

Danville

KENTUCKY

Historically Bold

**The City of Danville
Invites Qualified Candidates to Apply for
Fire Chief Position**





Danville, “The City of Firsts,” was :

- ⇒ First Courthouse in Kentucky (1785),
- ⇒ First U.S. Post Office west of the Alleghenies (1792),
- ⇒ First Capital of Kentucky (1785),
- ⇒ First political club in the West (1786),
- ⇒ First physician in the world to successfully remove an ovarian tumor (1809)
- ⇒ First college in the West (1783),
- ⇒ First law school in the West (1799),
- ⇒ First state-supported school for the deaf in the U.S. (1823),
- ⇒ First black home school in Boyle County (1850),
- ⇒ First public school for blacks (1881).



Performance at Norton Center of the Arts—Centre College

On December 4, 1787, the Virginia Legislature established Danville as a town in Virginia. Danville became a part of the Commonwealth of Kentucky when Kentucky became a state in 1792.

Danville is called the “Birthplace of the Bluegrass” since the first Constitutional Convention in the West was held at Constitution Square in 1792 when Kentucky's first Constitution was signed.

Danville, Kentucky is located 35 miles southwest of Lexington. It covers an area of approximately 15.09 square miles. Danville is a thriving community of 16,690 located on the southern edge of Kentucky's famed Bluegrass Region. The City is blessed with an abundant water supply, highly efficient roads and infrastructure and a well-educated workforce. Danville is the home of Centre College which was founded in 1819 and is now among the most prestigious small liberal arts colleges in America. As the County seat for Boyle County and home to the areas major governmental, healthcare, educational and retail amenities, Danville is the business hub to a five (5) county, 100,000+/- region. Danville and Boyle County have a reasonable cost of living.



CITY OF DANVILLE
ATTRACTIONS:

- ◆ Festivals include: Brass Band Festival Parade, Great American brass band concert, Harvest Fest, KY State BBQ Festival, Soul of 2nd Street Festival, Bourbon Chase (national team running event),
- ◆ Arts and Theater – Pioneer Playhouse, West T Hill Theatre, Community Arts Center, Norton Auditorium at Center College,
- ◆ History – Constitution Square, Grayson’s Tavern, Lincoln Scenic Byway, Civil War Trail, Shaker Village, Abraham Lincoln Museum,
- ◆ Tourism - Winery, Doll House Museum, McDowell House and Apothecary Shop, Bourbon Trail – Wilderness Trail Distillery,
- ◆ Outdoors – two golf clubs, biking trail, Central KY Wildlife Refuge, Tom Dorman State Nature Preserve,
- Moderate climate with four distinct seasons.



VIEW LOOKING NORTHEAST

DANVILLE FIRE STATION

City of Danville Mission Statement

It is the mission of the City to provide the citizens of the City with a clean, safe, well-governed, well-managed, fiscally sound, environmentally pleasant community in which to live; to provide all citizens with municipal services in a manner which is both efficient and effective; and provide all citizens with a forum for meaningful participation in decisions affecting their well-being.

