

# Western Lakes Fire Board

## Monthly Board Meeting

### September 24, 2018

#### **Call to Order**

- George Morris called the meeting to order at 5:30 p.m. Board members present were, George Morris, Jimi Hall, Mike Sauer, Mike Tompkins, Bill Riemenschneider and Jeff Roemer. Also, in attendance were Chief Brad Bowen, Assistant Chiefs Glenn Leidel and Tom Schuetz, Deputy Chief Kami Warren, Oconomowoc Police Chief Ron Buerger, Director of Finance/Administrative Laurie Sullivan and Administrative Assistant Michael Krug. Kent Lorenz was excused.

#### **Proof of Notice**

- Mike Krug announced that the notice was posted September 21<sup>st</sup> at 9:30 am to the district web site, newspapers and at stations 1 and 2.

#### **Pledge of Allegiance**

- George Morris led the group in the Pledge of Allegiance

#### **Announcement of Closed Session:**

- George Morris announced that the fire board would be meeting in closed session pursuant to section 19.85(1)(c), Wisconsin State Statutes, "To consider employment, promotion, compensation, or performance evaluation of the District's part time and full time employees, over which the Fire Board exercises responsibility".
- The fire board will convene into open session at the close of the closed session

#### **Public Comment**

- George Morris opened the meeting to comments from the public, of which there was none.

#### **Approval of Minutes**

- A motion was made by Jimi Hall and seconded by Mike Tompkins to approve the minutes of the August 27<sup>th</sup> meeting. Motion carried.

#### **Fire Chief Brad Bowen's Report**

- Chief Bowen announced we responded to 387 calls in August which was the 2<sup>nd</sup> busiest month of the year. We are now projecting 4,232 calls for the year.
- Joint owners meeting held in two meetings. Summit and Ottawa approved the budget, but Oconomowoc and Summit made an amendment to reduce capital budget by \$64,000 to take in consideration of a promotion on SCBA. The amended budget will need to be approved by Summit and Ottawa, which will be done at the meeting on September 26<sup>th</sup>. Car 3 was removed from the capital budget. Jimi Hall asked for clarification on the difference between our cost for lights to the new cars and what Oconomowoc police pay. Chief Buerger says he pays \$3,000 for lights. Chief Bowen said we have additional lighting due to our responding to the interstate and additional graphics

#### **Chief Officer Reports**

- Assistant Chief Schuetz was not at the meeting and had no report.

- Assistant Chief Leidel did not have a report sent earlier but was completed. It will be e-mailed to the group on Tuesday.
- Deputy Chief Meyer submitted his report earlier and there were no questions. Tim submitted a list of members and their current certifications. Jimi asked if there was a training plan for next year. Chief Bowen said that will be discussed in October.
- Deputy Chief Warren had no additional information to her report. Kami stated that EMS licensing will be change to a 3 year licensure instead of 2 starting in 2020. There will also be additional requirements. The current training plan for EMT's is based on a two year licensure so the training plan will be modified to accommodate the additional requirements and the extend amount of time.
- George Morris asked if we worked with Eagle at the North Face Event. Kami stated we did as we have in the past and that Eagle is great to work with. An additional service this year was the on-site IV starts.
- Mike Sauer asked for a update on open EMS shifts. Kami stated we do have some resulting from people leaving, but Tim Meyer said we are hiring additional EMTs now. Jimi Hall asked if we require officers to work a set number of shifts each month. Brad stated that not all of our officers are EMTs. Some may have been an EMT but had not maintained their license due to the intensity of some of the calls. Part-time employees do have a set number of shifts. Chief Bowen stated we just sent letters to our EMTs that have not been fulfilling the required number of shifts asking for an update on their intentions. No response will be taken as a resignation. Mike Sauer asked if we pay employees to attend EMT school. Chief Bowen stated we do not. We pay for the class, but not for the time that they are at the class. Refresher classes are done as part of our monthly training.

### **Building and Grounds**

- Station two had an electrical problem where some outside lights were not coming on. That was fixed today. Station one has a roof leak in the apparatus bay which is being investigated and looking at the warranty that was on the roof. The installation of a slab of concrete was donated for the front of station one.

### **Discussion – Wisconsin Legislature SPS 330**

- Chief Bowen distributed a copy of the updated rule which was released today and goes into effect on October 1<sup>st</sup> with a drop dead of October 1<sup>st</sup> 2019. SPS 330 is a state law which governs and mandates how we operate as a fire department including training, safety, health and wellness. Jeff Roemer said a big change was that in order to be an officer or driver operator, you must have the certification instead of having a grace period to get that certification.

### **Discussion / Action – District Health Insurance Policy #600.003**

- Ten of our ten full-time will be on insurance and four part-time employees currently receiving health insurance with some additional are considering. We currently pay 84% of the insurance for our full-time employees, 50% for employees working over 1044 hours per year and 25% for those working less than 1044 hours. Each year the board needs to determine the percent to pay for our full-time staff and if we will pay 50%/25% of the average or lowest plan.
- A motion was made by Jeff Roemer and seconded by Mike Tompkins to approve paying 84% of the insurance for full time employees and 50% of the average for part time employees working over 1044 hours and 25% of the average for part time employees working less than 1044 hours for 2019. Motion carried.

### **Discussion / Action – Employee Benefits Policy #600.010**

- Chief Bowen stated that the only change to the policy was to increase the allowance for Full-time employees to \$475 and for full-time above deputy chief to \$550 per year.
- A motion was made by Mike Tompkins and seconded by Jeff Roemer to approve policy 600.010 Employee Benefits as presented. Motion carried.
- Jimi Hall asked how we track the allowance. Chief Bowen stated that receipts for purchases need to be submitted to administrative assistant Linda Cabanatuan who tracks the purchases. You do not receive the money unless you purchased clothing and it must be clothing being purchased.

#### **Discussion / Action – Ambulance and Highway Refunds**

- A motion was made by Mike Tompkins and seconded by Jeff Roemer to pay the refunds totaling \$3,606.32. Motion carried.

#### **Discussion/Action - Payment of Bills**

- A motion was made by Jeff Roemer and seconded by Mike Sauer to pay the bills totaling \$116,052.47. Motion carried.

#### **Future Agenda Items and Meeting**

- The October meeting will be held on October 22<sup>nd</sup> at Station 1 (Pabst).

#### **Closed Session**

- At 6:30 pm, the Fire Board convened into closed session by roll-call vote.
- The Fire Board did not convene into open session at the end of the closed session.