

Western Lakes Fire Board

Monthly Board Meeting

November 26, 2018

Call to Order

- George Morris called the meeting to order at 5:30 p.m. Board members present were, George Morris, Kent Lorenz, Jimi Hall, Mike Sauer and Jeff Roemer. Also, in attendance were Chief Brad Bowen, Assistant Chiefs Glenn Leidel and Tom Schuetz, Deputy Chiefs Kami Warren and Tim Meyer, Battalion Chiefs Tim Lange, Steve Pflanzner and Mike Gartzke, Sam Siewert and Dylan Laue, Oconomowoc Police Chief Ron Buerger, and Administrative Assistant Michael Krug. Mike Tompkins was excused. Bill Riemenschneider was absent.

Proof of Notice

- Mike Krug announced that the notice was posted November 21st to the district web site, newspapers and at stations 1 and 2.

Pledge of Allegiance

- Dylan Laue 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 Jeff Roemer and seconded by Mike Sauer to approve the minutes of the October 22nd meeting. Motion carried.

Fire Chief Brad Bowen’s Report

- Chief Bowen stated that all board members received updated MABAS cards, which are being reviewed by other departments. Jeff Roemer said that the State IMT was not referenced. Chief said that the regional team is and that that was at the direction of the county chiefs. Jeff said that the Regional should be referenced and then they may call the state.
- Chief announced that our workers comp rating dropped to 1 from a 1.94 effective March 2, 2019 and distributed a letter from the Workers Comp Rating Bureau. We don’t know what the new workers comp insurance rate will be. We are hoping that we can change from the pool (West Bend) to the League of Wisconsin Municipalities.
- On October 30th we went through a CAD update which required a change to all of our MDT’s.
- WCC did their upgrade so all radios are now on digital effective November 19th.
- The county fire chiefs meeting was held here on November 14th. There was a review of the Elm Grove fire where six firefighters were transported to the hospital.
- Chief met with Ashippun and is waiting for another meeting to finalize their contract. Brad will be at their next board meeting. They were receptive to the changes in the contract.

- The monthly run report was distributed showing we responded to 365 calls this month and are on track for 4,266 for the year.
- Kent Lorenz distributed a Summary of Cash Collections for ambulance billing. He is proposing that we add a line to the Actual vs Budget report under the Ambulance Billing line to show the write-off amount to more accurately reflect the actual cash received. This would be a percentage of billed calls and that percentage could change based on actual write-offs.
- Jimi Hall asked about the inspection fees. Chief Bowen said we are finalizing the square footage amounts and will have a proposal at the next board meeting. Each of the municipalities will need to pass an ordinance allowing the fees to be collected.

Chief Officer Reports

- Assistant Chief Schuetz had nothing in addition to his report. Jimi Hall asked about report listing all of our apparatus, age, miles, etc. and distributed a suggested format. Chief Bowen stated a similar report was sent to all municipal board members and District Board members as part of the budget process.
- Assistant Chief Leidel had nothing to add to his report and there were no questions.
- Deputy Chief Meyer had nothing new to add to his report and there were no questions.
- Deputy Chief Kami Warren had nothing to add and there were no questions.
- Chief Bowen introduced our new Battalion Chief Mike Gartzke who will be representing the Oconomowoc station.

Building and Grounds

- Tom said that there was nothing new to report.

Discussion – District Training Plan

- Chief Bowen stated that a committee of himself, Kami Warren, Tim Meyer, Mike Sauer and Jeff Roemer had met to work on the training plan.
- A copy of the plan was included and a detailed plan with specific trainings will be available at the December board meeting. All January trainings will be CPR as all members will need to be recertified in January.
- Jeff asked if the officers had been informed of the requirements of SPS30. (*Chapter SPS 330, Wis. Adm. Code provides “minimum requirements for an occupational safety and health program for public sector fire department employees involved in fire department operations*). Tim said that at the officer meeting, they were informed of the requirements of the state and that any officer that does not meet the requirements on October 1 2019, will no longer be an officer. We are working on hosting classes to help our officers meet the requirements, but WCTC is having limitations with getting instructors to teach. The problem is that many of the fire/EMS instructors are retired and have limitations on how many hours they can work and still collect retirement benefits.

Discussion – 2019 Pay Rates

- Chief Bowen distributed a packet showing what the average actual pay per hour was for a set of employees for various pay periods. Brad asked if there should be a different rate for daytime and nighttime part-time employees and the board said no, they should be the same. Brad stated that we currently have a premium for weekends and holidays, and wanted to know if we should continue to do so. The consensus was to continue to have the weekend/holiday increase in pay. A question from the officer meeting was that a part-time employee will be making less than a paid-per-call person on the same call. Ideally, both would be the same, but fiscally, that is not possible, but we are working to the goal in the next seven years. Chief asked about a stipend for people going on interfacility transports. Chief Bowen said we average about 56 interfacility

transports per month. Chief is proposing a bonus of \$10 per interfacility call, regardless of the length of the call. Other departments in the area (Lake Country, New Berlin, Lisbon) pay a higher rate for interfacility transports. Mike Sauer said that the same issue may come up with lift assists when we start charging for a lift assist. There was a consensus to give the bonus although Jeff Remer said that interfacility transports are part of the job and we should not be giving more to do interfacility transports. Chief Bowen said that the \$10 bonus would be about \$15,000 of the payroll line item. Kent Lorenz said that he would like Western Lakes to be a one call does it all service, where we will handle whatever our facilities transport needs are.

