Minutes – Executive Policy Committee – May 13, 2025

Report – Standing Policy Committee on Community Services – May 5, 2025

Item No. 1 Addition of a Field Training Officer Position

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Community Services and submitted the following to Council:

1. That the addition of one FTE position to the WFPS permanent staff establishment be approved for the purposes of providing field preceptorship and hands-on training for Red River College Polytechnic (RRC) Advanced Care Paramedic (ACP) students in accordance with, and fully funded by, the recently-approved agreement.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Report – Standing Policy Committee on Community Services – May 5, 2025

DECISION MAKING HISTORY:

Moved by Councillor Santos,

That the recommendation of the Standing Policy Committee on Community Services be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On May 5, 2025, the Standing Policy Committee on Community Services concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: Addition of a Field Training Officer Position

Critical Path: Standing Policy Committee on Community Services – Executive Policy Committee - Council

AUTHORIZATION

Author	Department Head	CFO	CAO
R. Sneath	C. Schmidt	T. Graham	S. Armbruster, Interim CAO

EXECUTIVE SUMMARY

The Winnipeg Fire Paramedic Service (WFPS) has a long-standing contractual relationship with Red River College Polytechnic (RRC). It has supported the delivery of field preceptorship and hands-on training opportunities for Primary Care Paramedic (PCP) students for many years.

The WFPS has entered into a new agreement with RRC. The purpose is to provide these same experiences for the RRC Advanced Care Paramedic (ACP) training program.

RRC has agreed to provide the WFPS with annual funding to support the delivery of field preceptorship and hands-on training. This funding will support the addition of one Full-Time Equivalent (FTE) Field Training Officer to train RRC ACP students.

The new agreement is for five years starting on January 1, 2025 and may be extended by mutual consent of the parties. If the agreement is terminated prior to the end of the term of the contract, the staffing levels will be adjusted through attrition.

This training program forms part of the Emergency Medical Services work delivered by the department on behalf of Shared Health Manitoba. It helps ensure the availability of advanced care trained paramedics in the recruitment market should vacancies arise. There are no costs to the City arising from the training program or additional position.

RECOMMENDATIONS

1. That the addition of one FTE position to the WFPS permanent staff establishment be approved for the purposes of providing field preceptorship and hands-on training for RRC ACP students in accordance with, and fully funded by, the recently-approved agreement.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

Council approval is required to add positions to the WFPS operating budget.

IMPLICATIONS OF THE RECOMMENDATIONS

Adding the additional position will provide the WFPS with the staffing capacity to conduct the field preceptorship and hands-on training for RRC ACPs. This position will also provide the WFPS training branch additional support and resources for our own internal staff.

In accordance with the agreement between the City of Winnipeg and RRC, associated fees include all salary and benefit costs associated with the addition of one FTE Field Training Officer, vehicle costs, equipment costs, and overhead expenses (totalling $228,500 in 2025).

This will increase the WFPS permanent staff establishment by one FTE.

There are no costs to the City associated with the training program or additional FTE.

HISTORY/DISCUSSION

On July 19, 2017, Council adopted the report *Field Preceptorship Fee Schedule and Agreements to Provide Field Preceptorship within the Winnipeg Fire Paramedic Service*, which included the following recommendation:

6. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all future similar agreements with external agencies for the purpose of providing PCP, ACP, or equivalent field preceptorship within WFPS, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City, and charging such fees as set forth in Schedule A attached to this report.

On December 2024, the Chief Administrative Officer approved an agreement between the Winnipeg Fire Paramedic Service (WFPS) and Red River College Polytechnic (RRC) to provide field preceptorship and hands-on training for Advanced Care Paramedic (ACP) students. As Winnipeg is the only site in Manitoba that is currently providing ACP level of care, the WFPS is the only location that is capable of offering this type of training.

RRC has agreed to provide the WFPS with the annual funding amount outlined in the agreement between the City of Winnipeg and RRC, subject to annual increases. The agreement also outlines that RRC ACP students will be scheduled with the WFPS between August and the end of December to ensure they do not overlap with the WFPS ACP program.

The RRC students will be precepted with a 2:1 student-preceptor ratio with a maximum of 16 students per year.

The extended service provided to RRC to precept ACP students is fully funded by the annual amount paid and no costs are funded by the City. This arrangement has been approved by Shared Health Manitoba.

FINANCIAL IMPACT

Financial Impact Statement **Date:** March 19, 2025

Project Name: **First Year of Program** **2025**

Addition of a Field Training Officer Position

	2025	2026	2027	2028	2029
Capital					
Capital Expenditures Required		$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs		-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	228,500	235,355	242,416	249,688	$ 257,179
Less: Incremental Revenue/Recovery	228,500	235,355	242,416	249,688	257,179
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts					
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

The additional costs of providing the precepting service for advanced care paramedic students is fully funded by the annual payment provided by the Red River College. There are no costs for the city to fund. This financial impact statement reports only the base costs and assumes no additional training. Where additional training is required the agreement sets out further fees to fully cover the costs to provide the training as required. The FIS also provides an estimated cost escalation of 3% to illustrate changing costs/revenues over the term of the contract.

John Hall FCMA, CGMA
Financial Controller
Fire Paramedic Service

CONSULTATION

This Report has been prepared in consultation with:
N/A

OURWINNIPEG POLICY ALIGNMENT

N/A

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Climate Action Plan (CAP), and it was determined that the CAP is not applicable to this specific report.

WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Poverty Reduction Strategy (PRS) and its Goals and Objectives, and it was determined that the PRS is not applicable to this specific report.

SUBMITTED BY

Department: Winnipeg Fire Paramedic Service
Division: Paramedic Operations
Prepared by: Ryan Sneath, Deputy Chief
Date: March 19, 2025
File No: N/A

Attachments:
N/A