

## **DeForest Windsor Fire & EMS District Board Meeting**

**November 3, 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 via virtual at this time.

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

- 2) Recitation of the Pledge of Allegiance-** Led by Wall
- 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 and Paid on Call Status)
- 4) Appearances Before the Board-** N/A
- 5) Approve Minutes:**
  - a) October 6, 2021-** Motion to approve by Little, second by Cahill Wolfgram. Motion carried 4-0.
- 6) Finance:**
  - a) Review and Approve Invoices Paid 10/1/2021-10/31/2021-** Motion to approve by Wipperfurth, second by Wall. Motion carried 4-0.
  - b) Review and Approve Fund/Account Balances-** Motion to approve by Cahill Wolfgram, second by Wall. Motion carried 4-0.

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

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

- a) **Call Update-** Calls for service for the month of October were up to 143 calls. This is up 23 calls from this time last year. Response times went from 2 minutes and 24 seconds to 2 minutes and 25 seconds with a slow down of a second. A couple back up calls were missed due to call volume. Waunakee and Dane fire came in on some night calls in between the hours of 5pm and 10pm due to our crews working on multiple calls at the same time. All growth volume from this month came from EMS, with EMS going up and Fire going down in calls. Currently, we are sitting at 1,382 for the year and are on pace for having 1,658 calls for the year which will be an increase from past years. Training hours are increasing this year but are still a little low for some of our members due to covid.
- b) **2021 Budget Update-** Still looking to be under budget by \$130,000. Right now, majority of this amount is coming from our labor and benefits. With a new schedule for our full-time members and paid on call members, some of that money will be able to absorb by the end of the year but will still be under budget.

**8) Old Business:**

- a) **2022 Budget-** The budget has been sent to the two villages. No feedback has been given which was taken as a good sign. It is ready to go and just needs approval. Motion to approve by Cahill Wolfgram, second by Wall. Motion carried 4-0.
- b) **Station Remodel-** Met with the architect for the first time. Plans looked good but an issue came up with the building being too close to the sidewalk. A new design has been created and the station will be in line with the police department. Some of the courtyard will be lost and a bathroom will also be taken out as well.

**9) New Business:**

- a) **SOG Review-** SOG's have been completed and is up to the board members if they would like to review them or not. Only changes that have been made is on pay and sleeping at the station.

**10) Convene into Closed Session-** Motion to convene into closed session by Little, second by Wall. Motion carried 4-0. Roll call was taken, and closed session began at 4:23pm.

**a. With Reference to Announcements**

**11) Reconvene into Open Session-** A motion to reconvene into open session by Cahill Wolfgram, second by Little. Motion carried 4-0 and the meeting reconvened at 4:28pm.

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

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

**13) Schedule for Upcoming Meeting(s)-** December 1, 2021, January 5, 2022. All meetings will be held at 4:00pm.

**14) Adjournment-** Motion to adjourn by Little, second by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 4:30pm.

Respectfully submitted,  
Lindsey Mooney