



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, November 10, 2011 – 6 p.m.
MINUTES

1. Meeting call to order
Meeting was called to order by Stotts at 6:00pm.
2. Roll call
Present were President Stotts, Vice President Wilkey, Krickhahn, MacDougall, Bellin, Urbanchek, Deputy Chief Fennig and Secretary/Treasurer Rosch. Absent was Chief Edwards.
3. Public Comments
None.
4. Communication
There was a donation of Chicken by Tyson. The chicken was shared with local food pantry. Also, LCFR received a thank you from a recent visitor who thanked staff for a recent tour.
5. Discussion and possible action regarding request from Village of Nashotah to approve a proposed lease for fire station # 2
Motion made by Wilkey to approve the lease agreement between the Village of Nashotah and LCFR for the use of Station #2. Second by Urbanchek, all ayes and motion carried. MacDougall asked that a copy of the lease agreement be forwarded to the other municipalities.
6. Sub-Committee Update following meeting with Villages of Summit and Oconomowoc Lake
Stotts states communication continues with both the Village of Oconomowoc Lake and the Village of Summit, but at this time it appears that the Village of Dousman and the Village of Summit have reached an agreement for service. The Village of Oconomowoc has requested LCFR provide EMS services for their community.
7. Discussion and possible action concerning revised Resolution 2011-2 to amend the Intermunicipal Agreement allowing LCFR Board to contract services
Minor language adjustment made to the resolution for consistency with language in the Intermunicipal Agreement. Motion was made by Krickhahn and second by Wilkey, to adopt Resolution 2011-2 as written. All ayes, motion carried.
8. Discussion and possible action regarding the contracting of EMS services
Attorney's de la Mora and Polinske have completed an agreement requested by LCFR to provide EMS services to the Village of Oconomowoc Lake. Contract reviewed by the Board and motion was made by Bellin, second by MacDougall to approve the contract as written by our attorneys to enter into a contract for EMS services with the Village of Oconomowoc Lake. All ayes, motion carried.
9. Discussion and possible action regarding the current purchasing policy
LCFR purchasing policy was reviewed by the Board. Brief discussion related to bidding of services and financial limits. No concerns from Board members, no action taken.
10. Discussion and possible action regarding bid from Med-tech for remounting of Ford ambulance with Chevrolet chassis
Combined bids to remount ambulance onto new chassis through the use of two separate vendors will result in a \$10,000 savings. Motion was made by Krickhahn and second by Urbanchek to approve Chief Edwards move forward to remount ambulance. All ayes, motion carried.

11. Monthly Topic: Water Rescue, Insurance

Rosch stated that insurances were reviewed with the budget process and nothing was new except the Workman's Compensation Insurance "MOD" factor. Stott's explained the "MOD" factor has improved giving us a larger discount in our rates. Currently we are at a 0.93 and we will be moved to a 0.83 saving us an additional \$5000.

Carl Lange was introduced as the new LCFR Water Rescue team leader and discussed what is happening with the Water Rescue team. Lange explained he is trying to get all members to the same level of training. LCFR will host training with Dive Rescue International from Colorado in June. This will enable all members of the team to have the same minimal level of certification. Lange talked about practice exercises as well and the status of LCFR equipment and the establishment of a maintenance schedule to save money and extend the life of some of the equipment. Team members will be issued gear that will be their responsibility to maintain and care for. Lange expects there to be room for up to two additional members in the future.

12. Treasurer's Report

- a. Ambulance billing and collection update (ADPI and Andres): ADPI is in the process of preparing our account files for transfer back to LCFR or collections. Sarah Wroblewski from Andres Medical Billing will meet with Stotts, Edwards and Rosch next week with an update of our accounts/collection status update. This month our collections were down and most can be attributed to Blue Cross Payments that were sent directly to patients. In an effort to address this, they have hired a staff member that has the sole responsibility of working only Blue Cross accounts. This person has just started within the last 2-3 weeks so the effects cannot be evaluated yet. Krickhahn had suggested utilizing other options to address this issue. He has a form that is used in his business that he would like us to evaluate. He will email a copy to Rosch.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 10/31/2011
The balance sheets were reviewed and continue to track slightly below budget. When last year's checkbook balance is compared to this year, we are approximately \$106,000 ahead. From a cash standpoint we may make it through this year without taking a draw on the equity line.
- c. Motion by Krickhahn to approve the check journals/disbursements over \$1,500 (Ck# 2331 for \$2205.00, Ck#2333 for \$2315.92, Ck# 2336 for \$1615.79, Ck# 2338 for \$2035.88, Ck#2363 for \$16,656.00, Ck#2374 for \$204,899.00, Ck# 2377 for \$1834.15, Ck#2381 for \$ 1576.72, Check# 2411 for \$3467.51, Ck# 2413 for \$4566.61, Ck# 2433 for \$ 2369.62, Ck# 2434 for \$2088.03, Ck#2448 for \$3000.00, Ck# 501 for \$1538.78) from 09/08/2011 thru 11/10/2011. Motion was second by Urbanchek, all ayes, motion carried.

13. Chief's Report

- a. FD Staff/Personnel Activities-All Captains and full-time Paramedics/Firefighters (6 staff members) are enrolled in a Critical Care Paramedic Course as a test group for a new program pilot. DC Fennig had stated that this course will be required for department staff to be able to continue critical care transports. The course finishes in December.
- b. Training Updates-Chief Edwards is in Florida attending a conference that focuses on issues related to combination departments.
- c. LCFR Call Activity report-Call activity report presented to Board members. It was noted there was a major incident that required three EMS transports and a structure fire in Nashotah.
- d. Equipment Status – Pumper out of Station #2 was leaking water and has been repaired. Ambulance (4552) has significant paint corrosion that will be addressed.
- e. New business – Merton has reportedly been exploring all options for Paramedic services. Chief Edwards has met with the Chief. No changes have been made to date. There was discussion of call volume and staff presence.

14. Confirmation of upcoming meetings:

December Board meeting is scheduled for Thursday, December 15, 2011 at 6 pm, Station #1

January Board meeting is scheduled for Thursday, January 12, 2011 at 6 pm, Station #1

15. Motion to adjourn made by Krickhahn, second by Wilkey at 7:39pm. All ayes, motion carried.