

DeForest Windsor Fire & EMS District Board Meeting

February 2, 2022 @ 4:00pm

DeForest Windsor Fire and EMS Department 110 S. Stevenson St.

Please join my meeting from your computer, tablet or smartphone.

<https://bluejeans.com/3522770498?src=calendarLink>

Phone dial in 1.408.419.1715

Access code: 352 277 0498

PLEASE TAKE NOTICE that there will be a meeting of the DeForest Windsor Fire & EMS District Board commencing at the time and place noted above. The following is the agenda for this meeting, which sets forth the subject matters to be discussed and considered. If the agenda so indicates, the aforesaid governmental body may convene in closed session for the purpose(s) indicated. Upon conclusion of the closed session, if any, the governmental body will reconvene into open session to take action, if any, on matters discussed in closed session and for the purpose of concluding the agenda.

Minutes

- 1) Call Meeting to Order and Roll Call-** The meeting was called to order at 4:01pm by President Little. All board members were present via virtually.

Present were: Colleen Little- Village of DeForest, Bob Wipperfurth- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Ed Wall- Village of Windsor, Chief LaFeber, Office Manager Mooney

- 2) Recitation of the Pledge of Allegiance-** N/A

- 3) Appearances Before the Board-** N/A

- 4) Approve Minutes:**

- a) **January 5, 2022-** Motion to approve by Cahill Wolfgram, second by Wipperfurth. Motion carried 4-0.

- 5) Finance:**

- a) **Review and Approve Invoices Paid 1/1/2022-1/31/2022-** Motion to approve by Wipperfurth, second by Wall. Motion carried 4-0.

- b) **Review and Approve Fund/Account Balances-** Motion to approve by Wall, second by Cahill Wolfgram. Motion carried 4-0.

- c) **Capital Fund/Equipment Purchasing-** N/A

- 6) Chief LaFeber's Monthly Report/Action Items:**

- a) **Call Update-** For the month of January, there was 166 calls for service vs 121 calls for service in January 2021. 21% of calls were overlapping calls. EMS response times were 2

minutes and 37 seconds, and Fire response times were 3 minutes and 39 seconds. The department will be doing some training in February with the County and County Fire Chiefs.

- b) **2022 Budget Update-** With early into 2022, everything is looking very good. Currently forecasting to be under budget by \$9,000 if everything stays the same for the rest of the year.

7) Old Business:

- a) **Station Remodel-** Chief LaFeber updated the board with where the design team is at with the remodel and presented some design options to the board. The board asked Chief LaFeber to come up with a cost spreadsheet of what the cost would be at the Fire Departments level. Currently, Chief has come up with a price of roughly around \$125K. A motion to cap the spending amount at \$125,000 by Cahill Wolfgram, second by Wipperfurth. Motion carried 4-0.

8) New Business:

- a) **2021 Annual Report-** The annual report was presented to the board with a few highlighting factors regarding response times for each shift, call data, and calls for service in each municipality and towns.

- b) **Strategic Plan-** The strategic plan was shared with the board and presented by Chief LaFeber.

9) Future Agenda Items- Township contracts

10) Schedule for Upcoming Meeting(s)- March 2, 2022, April 6, 2022, May 4, 2022. All meetings will tentatively be held at 4:00pm.

11) Adjournment- Motion to adjourn by Wall, second by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 4:52pm.

Respectfully submitted,
Lindsey Mooney