Discussion – Fire Board Meeting Day and Time

- Chief Bowen said that Okauchee wants to participate in our EMS training and that their only available time would be our EMS training on Monday nights which is at the Pabst station. The recommendation is to move the board meeting to 4:30 pm so we can be done before the EMS training starts. The consensus of the board members present said that the 4:30 time would be fine. This would start in January. Brad will check with Mike Tompkins to ensure he would be able to attend the earlier time.

Discussion/Action – SCBA Bid

- Chief Bowen stated that Battalion Chief Tim Lange and Captain Adam May spearheaded the project. Three bids were received (Air-One, Jefferson Fire and Safety and Five Alarm). The recommendation of the committee was to go with MSA, which was also the recommendation of the members that tested both SCOTT and MSA. Air-One is the recommended vendor. The proposal shows the cost if Western Lakes goes alone, but if other departments in the area, which we have already talked to and are interested, would to go in a group bid, the cost would be lower by about \$100 per unit. Many of the departments we talked to are in Jefferson County and Air-One is not allowed to sell in Jefferson County, but MSA is not willing to lose the sale because of a vendor limitation. Five Alarm who also sells MSA and could sell in Jefferson County, but their bid was much higher than Air-One.
- A motion was made by Jeff Roemer and seconded by Kent Lorenz to approve the bid for the MSA at a cost not to exceed \$374,726. Motion carried. George Morris complimented the team on their work in and including an evaluation by the employees in their decision making.

Discussion/Action – Cardiac Monitor Bid

- Dylan Laue led the committee on the research. Physio Control and Zoll Medical were the two that were tested and evaluated by our staff for over a month. Ten monitors need to be replaced. The budgeted amount was \$250,000. The proposal is over budget due to the mounting brackets (\$6,125) needed and addition of a five-year preventative maintenance package (\$11,500). Two of the monitors will be upgraded to the critical care level. We would actually purchase the brackets this year using money in this year's maintenance budget and using ACT102 funds to pay for the maintenance package. Even pulling the \$17,625 out, we would still be over the budgeted amount. We could reduce the number of monitors being purchased or go over budget. With the SCBA bid being under budget, the combination of the SCBA and Cardiac Monitor bid would be under the combined budgeted amount by about \$10,000. The recommendation of the committee and Dr. Cady was to go with the Zoll Medical bid.
- A motion was made by Mike Sauer and seconded by Jeff Roemer to approve the bid for the Zoll Cardiac Monitor at a cost not to exceed \$294,132.55 using ACT 102 funds for the maintenance package and 2018 operational funds to pay for the mounting brackets. Motion carried.

Discussion/Action – Command Repeater and Radio Bid

- Chief Bowen asked that the Command Repeater and Command Vehicle be combined into one discussion. The command functions would be done inside the vehicle (front and back seat) and the back of the truck would be for command equipment. The repeater system would be able to patch Dodge County and Jefferson County communication to our radio channels. The bid of \$110,105.83 is under the budgeted amount of \$115,000.
- A motion was made by Kent Lorenz and seconded by Mike Sauer to approve the bid for the Command Repeater and Radio at a cost not to exceed \$110,105.83. Motion carried.

Discussion/Action – Command 10 Bid

- This topic was included with the discussion on the Repeater and Radio bid.

Discussion/Action – ALS Vehicle Bid

- Chief Bowen said that there was \$53,000 in the budget for Med 87. We spent \$31,000 for the vehicle. Additional items (graphics, radio, lights, etc.) would bring the cost to \$48,503. The purchase requisition was not included with the boards packet so further discussion was tabled until the December meeting.

Discussion/Action – Ambulance & Highway Refunds

- A motion was made by Jeff Roemer and seconded by Jimi Hall to pay the ambulance refunds totaling \$1,275.17. Motion carried.

Discussion/Action - Payment of Bills

- A motion was made by Jimi Hall and seconded by Jeff Roemer to pay the bills totaling \$148,977.75. Motion carried.

Future Agenda Items and Meeting

- The December meeting will be held on December 19th at Station 1 (Pabst). Items to be discussed include:
 - Fee Structures
 - Chief Vehicle Bid Approval
 - HPQR Vehicle Bid Approval
 - ALS Vehicle Bid Approval (tabled from today's meeting)
 - 2019 Training plan
 - 2019 Pay rates

Closed Session

- At 7:20 pm, the Fire Board convened into closed session by roll-call vote.

Open Session

- At 8:03 pm, the Fire Board reconvened into open session.

Discussion/Action – Duty Chief Stipends

- A motion was made by Jimi Hall and seconded by Jeff Roemer to approve the Duty Chief Stipends for additional 3610 hours to the Chief Officers as presented by Chief Bowen on the December 7th payroll for hours worked July 1st through December 1st and the January 4th payroll for hours worked December 2nd through December 29th. Motion carried.

Adjournment

- At 8:07pm, a motion was made by Jeff Roemer and seconded by Kent Lorenz to adjourn. Motion carried.