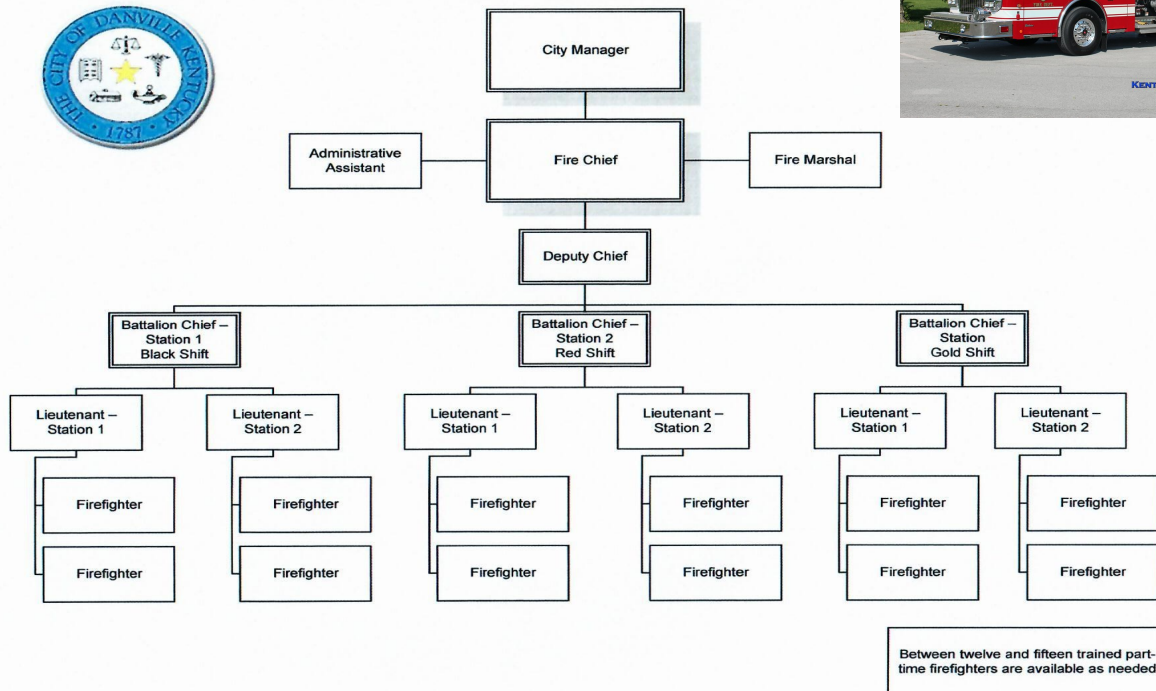
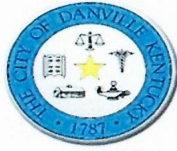
Community Vision Statement

The quality of life in our community, proven by Danville being recognized as the “Best Small Town in Kentucky,” will serve as a building block for our future. The economic base of this area will be enhanced by a solid and active plan for development retention of the industrial, commercial, service, tourist, agricultural, educational, and medical sectors of our community. This plan will allow us to maintain our position as a regional trade, medical, and employment center. We will continue to protect our historic heritage while providing a variety of cultural, entertainment and recreational opportunities for our citizens. We will plan for and strive to maintain a clean, safe, well-governed, well-managed, fiscally sound and environmentally pleasant community with an infrastructure of high quality. We will continue to protect and revitalize our neighborhoods and commercial areas.

In as much as there is not one single asset greater than another, we will strive to enhance all our assets. We recognize that our community exists for its citizens.

City of Danville, Kentucky

Fire Department Organization Chart



Fire Chief Job Description

Reports to and under general administrative direction of the City Manager develops, manages, administers, supervises and directs the City's Fire Department including:

- Plans, organizes, directs, coordinates and evaluates activities and programs of the Fire Department
- Formulates departmental policies and procedures and rules and regulations for approval
- Organizes the structure of the organization in accordance with professional standards
- Prepares the work schedules of staff
- Assumes responsibility for training and supervising subordinates and serving as command officer at the emergency sites as necessary
- Serves as Emergency Manager for City-wide incidents and serves as commander of Emergency Operations Center
- Maintains all certifications as a Firefighter and Fire Officer
- Manages Department in accordance with KRS 83A.080 and City Ordinance 1617
- Assists with all recruitment of positions and supervises and disciplines employees as needed
- Prepares, administers and monitors Department budget and CIP programs
- Evaluates services and prepares long and short term goals and objectives for the efficient operation of the Fire Department

DESCRIPTION OF CITY OF DANVILLE FIRE DEPARTMENT

The Danville Fire Department (DFD) was established in 1876 and is one of the oldest paid fire departments in Kentucky. DFD covers the City of Danville, about 15 square miles, and serves a population of about 17,000 with over 25,000 population during the day. The Department members currently work from two fire stations with a 3-day shift schedule (24 hours on and 48 hours off). There are 7 firefighters per shift for a total of 21 full-time firefighters and 12-15 part-time firefighters to fill in for vacations and vacancies. The staffing includes a Deputy Chief, Fire Marshal, 3 Battalion Chiefs, 6 Lieutenants and 9 full-time firefighters.

