

**DeForest Windsor Fire & EMS District Board Meeting**  
**July 1, 2020 5:00PM**  
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 by President Blau at 5:02pm. All members were present.

Present were: Judd Blau-Village of DeForest, Bob Wipperfurth- Village of Windsor, Colleen Little- Village of DeForest, Don Madelung- Village of Windsor, Chief LaFeber, Office Manager Mooney

- 2) Recitation of the Pledge of Allegiance-** Led by Madelung
- 3) Announcements-** The DeForest Windsor Fire & EMS District 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. (Full-Time Employee Status and Paid on Call Status)
- 4) Appearances Before the Board-N/A**
- 5) Approve Minutes:**
- a) **June 10, 2020-** Motion to approve by Wipperfurth, second by Madelung. Motion carried 4-0.
- 6) Finance:**
- a) **Review and Approve Invoices Paid 6/1/2020-6/30/2020-** Motion to approve by Little, second by Wipperfurth. Motion carried 4-0.
- b) **Review and Approve Fund/Account Balances-** Motion to approve by Madelung, second by Little. Motion carried 4-0.
- c) **Sinking Fund/Equipment Purchasing- N/A**
- 7) Chief LaFeber's Monthly Report/Action Items:**

- a) **Call Update-** June was a busy month with 144 calls for service vs 128 from the year before. Average response times between fire and EMS were 2 minutes and 22 seconds. Year to date, we are at 794 calls for service which puts us on track to having 1,587 calls for the year.
- b) **2020 Budget Update-** Revenue is going to be forecasted to be over \$145,000 which all is from EMS billing. We are having a great year recouping all of our fire expenses and EMS billing has surprisingly been exceptionally good for the year. Only negative for the budget is workers compensation which has seem to double since our workers compensation audit.
- c) **State of Emergency Update- Status Report-** Some things are starting to ramp back up with some of our in house polices. Our back stock is still healthy, and the person who purchases all of our ems supplies has put out an order for more masks. Blau asked if we have seen a price increase in masks. Chief LaFeber responded that since the pandemic has started, he has seen a price increase but nothing more since then.

**8) Old Business:**

- a) **2021 Budget-** A draft budget was presented to the board. The draft budget is a very early budget and Chief would like to double check his number a couple more times before we have an approved budget. This budget had a new pay scale for our paid-on call members by doing a flat rate for weeknights and weekends. Instead paying our members \$2.50 an hour plus the \$9.00 an hour while on a call, we would like to pay them a flat rate of \$50.00 a night and a flat rate of \$100 on the weekends. On average, this would put our members up with a pay raise, and this rate scale also puts us on track of what other departments around the area are doing.

**9) New Business:**

- 10) Convene into Closed Session-** Motion to convene into closed session by Little, second by Wipperfurth. Motion carried 4-0, rollcall was taken, and the meeting convened into closed session at 5:30pm

**a. With Reference to Announcements**

- 11) Reconvene into Open Session-** Motion to reconvene into open session by Wipperfurth, second by Madelung. Motion carried 4-0 and the meeting reconvened into open session at 6:32pm.

**b. Action Items Resulting from Closed Session – If Any**

**12) Future Agenda Items-N/A**

- 13) Schedule for Upcoming Meeting(s)-** August 5, 2020 @ 5:00pm, September 2, 2020 @ 5:00pm

**14) Adjournment-** Motion to adjourn by Wipperfurth, second by Madelung. Motion carried 4-0 and the meeting adjourned at 6:37pm.

Respectfully submitted,  
Lindsey Mooney