



Lake Country Fire & Rescue – **Fire Board** Meeting  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield  
Thursday, April 12, 2012 – 6 p.m.  
MINUTES

1. Meeting call to order

Meeting was called to order at 6 pm by President Stotts with the pledge of Allegiance.

2. Roll call

In attendance were President Rod Stotts, Gerry MacDougall, Susan Wilkey, Jeff Krickhahn, Robert Bellin, Chief Edwards and Secretary/Treasurer Sandy Rosch. Absent was Theresa Urbanchek.

3. Public Comments

No public comments.

4. Communication

Two letters were sent to LCFR and shared with Board members. Aurora Medical Center's Chief of Staff wrote to express his gratitude for the work LCFR Staff performed in a recent trauma, praising the work and training of our medical team. Michelle DeYoe, Alderperson of the City of Delafield also wrote to thank us for a recent call that happened in her neighbor hood. DeYoe praised the staff responding for their professionalism.

5. President's Report

Nothing additional to share at this time.

6. Approval of Minutes

Motion to approve minutes of March 15, 2012 was made by Bellin and second by Krickhahn. Wilkey and MacDougall abstained due to their absence at the last meeting. Ayes from Bellin, Stotts and Krickhahn, motion carried.

7. Training Center Update by Captain Brad Bowen with special presentation

Slide show presented regarding the educational needs of LCFR staff and the role the newly approved Training Center will have in the educational needs of LCFR and area communities and their respective staff. Captain Bowen discussed current and potential future partnerships he is pursuing to enhance the Training Center. Bowen explained the work involved in obtaining certification and how the center will be run from a staffing perspective. The training center is one of six in the state.

A letter of Recognition was presented to Bowen by Chief Edwards from the LCFR Fire Board members, thanking Bowen for his work and dedication to the pursuit and ultimate approval of the Training Center.

8. Discussion and action regarding Resolution #2012-1 in support of LCFR's work with Pink Heals Lake Country

Motion was made by Krickhahn to approve Resolution 2012-1 Supporting the LCFR Staff in their participation in Pink Heals Lake Country's planning and execution of events with the purpose of raising awareness and providing monetary support to those who cannot afford expenses incurred in the battle of cancer through fundraising and community events" second by MacDougall. All ayes, motion carried.

9. Treasurer's Report

a. Ambulance billing and collection update: Annual audit has not been completed by Frechette yet but will have something by the next meeting. Reports shared regarding collections from Andres with last year's comparison attached. Difference between reports explained. To date average collections per call for 2011 is \$690.95 with expectations to keep improving.

b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 03/31/2012  
Review of financial reports shows LCFR tracking at 28.5% of budget (25% thru 2012). Rosch reminded Board members that there was a third payroll in March as well as the front loading of several expenses (insurances, heavy training in first quarter and the cost of annual renewals for maintenance contracts). Comparison of checkbook balances from 2011 and 2012 was

presented (omitting all capital budgeted monies) and at this time the 2012 checkbook balance is higher by \$46,309. Board members have asked that Rosch prepare a three year comparison of month end totals each month for the Board to review. MacDougall offered to assist in developing an excel spreadsheet to use. Rosch also to look into moving all remaining M&I funds to a new account at Town Bank for use with pay pal if needed.

- c. Board approval of check journals/disbursements over \$1,500 from 03/16/2012 thru 04/12/2012. Motion made by Wilkey to approve check journal of disbursements > \$1,500 second by MacDougall. All ayes, motion carried.

#### 10. Chief's Report

- a. FD Staff/Personnel Activities: Nothing to report at this time.
- b. LCFR Call Activity report: Call activity report reviewed by Chief Edwards and call volume is down 130 from this time last year. The Chief attributes this to mild weather we have seen over this last winter as well as no longer providing intercept services to Pewaukee.
- c. Station 2 Staffing Report: Station #2 staffing reports were reviewed with only 3 days LCFR was unable to staff Station #2. Also noted, there were 22 calls that occurred in the month of March from the Station #2 area.
- d. Training/Conference Updates: Chief attended a senior officials conference/meeting in Madison with speakers from FEMA regarding emergency preparedness, flooding, bridge collapses and tornados. The Chief will be attending the WI League of Municipalities conference later in April. Planning for the upcoming Mass Casualty Incident training at St. John's is going well. Chief Edwards extended an invitation to all Board members to attend. More information will be sent to them closer to the training date of Saturday, April 21, 2012.
- e. Equipment Status: New ambulance (old ambulance box remounted to new chasis) is scheduled to be here next week.
- f. New business: Okauchee FD has purchased a new 25 ft boat for water rescue's. The LAMA Chief's organization has donated approximately \$2,000 to be used toward the memorial that is planned at Station #2 in memory of Chief Hagemann.

#### 11. Confirmation of upcoming meetings:

Confirmation of upcoming meetings scheduled are as follows:

May Board meeting is scheduled for Thursday, May 10, 2012 at 6pm, Station #1.

June Board meeting is scheduled for Thursday, June 14, 2012 at 6pm, Station #1.

#### 12. Adjournment

Motion at 8:04 pm to adjourn was made by Krickhahn, second by Wilkey. All ayes, motion carried.