In 2019, the DFD responded to 1806 emergency calls (about 5 calls per shift), The Department also leads fire prevention efforts in the community and had 1568 contacts with community members, students and businesses in the past year. The City's Fire Marshal conducts all fire inspections and occupancy inspections for businesses, government buildings, and all assembly occupancies. In 2019 the DFD Fire Marshal conducted 284 inspections. See statistics.

With Danville being the home of Centre College, the retail and business center for the County and surrounding counties, and the only hospital in the area, they handle more than the usual amount of calls for their size community. The Fire Department are the first responders for the City and all firefighters are EMT certified (some are paramedics) with transportation being provided by the County Ambulance. (reimbursement for transport is collected by the County)

The Fire Department budget is \$2,918,848. The Department equipment includes a ladder truck, a rescue truck, 3 engines, a Haz Mat Material Truck, 2 utility trucks and 4 SUV's for the Fire Chief, Deputy Chief, Fire Marshal and the Battalion Chief on Duty. The next truck to be replaced on the vehicle replacement schedule is an Engine in 2021.

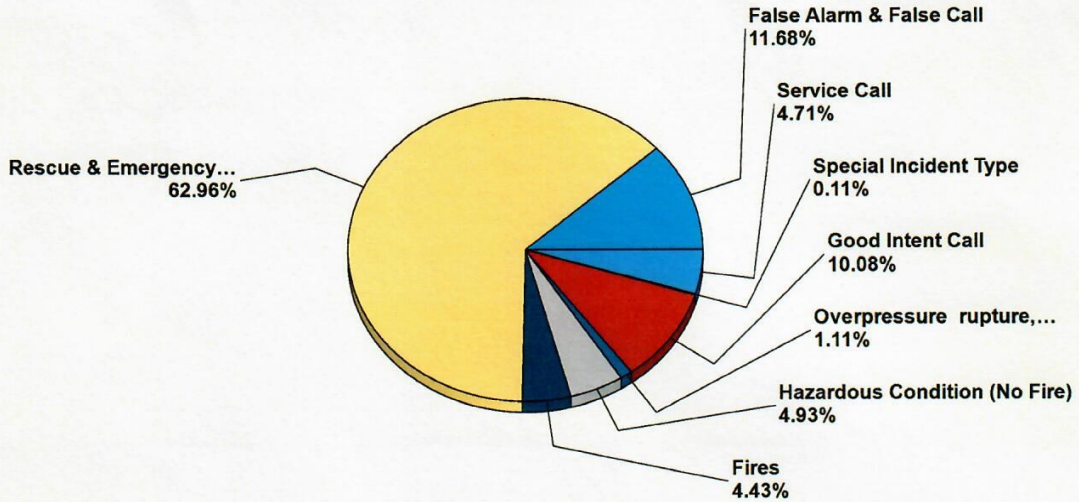
The City Capital Improvement Plan includes the building of a brand new Fire House Headquarters next to City Hall which should be completed in the next 18 months to 2 years. The property next to City Hall has been cleared and is ready for the construction to begin. There is a third fire house listed in the CIP for 2022 which needs to be designed along with site selection and property purchase.

Community Friendly Services offered by the Danville Fire Department include:

After fire assistance program	CPR & First-Aid Classes	Pet CPR & First-Aid Classes
Blood pressure monitoring	Fire Station Tours	Fire Truck Visits
Free smoke detector program	Battery replacement (smoke det)	Hydrant flow test
Fire extinguisher training	Child seat installation training	Business emergency planning
Fall prevention program	Campus & student fire safety	Special events standby
Christmas toy program	Fire safety trailer	Presentation of fireworks



DESCRIPTION OF CITY OF DANVILLE FIRE DEPARTMENT (cont.)



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	80	4.43%
Overpressure rupture, explosion, overheating - no fire	20	1.11%
Rescue & Emergency Medical Service	1137	62.96%
Hazardous Condition (No Fire)	89	4.93%
Service Call	85	4.71%
Good Intent Call	182	10.08%
False Alarm & False Call	211	11.68%
Special Incident Type	2	0.11%
TOTAL	1806	100.00%

City Manager/City Commission Form of Government

The Kentucky City Manager Plan is governed by KRS 83A.150 which provides that: The City shall have an elected officer called the Mayor (elected every 4 years) and elected legislative body members called Board of City Commissioners (4 elected at-large every 2 years). The legislative and executive authority is vested in the Board of Commissioners in which all members and mayor have one vote. The Board shall appoint a City Manager to serve as the Chief Executive to handle the administration of the City. The City Manager recommends appointment of the Fire Chief with approval by the City Commission.



