

Western Lakes Fire Board
Monthly Board Meeting
May 22, 2024

Call to Order

- Jeff Roemer called the meeting to order at 4:00 p.m. Board members present were Jeff Roemer, Kent Lorenz, Bill Riemenschneider, Dan DeBehnke, and Scott Carter. George Morris and Mike Tompkins were excused.

Proof of Notice

- Chief Bowen announced that the notice was posted Friday, May 17, 2024, at 1:52 p.m. in accordance with open meeting laws.

Pledge of Allegiance

- Jeff Roemer led the Pledge of Allegiance.

Public Comment

- Jeff Roemer opened the meeting up to public comment, of which there was none.

Consent Agenda

- Items listed under the Consent Agenda are considered in one motion unless a Fire Board Member requests that an item be removed from the Consent Agenda
 - Minutes of April 22, 2024 regular Fire Board Meeting
 - Payment of bills in the amount of \$285,489.97.
- A motion was made by Dan DeBehnke and seconded by Kent Lorenz to accept the Consent Agenda items including meeting minutes from April 22, 2024 Fire Board meeting and payment of bills in the amount of \$285,489.97. Motion carried unanimously.

Fire Chief's Report

- Chief Bowen provided the board with an update following the recent WCTC Fire/EMS Advisory Board meeting. There are changes coming down from the State that will continue to impact initial and ongoing education. The biggest is for initial EMT Training the hours are increasing from 192 hours to 288 hours starting in August of 2025. This will impact the commitment and time required to complete this entry-level program as well as increase the cost of the education. WCTC is working closely with Fire Departments on educational opportunities and using data to make decisions on course offerings and structure.
- FF/Med Sam Humbracht is working on an Explorer Face Off at WCTC on June 29th.
- The Chief provided an update on the upcoming Republican National Convention and preparedness efforts being implemented in the County. The District will provide one paramedic ambulance and a chief for a 24-hour period that can be deployed throughout the county in the event the Civil Disturbance Unit is deployed.

Chief Officer Reports

- Jeff Roemer asked the board if they had any questions for the Chief Officers on their reports or if any of the Chiefs had anything to add.

Presentation – Community Risk Assessment and Standards of Cover

- Chief Bowen, AC Gscheidmeier, DC Meyer, DC May, and DC Ingersoll provided the Board with a review of the District's completed Community Risk Assessment. This project is the foundation for the Standards of Cover which is actively being completed. Already, the benefits of having a CRA to

make data-driven decisions have been valuable. The team has been working on this weekly since January to complete the District's first Community Risk Assessment and Standards of Cover. This document is full of data and statistics about the District and Communities it serves. This information is a neutral analysis of the District, Communities, and Commercial Properties and is helpful in making data-driven decisions based on local and National Standards. This process follows the accreditation process. The final Risk Assessment will be presented in June along with the initial Standards of Cover. The document currently is over 150 pages and has a lot of informative information.

- Chief Bowen recognized the work of the team on the Community Risk Assessment. Command Staff, including AC Gscheidmeier, DC Meyer, DC May, and DC Ingersoll, have been meeting weekly to complete this assessment. In addition Fire Inspector Boldt and FF/Med Krueger finished the OVAP and Heron scoring of every occupancy in the District. This has been a lot of work but most importantly a team effort.
- The board thanked the team for completing this document and feels it is very informative. Roemer asked what stood out the most to the team while completing this. Chief Bowen, said the complexity and diversity of the District. AC Gscheidmeier stated that as a new member of WLFD, it was extremely educational and truly demonstrates the unique challenges the District faces due to geographics, size, and complex locations, including rural water supply, challenges of lakes and rivers, and overall calls for service and building types.

