

DeForest Windsor Fire & EMS District Board Meeting
June 1, 2022 @ 3:00pm
DeForest Windsor Fire and EMS Department 110 S. Stevenson St.
Court Room

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 3:00pm by President Little. All board members were present. Please note that Kristine Schmidt sat in for Ed Wall.

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

- 2) **Recitation of the Pledge of Allegiance-** Led by Wipperfurth

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

- 4) **Approve Minutes:**

- a) **May 4, 2022-** Motion to approve by Cahill Wolfgram, seconded by Wipperfurth. Motion carried 4-0.

- 5) **Finance:**

- a) **Review and Approve Invoices Paid 5/1/2022-5/31/2022-** Motion to approve by Cahill Wolfgram, seconded by Schmidt. Motion carried 4-0.

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

- c) **Capital Fund/Equipment Purchasing-** Car 2 was stripped, and chiefs car was equipped together. A portion of our FAP money that we received will be going towards a new training dummy. Motion to approve by Cahill Wolfgram, seconded by Schmidt. Motion carried 4-0.

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

- a) **Call Update-** For the month of May, there were 180 calls for service. 152 of those calls were EMS related and 28 of those calls were Fire related. Response time is still at 2 minutes and 20 seconds and are on track for having 1,856 calls for service in 2022.
- b) **2022 Budget Update-** Currently, all categories in the budget are doing well. Currently, there is \$55,000 in payroll, \$10,000 in on call payroll, \$26,000 in benefits, and \$40,000 in part time payroll that are all under budget. In total, currently sitting at \$190,000 under budget. Revenue is generating, but we are unable to fill employee spots to benefit from that revenue. In the last month, we have brought in 6 new members who will be joining the department on both the Fire and EMS side. Investment on recruitment has been started with committee in place and have met on things they would like to purchase.

7) Old Business:

- a) **Station Remodel Update-** Chief and another member of the department attended the station conference that was held in Illinois. They were able to see a lot and were able to confirm a lot of their choices for the station remodel are all correct choices for the station. Chief did have his first meeting with the construction company, and it is looking like the station remodel will begin in August.
- b) **2nd Station Update-** From the station conference in Illinois, Chief was able to come back with some great ideas for the 2nd station. Currently, Chief and the Village of Windsor is coming up with a timeline, and a list of priorities that needs to be done soon. Chief did mention that will be setting up a side meeting with the Village of Windsor to talk about how they would like to proceed from here.
- c) **2023 Budget-** The start of the 2023 budget was presented to the board. A more of a final draft budget will be presented to the board once we start receiving insurance premiums for 2023.

8) New Business:

- a) **Billing Rates-** Chief would like to raise the billing rates and will be asking for the board's approval next month once he gathers more information.

9) Future Agenda Items- N/A

10) Schedule for Upcoming Meeting(s)- July 6, 2022 @ 4:00pm

11) Adjournment- Motion to adjourn by Wipperfurth, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 4:05pm.

Respectfully submitted,
Lindsey Mooney