

DeForest Windsor Fire & EMS District Board Meeting

May 5, 2021 @ 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 4:00pm by President Wipperfurth. All board members were present.

Present were: Robert Wipperfurth- Village of Windsor, Colleen Little- Village of DeForest, Don Madelung- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Chief LaFeber, Office Manager Mooney

- 2) Recitation of the Pledge of Allegiance-** Led by Cahill Wolfgram
- 3) Appearances Before the Board-N/A**
- 4) Approve Minutes:**
 - a) April 14, 2021-** Motion to approve by Madelung, second by Cahill Wolfgram. Motion carried 4-0.
- 5) Finance:**
 - a) Review and Approve Invoices Paid 4/1/2021-4/30/2021-** Motion to approve by Little, second by Madelung. 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**
- 6) Chief LaFeber's Monthly Report/Action Items:**
 - a) Call Update-** The department has 131 calls for service vs 113 from the previous year. Response times out the door was 2 minutes and 48 seconds, 8 minutes, and 14 seconds for on scene time. Did have more response from home calls from our paid-on calls

members which slowed down our times just a bit, but those responses were mostly for the back up ambulance.

- b) **2021 Budget Update-** Budget is looking good. Did speak to the auditor and we should have a draft audit for June's meeting. Everything is looking good so far and we should have some extra money to put into the sinking fund for future purchase.

7) Old Business:

- a) **2nd Station-** Chief LaFeber is doing the math and will have more information for next months meeting. He also did find a conference for new station remodels and would like to attend that in August. Price for this conference will be around \$3,000 with travel, hotel, and the conference for the week. Chief received permission from the board to attend the conference in August.
- b) **Email Discussion/Action-** Chief did the follow up request from the board. The migration from Johnson Block was \$4,035. Monthly charge for a complete IT charge was \$750 and email addresses were \$6 which in total would come out to be \$1,140 for all email addresses. Between ITP our current IT system and Johnson Block, over the year ITP will be cheaper in the end for us. Johnson Block would come out to be \$360 more a month for our services. This year for the boards information, to get a new email system, we will need \$9,800 for the email service, \$7,600 for the migration. Chief said that we would have the money in the budget as we will end up having some low numbers in some of the budget category. Motion to moving forward with Elevity for email and migration service by Cahill Wolfgram, second by Little. Motion carried 4-0.
- c) **Contracts for Towns-** Wipperfurth stated that he has not had a chance to go back and talk with the towns but would like to create a letter for the townships to explain the benefits of having a contract with us. Wipperfurth would like him and Chief to work on it together.

8) New Business:

9) Future Agenda Items- N/A

10) Schedule for Upcoming Meeting(s): June 2, 2021, July 7, 2021, August 2, 2021. All meetings will be held at 4:00pm.

11) Adjournment- Motion to adjourn by Little, second by Madelung. Motion carried 4-0 and the meeting adjourned at 4:16pm.

Respectfully submitted,
Lindsey Mooney