

	TRAVIS COUNTY ESD #5 MANCHACA FIRE RESCUE Department Memorandum	M2021-004
		Effective: 10/12/2021
		Expires:
	Promotions and Support Assignments	From: C. Barron

With the start of the FY 2022 budget on October 1, MFR is authorized for 3 new full-time firefighter positions. This will allow for 5 persons (LT, DO and 3 FFs) on each shift. We will be adjusting our staffing policy to take this new staffing level into consideration. The primary advantage for the 5th person on each shift is it should reduce our reliance on PT staffing and the occasions when we operate with 3 personnel. Moving forward, we will continue to pay PT or FT personnel to maintain 4-person staffing on the engine, but will not hire additional staffing when staffing drops from 5 to 4 personnel.

The following part-time personnel have been offered positions as full-time firefighters and they have accepted.

Name	Assignment	Report Date
Torres, DeAngelo	ENG501-A	10/13/2021 0800 hrs
Eduardo Rodriguez	ENG501-A	11/30/2021 0800 hrs
Riley Drost	ENG501-B	10/15/2021 0800 hrs
Silvestre Islas-Ramirez	ENG501-C	10/23/2021 0800 hrs

We will also be promoting one FF to Driver/Operator due to the departure of DO Richard El Richani on October 15th at the conclusion of the A-shift at 0800 that morning. FF Andrew Buitron is on the currently active promotion list and will be promoted as indicated below.

Name	Promotion Rank	Reporting Off Duty (FF)	Reporting On Duty (DO)
Buitron, Andrew	Driver/Operator	10/15/2021 0800 hrs ENG501-A	10/19/2021 0800 hrs ENG501-A

There have also been some adjustments to our Logistics and Training roles in the organization. We are excited to be bringing on Ben Liner as our Training Unit Leader. He will be working on building out training programs ranging from company drills to certification classes. He will also be the POC for scheduling members to attend outside training courses and conferences. He will be meeting with the officers at our October 18th officer meeting to discuss topics and the direction of training at MFR. An early priority for the organization will be conducting a DO class for any full-time firefighters that are not currently certified.

Stefanie Serrano will be taking on the lead role as Medical Manager in Logistics as well as Medical Unit Leader under the training program. She will be maintaining supply, inventory, and maintenance of our medical equipment as well as developing training in support of our medical mission.

Eric Pena has assumed the role of Apparatus Maintenance Manager and will oversee the repair needs of the fleet and coordination with our vendors. He will also be assisting Vincent Reed as needed in the maintenance and acquisition of our tools and small engine equipment.

The following page has our updated organization chart with the various role assignments.

Department Org Chart – October 2021