Presentation – Aerial Apparatus Operations

- Chief Bowen provided the board with a needs and use analysis completed this year on the District's fire suppression apparatus specifically aerial trucks. This analysis was completed by Chief Bowen, Assistant Chief Gscheidmeier, Deputy Chief Meyer, Deputy Chief May, Deputy Chief Ingersoll, and Deputy Chief Igl. The team was tasked with evaluating the District's current fleet and completing a needs and use analysis.
- The team completed a comprehensive analysis utilizing several standards and references, including the National Fire Protection Association (NFPA), Insurance Services Office (ISO), Commission on Fire Accreditation (CFAI), Center for Public Safety Excellence (CPSE), and the District's Community Risk Assessment and Standards of Cover.
- Items that were analyzed include the local history of aerial trucks and apparatus, industry standards, use of aerial trucks for fire suppression/rescue/and non-fire suppression, response times and positioning of aerial trucks, firefighter safety, civilian rescue, ISO rating impacts, capital budget plan, and the financial impact of maintaining or eliminating apparatus.
- Upon completion of the analysis the conclusion provided that two aerial apparatus which are currently in use in the District should be maintained. Decreasing the number of aerial trucks in the District would adversely impact the District's ISO protection rating which would result in increased insurance premiums paid by constituents every year. The impact of this is equivalent to the cost of the aerial truck. The average cost per occupancy for 2028 is \$37.93 in the District. Decreasing the number of aerial apparatus would result in increased response times of a single unit, increased maintenance costs, and reduced the current service life of the single truck. There would be limited availability of an aerial during repairs and maintenance and also during training. This analysis does include a recommendation to replace the aging aerial truck at Station 2 in 2027 but also to reduce the number of engines in the District from six to five. The District would maintain two frontline aerial trucks covering north and south, and three frontline engines. Two engines would be maintained as reserve units for training and periods that frontline apparatus are in for repairs and maintenance. Over the coming years further analysis will be completed with regards to station locations and needs as the communities develop and when a fourth frontline engine and additional station is required.

Discussion/Action – Capital Improvement Plan

- Chief Bowen reviewed with the Board the District’s 5-year capital improvement plan and budget. During the fall joint municipal meeting, the plan was provided to the municipalities with approval of the 2024, 2025, and 2026 capital improvement plan and budget. The municipalities requested further analysis of the District’s fire suppression apparatus, specifically aerial trucks prior to approving the 2027 CIP. As presented earlier in the evening, staff have completed a needs and use analysis with the recommendation of replacing the District’s second aerial truck in 2027.
- The Fire Board appreciates the effort put into the needs analysis and supports the District in maintaining two frontline aerial trucks to serve the District’s south side and north side based on response times and operational use.
- A motion was made by Scott Carter and seconded by Kent Lorenz to approve the 5-year capital improvement plan as presented, which includes the replacement of the second aerial truck in 2027 and the reduction of one engine. Motion carried unanimously.

Discussion/Action – Credit Card Processing Software & Equipment

- Chief Bowen provided an overview of the request by Pat Cornett, the District’s Finance Manager, regarding the implementation of a credit card payment system and the option for individuals/companies to make payments to the District. Analysis was completed to ensure the security of the District’s finances and manage costs.
- A motion was made by Dan DeBehnke and seconded by Kent Lorenze to approve the set up of a Square Merchant Service Provider account to process credit card transactions, passing the fee onto the individual/company requesting this method of payment. Motion carried unanimously.

Discussion – Assistance to Neighboring Agencies and RNC

- Chief Bowen provided the board with an update on mutual aid responses out of the District. This is monitored on a regular basis to ensure balanced assistance to neighbors and the District’s requests of mutual aid. In May the Palmyra Fire Department had a staffing crisis and contacted WLFD to assist if possible with staffing. The Chief offered assistance following the District’s fee schedule, but only when additional staff signed up to cover these shifts. A reduction in the District’s daily staffing was not allowed.
- Chief Bowen provided the board with information on the upcoming RNC, which could impact Waukesha County. During the week of the RNC staffing levels will be maintained to ensure an effective response force from the District’s stations. In addition, the District will provide one paramedic ambulance and a chief for a 24-hour period that is in addition to daily staffing, which may be deployed throughout the county if the Civil Disturbance Unit is activated. This deployment will include a dedicated Chief and Paramedic Ambulance. Over the course of the 5-day event, this coverage will rotate to various departments.
- Jeff Roemer appreciates this information being shared with the Board and keeping the board apprised of this information. He feels it is important for the board to have this information, and support the Chief in making these decisions as they impact the District and services overall.

Discussion/Action – EMS Week Proclamation

- Chief Bowen reviewed with the board information about National EMS Week which occurs the week of May 19 – 25 this year. Chief Bowen recognizes the dedicated work of the EMS providers who are actively providing service to the District and the communities served by the District. EMS professionals are faced with challenging situations on a daily basis that impact the quality of life along with the mental and physical health of our patients. Every day, they make a difference in several lives. We are fortunate to have such dedicated and compassionate employees who step up to make a difference every day. These calls take a toll on our providers, and we appreciate the support of the board and elected officials.
- A motion was made by Dan DeBehnke and seconded by Kent Lorenz to approve the EMS Week Proclamation. Motion carried unanimously.

Future Agenda Items and Meetings

- The Joint Owners Meeting of the District will be Wednesday, June 12, 2024 at 6pm at the City of Oconomowoc Police Department.
- The next regular meeting of the board will be Monday, June 24, 2024 at 4p.

Adjournment

- At 6:22 p.m. a motion was made by Bill Riemenschneider and seconded by Dan DeBehnke to adjourn the meeting. Motion carried unanimously.