

DeForest Area Fire Protection Board Meeting

Wednesday, November 11, 2015 5:30 PM

DeForest Fire Department, 305 E. Holum St.

Training Room

Minutes

- 1) **Call Meeting to Order and Roll Call** – The meeting was called to order at 5:30 p.m. by Vice President Judd Blau.

Present were: Judd Blau from the Village of DeForest, Ron Rupp from the Town of Vienna, Dave Tuschen from the Town of Hampden, Jim Foley from the Town of Leeds, Interim Chief Steve LaFeber and Administrative Assistant Kay Preston. Also present was attorney Dean Dietrich. Bob Wipperfurth from the Village of Windsor was absent.

- 2) **Recitation of the Pledge of Allegiance** – Led by Foley
- 3) **Announcements** – The DeForest Area Fire & EMS Board will Convene into Closed Session pursuant to sec. 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Discussion of employment status of Department employee under employment agreement.)
- 4) **Appearances Before the Board** - None
- 5) **Comments/Volunteer Association** - None
- 6) **Approve Minutes:**
 - a. **October 12, 2015** – Motion to approve by Foley, seconded by Rupp. Motion carried 4-0
- 7) **Finance:**
 - a. **Review and Approve Invoices Paid: 10/1/2015 – 10/31/2015** – Foley asked what the charge for Monitors and programming kits was. LaFeber explained that those are replacement Monitor brand pagers.

Foley asked about the invoice for hats. These are the hats that the department purchases to keep in-stock for employees to buy.

Motion to approve by Foley, seconded by Rupp. Motion carried 4-0.
 - b. **Review and Approve Fund/Account Balances** – Motion to approve by Foley, seconded by Tuschen. Motion carried 4-0.

8) Interim Chief LaFeber's Monthly Report/Action Items

- a. **Call Update** – LaFeber reviewed the WARDS report that he receives from the State. There were no major calls in October.

Paid-on-premise for EMS is in effect. There are eight teams that stay at the station and one team that responds from home.

There will be interviews soon – applications are being reviewed.

- b. **Call Response Data** – The Board was given a spreadsheet showing call data for the month of October, broken down by municipality.
- c. **SCBA Grant Update** – The application is being worked on. We currently have two quotes and will be getting a third.

The department also did a lot of public education in October including trick-or-treating at the station. The community smoke detector program will be starting up again. A grant is being written to try to get the smoke detectors paid for.

A grant committee is being formed.

9) Old Business:

- a. **Budget for 2016** – Brett from Johnson Block met with LaFeber and Preston to go over the budget. Some issues that were found have been resolved.

Foley noted that there appears to be an error on the percentage of increase for the Town of Leeds. Blau pointed out other numbers that do not match from previous year budgets. This will be reviewed and the Board will address at the next meeting.

- b. **LifeQuest Quote for Billing for Fire** – After doing some research, Preston saw on the State website, combination departments are not eligible to request reimbursements from the State. A request was sent to LifeQuest to see if the quote that was sent will remain the same if we bill for fire calls other than just the ones on State highways. No response as of the meeting. Preston will follow-up and re-address at the next meeting.

10) New Business:

11) Convene into Closed Session – Motion to convene into closed session by Foley, seconded by Rupp.

- c. **With Reference to the Announcements**

12) Reconvene into Open Session – Motion to reconvene into open session by Foley, seconded by Tuschen. Back in open session at 6:25 p.m.

a. Action Items Resulting from closed session – if any – None.

13) Adjournment – The next scheduled meeting is December 2nd at 5:30 p.m. If a special meeting is needed for budget discussion, the Board will be contacted. Motion to adjourn by Rupp, seconded by Foley. Motion carried 4-0 and meeting adjourned at 7:07 p.m.

Respectfully submitted,
Kay Preston
Administrative Assistant