Lake Country Fire & Rescue – Fire Board

Serving the Village of Chenequa-Village of Nashotah
City of Delafield- Village of Oconomowoc Lake
Town of Delafield-Village of Wales-Town of Genesee

LCFR Station # **37**
600 S. Wales Rd, Wales WI 53183
Wednesday, June 26, 2024 at 5 PM

1. **Meeting called to order with the Pledge of Allegiance**
   The meeting was opened by President Jim Morris at 5:00 pm with the Pledge of Allegiance.

SPECIAL ORDER OF BUSINESS: Presentation by Chief Hoppe on Effective Response Force

2. **Roll Call:** Present were: Alan Enters, Tom Touchette, Matt Grimmer, Roger Yolo, Martin Gallun, Jeff Rumler, Magalie Miller, Gene Mayernick, Jim Morris, Steve Goetz, Mark Moore, Chief Matt Fennig and Administrative Assistant Staci Nielson. Excused were Anthony Arbucias, Al Theis and Jerry Orlowski

3. **Public Comments**
   There were no public comments.

4. **Discussion and possible action on Effective Response Force benchmarking criteria**
   Chief Fennig asked for a nod of approval for staff to continue developing Effective Response Force benchmarking criteria to ensure the needs of the Board are being met. Grimmer would like references to any industry standards that exist to add credibility. The Board will review the process in 6-12 months to see how it's progressing. No motion.

5. **Approval of minutes from the Fire Board Meeting on Wednesday, May 15, 2024**
   A motion was made by Gallun and seconded by Miller to approve the minutes from Wednesday, May 15, 2024. All ayes, no further discussion. Grimmer abstained. The motion was carried.

6. **Treasurer's Report**
   a. **Ambulance billing and collection update for April & May**
      We are now caught up on both billing and reporting. We billed out $405,510 in April and $255,632 in May, so we are caught up from March. At the end of May, we are at 60% of our budgeted revenue for the year.

   b. **Board review of balance sheet, revenues and expenses for April & May**
      We are currently trending below budget for the year (34% of budget at 42% of the year. There are always a few expensive vehicle repairs, and we will be hiring new full time employees, so we will continue to monitor expenses.

7. **President's Report**
   a. The August 7th Budget workshop meeting will be held at the Nashotah Training Center.
   b. The Nov-Dec meeting was moved to Wed, Nov 20th.

8. **Chief's Report**

a. **LCFR Call Activity report** – there were 238 incidents in May

b. **Staffing Report/Metrics Reporting** – We hired 3 full time FF/EMT. 5 were offered positions, but one did not successfully complete the pre-employment screening and one accepted a job in a different department. 2 of the 3 hired were our LCFR interns. In addition, we hired 1 new intern and 1 permanent part time position.

c. **Training/Conference Updates** – We will be browned out quite a bit coming up because our new hires will be required to attend paramedic school full time.

d. **Vehicle/Equipment Status** – Our next planned purchase is an ambulance that we will take delivery of in 2025. Chief Fennig will be meeting with municipal leaders regarding the purchase of a ladder truck in 2028.

e. **Update on current/ongoing department projects**

9. <u>Discussion and possible action on Auditor RFP</u>
The Board was presented quotes from 5 accounting firms to prepare our 2023 audit. Some firms also included quotes for future years.

A motion was made by Grimmer and seconded by Yolo to hire Hawkins Ash CPA for a 3 year commitment beginning with our 2022 audit. All ayes, no further discussion. The motion was carried.

10. <u>Board approval of check disbursements over $1,500 and bank and CC reconciliations for April & May</u>
A motion was made by Gallun and seconded by Touchette to approve the checks & reconciliations from April & May. All ayes, no further discussion. The motion was carried.

11. <u>Discussion and possible action on Suburban Critical Incident Team MOU</u>
A motion to adjourn was made by Gallun and seconded by Goetz to approve the SCIT MOU with the Board President's name changed to Jim Morris on the contract. All ayes, no further discussion. The motion was carried.

12. <u>Discussion and possible action on RNC MOU with City of Milwaukee</u>
Board had no objection to seeking any compensation from the RNC event if available.

13. <u>New business</u>
No new business

14. The next scheduled Board Meeting is on Wednesday, July 17th, 2024 at 5:00pm **<u>to be held at Station #31 (W302N1208 Maple Ave) in the Town of Delafield</u>**

15. <u>Adjournment</u>
A motion to adjourn was made by Mayernick and seconded by Yolo at 6:52. All ayes, no further discussion. The motion was carried.

Respectfully submitted by Staci Nielson, Secretary/Treasurer