



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, December 15, 2011 – 6 p.m.
MINUTES

1. Meeting call to order
Meeting was called to order at 6:05pm by President Stotts.
2. Roll call
Present were President Stotts, Vice-President Wilkey, Krickhahn, Bellin, Chief Edwards and Secretary/Treasurer Rosch. Absent were MacDougall and Urbanek.
3. Public Comments
No public comments.
4. Communication
Open records request
5. Approval of Minutes
Motion was made by Krickhan, second by Wilkey, to approve minutes as written from 9/1, 9/7, 9/8, 9/14 and 11/10/2011. All ayes, motion carried.
6. Discussion and possible action regarding request from Village of Nashotah to approve a proposed equipment lease agreement
Motion was made by Bellin, second by Wilkey, to approve the equipment lease agreement as written between LCFR and the Village of Chenequa, Village of Nashotah and the City of Delafield and authorize Stotts to sign. All ayes, motion carried.
7. Sub-Committee Update following meeting with Villages of Summit and Oconomowoc Lake
Chief Edwards confirmed the Village of Summit has decided to work with the Village of Dousman to provide their FIRE and EMS services. The Village of Oconomowoc Lake has decided to work with Okauchee Fire Department for their FIRE service and LCFR for their EMS services.
8. Discussion and possible action concerning Agreement between Village of Oconomowoc Lake and LCFR to provide EMS services
Motion was made by Wilkey, second by Krickhahn, to approve the agreement as written between LCFR and the Village of Oconomowoc Lake to provide all EMS services and authorized Stotts to sign the agreement. All ayes, motion passed.
9. Discussion and action regarding rates, fees, schedules, intercepts and interfacility transfers for 2012
Fees and rates for services were reviewed. There were discussions to review all schedules prior to the 2013 budget and make recommendations. Motion was made by Krickhahn, second by Bellin, to approve Resolution 2013 as written with the July wage adjustment pending financial review in June 2012 by the LCFR Fire Board with confirmation of budgeted revenues. All ayes, motion carried.
10. Discussion and possible action regarding LCFR 2012 Insurance Policies
R & R Insurance representative Bill King visited LCFR to review policies for 2012 with Stotts, Edwards and Rosch. It was noted that LCFR has reduced their mod factor further resulting in further savings. This savings has helped to offset the increases in other department policies. Only planned changes would include the planned termination of the Provident policy effective 12/31/2011 and no change in the deductibles based on the Board's recommendation.

11. Treasurer's Report

- a. Ambulance billing and collection update (ADPI and Andres)-Contact with the representative from ADPI has been challenging but LCFR has been informed ADPI has made 11/30/2011 their cutoff date for account processing. Andres Medical Billing continues to identify Blue Cross/Blue Shield patient payments as a contributing factor in their collection efforts. New monthly spreadsheet is being prepared and made available for the Board to review actual collection data.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 11/30/2011- Continue to be below expected expenses with one remaining payroll and 16 days remaining in the year. The Board was reminded that several expenses have not been paid as yet. Rosch informed the Board that there will be a special assessment from the WI Division of Unemployment to assist the state with repayment of an outstanding federal loan. The assessment is expected to continue for the next 2-3 years. The anticipated cost to LCFR is estimated to be \$650-1,300 per year. ETF is declaring an ICI Holiday for the year 2012. Employees and employers will not have to make contributions for the Income Continuation insurance for eligible employees.
- c. Board approval of check journals/disbursements over \$1,500 from 11/11 thru 12/15/2011.- Motion was made by Wilkey, second by Krickhahn, to approve the check journal/disbursements greater than \$1500 (Ck#2453 for \$1538.78, ck# 2467 for \$8113.00, Ck# 2468 for \$3637.98, Ck# 2469 for \$1870.00, Ck# 2492 for \$1683.69, Ck# 2499 for \$1912.47 and Ck# 2516 for \$1684.17). All ayes, motion carried.

12. Chief's Report

- a. FD Staff/Personnel Activities-Family was adopted from the Christmas Clearing Council for Christmas. The family of five children was provided gifts from a number of LCFR staff. The parents came to the department yesterday to meet the staff and personally thank them for their help. They were very grateful. Next year we hope to continue this and if possible adopt an additional family.
- b. Training/Conference Updates-Training center is still in the works with a meeting scheduled for January 6, 2012. Chief Edwards attended a Conference that focused on the Volunteer/Combination Fire Departments in November. When asked what his biggest "take-away" in learning was, he replied the use of new "lightweight construction" materials are their impact on fires and staff safety considerations. Other department training activities have been reduced with the holidays. The three captains and 3 full-time staff are wrapping up their studies for the Critical Care Transport certification course they are participating in. Final testing/training will take place the week after Christmas. Preliminary feedback has been positive from the presenting educators.
- c. LCFR Call Activity report – Included in the packet is call statistics and Station #2 activity records. Chief Edwards spoke of a recent incident that required the use of the Hazmat/Technical Rescue team from Waukesha.
- d. Equipment Status – New server is planned for 2012
- e. New business-In January there is training scheduled for the new patient tracking system LCFR is testing. Discussion on the use of non-Paramedics in a Paramedic department and Ft/PT staffing.

13. Confirmation of upcoming meetings:

Next Board meeting is scheduled for Thursday, February 9, 2012 at 6 pm, Station #1
March meeting is scheduled for Thursday, March 8, 2012 at 6pm, Station #1.

14. Adjournment

Motion to adjourn was made by Bellin at 7:43pm, second by Wilkey. All ayes, motion carried.