

Crossville Fire Department

*141 Henry Avenue
Crossville, Tennessee 38555
(931) 484-6144
(931) 484-4337 fax*

Friday, June 07, 2013

To: Dr. Jack Miller PhD.

Re: Lieutenant Promotion

Dr. Miller:

The Crossville Fire Department convened a promotion panel to interview and make a recommendation for the filling of an vacant Fire Lieutenant position. The panel of five consisting of Captain Myers, Assistant Chief Tabor, Captain Harold Thompson, Firefighter DeRossett, and Human Resources Manager Gruber interviewed six internal applicants. The panel unanimously recommends Firefighter Terry Potter for the position. They credit his character, credentials and work ethic as the leading factors for their choice.

We concur with the decision of the panel and feel that Firefighter Potter will be an invaluable asset to the management staff of the Crossville Fire Department. We request your approval to promote Potter effective June 9, 2013 to Fire Lieutenant at the base pay scale for the position of \$30,529.00 annually. We request that you present this to the City Council for approval on Tuesday June 11, 2013 at the regularly scheduled meeting.

Thank you for your consideration of this matter.

Sincerely,

Chief Mike Turner
Deputy Chief Chris South

Crossville Fire Department

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June 6, 2013

To: Chief Mike Turner
Deputy Chief Chris South

It is the unanimous decision of this panel that Firefighter Terry Potter be promoted to the position of Lt. effective June 9, 2013. His character, credentials, and work ethic favor him above all other candidates at this time. Thank you for the opportunity to have a part in the development of this department in going forward.

Captain Rick Myers
Assistant Chief Donnie Tabor
Captain Harold Thompson
Firefighter Jacob DeRossett
Sandy Gruber, Human Resource

Sandy Gruber, HR Director
JL

Capt. R. Myers

Capt Harold Thompson
Asst Chief Donnie Tabor