

DeForest Windsor Fire & EMS District Board Meeting
July 5, 2023 @ 4:00pm
DeForest Windsor Fire and EMS Department 110 S. Stevenson St.
Mackenzie Clyde Training 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 4:00pm by President Wipperfurth. All board members were present with Cahill Wolfgram joining at 4:03pm.

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

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

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

- 4) **Approve Minutes:**

a) **May 3, 2023-** Motion to approve by Wall, seconded by Little. Motion carried 3-0.

- 4) **Finance:**

a) **Review and Approve Invoices Paid 6/1/2023-6/30/2023-** Motion to approve by Little, seconded by Wall. Motion carried 3-0.

b) **Review and Approve Fund/Account Balances-** Motion to approve by Wall, seconded by Little. Motion carried 3-0.

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

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

a) **Call Update-** Month of June, there were 172 calls for service. 152 of those calls were EMS with 141 calls that were billable. 4th of July weekend was busy with 14 calls alone on July 3rd alone. Chief LaFeber is still working with both Village of their EOC and emergency action plans. Staffing is going well with both EMS, but the fire count is down a little but should have better morale in 2024.

b) **2023 Budget Update-** Budget categories are under budget for the year which includes EMS revenue. Revenues should start coming in now that things have been resolved with the billing company.

6) **Old Business:**

a) **Station Remodel Update-** Still waiting for some punch items to be completed. Windows was finally installed. Waiting on the electrician still, window coverings are still coming and will be installed once they arrive.

b) **Inspector Position-** Finalized with 3 applicants and currently going through the interview process. Chief LaFeber is hoping to have everything wrapped up and have the new member start by August 1st. All applicants were internal members.

c) **2nd Station-** Village of Windsor is ready to move forward with hiring an architect but is waiting to make sure a MOU is in place with both Villages.

d) **Annual Report-** A copy of the annual report was distributed to the board members to review. No comments or concerns from the board.

e) **2024 Budget-** The budget has been started with some corrections to spreadsheet equations. The little categories are completed, and labor has been started but is not finished. Chief LaFeber would like to pay the fire members at the same rate as the EMS members as that seems to be working well on the EMS side.

7) **New Business:**

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

9) **Schedule for Upcoming Meeting(s)-** August 2, 2023, September 6, 2023, October 4, 2023. All meetings will be held at 4:00pm.

10) **Adjournment-** Motion to adjourn by Little, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 4:33pm.

Respectfully Submitted,
Lindsey Mooney