



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, March 15, 2012 – 6 p.m.
MINUTES

1. Meeting called to order
Meeting was called to order at 5:57pm by President Stotts with the pledge of Allegiance.
2. Roll call
In attendance were President Rod Stotts, Theresa Urbancek, Jeff Krickhahn, Robert Bellin, Chief Edwards and Secretary/Treasurer Sandy Rosch. Absent were MacDougall and Wilkey.
3. Public Comments
No public comments.
4. Election of President, Vice President and Secretary/Treasurer with terms to end 12/31/2012
Motion was made by Urbancek to nominate Stotts for Board President, seconded by Bellin. No other nominations. All ayes, motion carried. Motion was made by Bellin to nominate Krickhahn for Vice President, seconded by Urbancek. No other nominations. All ayes, motion carried. Motion was made by Rod to nominate Rosch for Secretary/Treasurer, second by Bellin. No other nominations. All ayes, motion carried. LCFR Board Officers for 2011 are Stotts, Board President, Krickhahn, Board Vice President, and Rosch, Secretary/Treasurer.
5. Communication
No communication.
6. President's Report
Stotts explained this year the focus will change from “topic of the month” to presentations from staff highlighting their roles in the fire department and providing the Board with an opportunity to meet and get to know department staff. Stotts informed the Board members of the plans to honor Chief Hagemann by his family and others in the community. Chief Edwards stated there was a statue ordered by his family that will be erected in front of Station #2 and that the Village of Nashotah is working together with the department and family to co-ordinate the project. There was also talk of potential donations to this project. President Stotts acknowledged recent media attentions on the potential for merger talks in neighboring communities and states the Board and the communities they represent as well as the department are open to exploring the opportunity to work with neighboring communities. Stotts also brought up the idea/suggestion that LCFR seek out volunteers to establish Department Historians that could assist the department in the documentation and recognition of past and present staff from all three communities as well as establish a way to display the information.
7. Approval of Minutes
Motion to approve minutes of December 15th, 2011 was made by Krickhahn and second by Urbancek. All ayes, motion carried.
8. Discussion and action regarding Automatic Mutual Aid Agreement between Village of Hartland, Town of Delafield and Lake Country Fire & Rescue
A question had been posed by Krickhahn regarding the mutual aid agreement and how often the agreement was put to work. Chief Edwards was able to report that in 2011 the Town of Delafield was requested to assist us x3 and our assistance was requested by the Town of Delafield once. In 2011, the Village of Hartland was requested by us x4 and but we were never requested by Hartland to assist them. Chief Edwards stated this agreement is very standard and has always been in place. It was just because the merger of departments that we needed to revise the agreement so it was now between LCFR, the Village of Hartland and the Town of Delafield. Motion was made by Krickhahn, second by Urbancek, to authorize Stotts to sign the “Automatic Mutual Aid Agreement between the Village of Hartland, Town of Delafield and Lake Country Fire & Rescue”. All ayes, motion carried.

9. Treasurer's Report

- a. Ambulance billing and collection update: ADPI accounts have been forwarded to Waukesha County Collections or written off as uncollectible. Rosch will work with Auditor to reconcile remaining AR with information to be available by next month's Board Meeting.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 02/29/2012 Overall tracking of expense is right on target for LCFR with some expenses expected to be adjusted by Auditor as paid in 2012 for 2011 expenses. This should actually LCFR us below anticipated expenses to date. Rosch and Chief Edwards also noted the expenses that are front loaded are factored into the totals as well (such as insurances and support renewals). It was noted that the M&I account continues to have fees with little to no usage. Rosch is to follow-up with M&I Representative to see if there is any way to eliminate the fees.
- c. Motion made by Urbanchek, second by Krickhahn to approve check disbursements over \$1,500 (ck#2518 for \$2,313.42, ck#2535 for \$4,590.00, ck#2538 for \$1,784.54, Ck#2538 for \$4,984.98, ck#2540 for \$17,386.00, ck#2551 for \$4,797.00, ck# 2555 for \$5,282.44, ck# 2572 for \$5,864.60, ck# 2580 for \$82,260.50, ck# 2587 for \$6,886.00, ck# 2597 for \$38,839.67, ck# 2609 for \$9,696.05, ck#2619 for \$1,937.31, ck# 2623 for \$4,1440.10, ck# 2627 for \$1,898.75, ck# 2645 for \$1,918.00, ck# 2646 for \$4,812.00, ck# 2661 for \$2,040.00, ck# 2667 for \$1,540.43, Ck# 2675 for \$2,105.54, ck# 2678 for \$34,108.50 and ck# 2685 for \$16,872.00) from 12/16/2011 thru 03/15/2012. All ayes, motion carried.

10. Chief's Report

- a. FD Staff/Personnel Activities – Chief Edwards updated the Board on the planning of the Mass Casualty Incident (MCI) hosted by LCFR and the City of Delafield Police Department and held on Saturday, April 21st at St. Johns in Delafield. He cautioned that minimal information can be released as the incident is not to be disclosed to those participating. Chief Edwards stated he will have more information available at the next meeting, including details for those wanting to observe the drill.
- b. LCFR Call Activity/Station 2 Staffing reports – Chief Edwards reviewed the call stats and the station staffing with the Board. He pointed out that February and early March were heavy training months with mandatory Paramedic Refresher, Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) and CPR. With the heavy training there were some days that required LCFR to staff primarily from Station #1. Chief Edwards also believes the mild winter has played a large part in the reduced calls as compared to last year.
- c. Training/Conference Updates – as stated above, this has been a big training month.
- d. Equipment Status – A picture was shown to all in attendance of the old ambulance box being placed on the new ambulance chassis. Progress update was given to the Board. We have a loaner ambulance in the garage if needed until our ambulance returns.
- e. New business - Chief Edwards explained to the Board that LCFR has been approved as a Training Center due to the work of Captain Bowen. He has been instrumental in the award of this status and has worked hard to make this a reality. Chief Edwards would like to recognize his work and will invite him to the next Board Meeting as a presenter. Bowen has also organized a visit from the Pink Heals Tour, to occur on Monday, August 27th. A committee has been formed and has been meeting to organize the fundraising and activities since late January. Chief Edwards passed around information to Board Members and answered questions. There was a lot of support from the Board and interest in participating in some capacity. Stotts asked that we put a Resolution on the next agenda to approve and support LCFR's involvement in the project.

11. Adjournment

Motion to adjourn by Krickhahn at 7:34pm was second by Bellin. All ayes, motion carried.