



**Request for City Council Committee Action  
From the Department of Human Resources**

**Date:** December 16, 2005  
**To:** Barb Johnson, Chair Ways and Means Council Committee  
**Referral to:** City Council  
**Subject:** *Application Fee for Firefighter Cadet*

On January 17, 2006, the City of Minneapolis Human Resources Department will begin accepting applications for the position of Firefighter Cadet. To apply for the position, the Fire and Human Resources Departments proposed a \$20.00 application fee to the Minneapolis Civil Service Commission (MCSC) as part of the examination plan. The MCSC approved the examination plan on November 8, 2005.

**Recommendation:** That the City Council Approve the Application Fee for Firefighter Cadet

**Prepared or Submitted by:** Charles J. Bernardy, Manager, Human Resources Services, 673-3103

**Approved by:** \_\_\_\_\_  
Pam French, Director of Human Resources, 673-2139

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Bonnie Bleskachek, Fire Chief, 673-2536

**Presenters in Committee:** Steve Nutting, Human Resources Generalist  
Ulysses Seal, Assistant Fire Chief

**Financial Impact** (Check those that apply)

- No financial impact - or - Action is within current department budget  
(If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

**Community Impact** (use any categories that apply)

**Other:**

**Background/Supporting Information Attached:**

From January 17 to January 21, 2006, the City of Minneapolis Human Resources Department will accept applications for the position of Firefighter Cadet. This is significant in that this is the first time applications will be accepted when the City has not been under the 1971 *Carter vs. Gallagher* Federal Court Order which required that applicants for the position be residents at the time of application up until hire. In November of 2000, the City of Minneapolis entered into an agreement that would terminate the Court's jurisdiction in this case if the City met certain terms stipulated in the agreement.

**Barb Johnson, Chair Ways and Means Subcommittee**  
**Application Fee for Firefighter Cadet**  
**December 16, 2005**

With the removal of the residency requirement the City of Minneapolis is expecting a large increase in the number of applications for the position. In previous administrations of the Firefighter Cadet examination process, the City has averaged over 1000 applications. To process, screen, test and rank this number of applications is labor intensive, expensive and places a significant strain on the Human Resources Department, including its ability to provide staffing related services to other customer departments. Moreover, the cost of purchasing, administering and scoring the three written tests that will be used for the Firefighter Cadet exam, are projected to exceed \$100,000.00, which does not include the wages of the employees involved.

Given the overall costs associated with advertising, recruitment, applicant processing and testing, the Fire and Human Resources Departments are requesting approval to accept a \$20.00 application fee from individuals who wish to apply for this position. This revenue will be used for the sole purpose of paying for the increased costs associated with this exam. Remaining costs are expected to be paid from 2006 budget appropriations.