OPPORTUNITIES, CHALLENGES AND ISSUES

- ⇒ Collaborate with the City Manager to develop a strong management team within the Fire Department and with other department heads.
- ⇒ Actively assist in the construction of the new Fire Headquarters and the transferring of the offices and operations to the new building.
- ⇒ Coordinate the long-term planning of a third fire station—the location, design, operation and staffing to meet the needs of the community.
- ⇒ Actively assist with the implementation of Smart Tech 911 (including 911 Text initiative) and Street Wise System.
- ⇒ Collaborate with the 911 center housed in the Police Department at City Hall.
- ⇒ Lead the Fire Department to improve the recruitment and retention of Firefighters which has been a major challenge (Recruitment video has been developed). Work with Human Resources on new recruitment strategy to include applicant tracking system to address faster turnaround.
- ⇒ Develop a professional Emergency Management System and Emergency Operation Center which includes coordination with Police, County Ambulance, Regional Hospital, surrounding communities and Homeland Security.
- ⇒ Build upon a strong training program for new and existing fire personnel.
- ⇒ Provide strong leadership and develop a vision for the Department & work with outside consultant to review operational efficiencies.
- ⇒ Work with a tight budget including reduction of overtime.



QUALIFICATIONS FOR FIRE CHIEF

Bachelor's degree in Fire Science or Public Administration or related field with a Master's degree preferred. Over 7-10 years of experience in Fire Suppression and Fire Services and Emergency Medical Services along with over 5 years of supervisory, administration, management, and command experience in a Fire Department. Must have Firefighter I & II certification with various training and certifications in Hazardous Materials, NIMS 100-800, Emergency Management Services, and fire command. Fire Marshal experience a plus. Position must handle day-to-day firefighting duties as a necessary part of a small size of department.

CHARACTERISTICS OF THE IDEAL CANDIDATE

- ⇒ Thorough knowledge of principles, practices and procedures for fire prevention, fire suppression, emergency medical services, hazardous materials, emergency management, public education and administration
- ⇒ Proven and highly successful track record in management of a modern municipal fire department
- ⇒ Experience working with universities and student populations along with large scale events at the college and in the community
- ⇒ Possesses the highest level of ethics, integrity, accountability and honor
- ⇒ Is an effective and impartial leader with outstanding interpersonal skills and an ability to communicate throughout all levels of the organization
- ⇒ Strong management skills and excellent organization skills
- ⇒ Ability to direct, manage and affect confidence in the Fire Department personnel at all levels
- ⇒ Proven incident commander ability both for Fire Department events and any emergency management services or incidents and willingness to work incidents during staff shortages
- ⇒ Ability to represent the Fire Department to the City Commission, regional agencies and to the citizens
- ⇒ Skilled in budget and financial management especially during tight budget situations
- ⇒ Strong strategic planning skills for the Department's future
- ⇒ Ability to promote the Department in new ways to recruit and retain firefighters



Compensation and Application Process

Open and competitive starting salary DOQ and new Compensation Study.

Excellent employee benefits—Dental, life insurance, vacation, sick leave, etc. & other benefits listed below:

- ◇ Health benefits for employee and family—100% paid by employer;
- ◇ KRS—Kentucky Retirement System pension plan;
- ◇ Optional Employee-Deferred Compensation Program

City of Danville is an AA/EOE employer

More information is available on website: <https://www.danvilleky.gov/>

If you are interested in this position and you want to be considered for this great opportunity, please mail or email your resume and cover letter to Mr. Slavin. Top candidates will be asked to complete a questionnaire so early applicants will have more time to prepare responses. Position open until filled with first screening July 13, 2020 For more information about the position and/or the recruitment process you are invited to contact either Bob Slavin at slavin@bellsouth.net (770) 449-4656; or Randi Frank at Randi Frank Consulting, LLC randi@randifrank.com (203) 213-3722.

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