen and understand through consistent interactions that are both formal and informal.

5) Employee Engagement – The new Chief will need to listen to and address employee perspectives, demonstrate genuine care and concern, and build morale after the intensity of the COVID-19 pandemic. This will include an evaluation of the impact of mandatory overtime as well as behavioral health, safety, and training programs.

EDUCATION & EXPERIENCE

A bachelor’s degree in Fire Protection Engineering, Public Administration, or closely related field; and a minimum of three years progressively responsible administrative experience in the fire service.

Or any equivalent combination of education and executive experience that provides the applicant with the knowledge, skills, and abilities necessary to successfully perform the job.

COMPENSATION & BENEFITS

The annual salary for this position is \$205,000. The City offers a competitive benefit package including health, vision and dental insurance, as well as vacation and sick leave. The City participates in the State of Washington Public Employees Retirement System (PERS).

RESOURCES

[2022 Fire Department Annual Report](#)

[2021 City Annual Report](#)

[City Work Plan](#)

[City Comprehensive Plan](#)

[Experience Olympia](#)



TO APPLY

Apply Online: gmphr.com

First Review: September 17, 2023

More Info: Dan Olson, GMP Consultants
dan@gmphr.com / (360) 600-9768



Welcome to MOSES LAKE



WHY APPLY?

This is an opportunity to lead a well-established fire department poised for growth and expansion. The region is experiencing explosive high-tech industrial development to be followed by residential growth required for the necessary workforce.

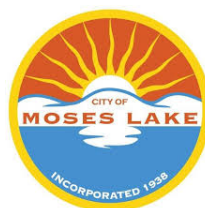
The Fire Department and City leaders are looking for a strong, progressive leader with experience in managing at a complex, big-picture level who has the ability to build relationships and unite all the stakeholders in a common purpose. The new Fire Chief will have the opportunity to develop a strategic direction and long-term vision for the EMS and ambulance systems. If you have the experience, desire, and drive to make a difference, this may be the opportunity for you.

Dear Colleague,

GMP Consultants is assisting the **City of Moses Lake**, WA in finding a **Fire Chief**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to others who may be interested?

Thank you for your consideration and assistance.

Dave Zabell, GMP Consultants
dzabell@gmphr.com / (509) 834-9343



Greg M. Prothman, President
greg@gmphr.com / 206-714-9499



THE CITY OF MOSES LAKE

Incorporated in 1938, Moses Lake is a full-service city operating under the Council-Manager form of government. Seven council members are elected at large, and the City Council elects the positions of Mayor and Deputy Mayor every two years. The City serves a population of 27,000 across 21 square miles with a 2024 total budget of \$105.6 million and a team of 265 FTEs.



THE MOSES LAKE FIRE DEPARTMENT

The Moses Lake Fire Department (MLFD) serves a population of 27,000 across 21 square miles with a total budget of \$11.7 million and staffing of 53 FTEs. MLFD is an "all hazards" department providing fire suppression, fire prevention/education/investigation, hazardous materials, ice rescue, water rescue, high and low angle rescue, extrication, and Advanced Life Support EMS transport.

Moses Lake is diverse in response requirements with areas of wildland-urban interface, a rapidly growing single and multi-family residential service need, general commercial and light industrial response areas that include several "big-box" retailers, and large portions of water with much of the city's namesake lake located within City limits. Additionally, two heavy industrial corridors house national companies and a North American Free Trade Zone. The city is bisected by two major transportation routes: Interstate 90 and State Highway 17.

EDUCATION & EXPERIENCE

Bachelor's Degree or higher in fire science, fire service administration, public administration, or a directly related field; and 10 to 15 years of related experience. Washington State First Responder or higher EMS certification. NIMS Certification, ICS 100 through 800. Or any satisfactory combination of experience and training which demonstrates the knowledge, skills, and abilities to successfully perform the job. **Preferred:** Master's degree, completion of the National Fire Academy Executive Fire Officer (EFO), Center for Public Safety Excellence Chief Fire Officer (CFO) designation, or 10 years in battalion chief officer or higher officer position



LEARN MORE

Visit: gmphr.com

Salary Range: **\$133,231 to \$170,547** annually DOQ

First Review Date: **November 17, 2024**

More Information: Gordie Olson, GMP Consultants
golson@gmphr.com / (720) 518-7420





EXECUTIVE SESSION

