



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, April 11, 2013 – 6 p.m.
MINUTES

1. Meeting
Called to order at 6pm by President Stotts with the Pledge of Allegiance.
2. Roll Call
Present were Stotts, Krickhahn, MacDougall, Bellin, Wilkey, Urbanchek, DC Fennig and Rosch. Chief Edwards was absent.
3. Public Comments
There were no public comments.
4. Communication
Correspondence shared from Don Theine for the LCFR’s participation in battling a fire at his business residence. An article from the Waukesha Freeman was included regarding Pewaukee Fire Department’s consideration of billing for non-transport calls.
5. President’s Report
Stotts congratulated the three Board members that were recently re-elected to their current offices in their communities. Stotts commented on recent articles he has read that refer to payer mix among the medical community and correlating it to the shift we have seen in our own billing/collections.
6. Approval of Minutes
Motion was made by Krickhahn to approve the minutes from March 12, 2013 as written. The motion was second by Bellin, all ayes with exception of Wilkey who abstained. Motion was carried.
7. Update on Merger Discussions
Overview of recent Merger Committee meetings was given to the Board Members by Stotts and DC Fennig. The group continues to debate how to calculate municipality contributions, the cost of inspections and sharing the burden with the business owners and staffing among the two departments. Next meeting was scheduled on Thursday, April 18th, 2013 at 6pm.
8. Discussion and possible action regarding the staffing of Station #2 and Station #3
Stotts told the Board that he had a recent opportunity to speak with a recently retired LCFR employee and a current Officer. They expressed the growing difficulty in the staffing of station #2. Stotts asked DC Fennig if he could provide the Board with statistical data related to the call volume based on the time of day for the Station 2 response area. Mention was made of recruiting sign in the area of Station #2 efforts to recruit currently. Stotts did remind the Board also that additional funding in the budget to help increase the staffing will also be affected as is other areas of the budget by the new “paid on premise” expenses for overnight staff. Fennig will provide data to Stotts as requested.
9. Treasurer’s Report
 - a. Ambulance collections for the month of March were up considerably with the highest amount collected during any month since we have begun with Andres. Billing is up almost \$54,000 over this time last year and ahead by 43 billable calls comparing first quarters of 2012 and 2013. Audit is just about finished. Jim Frechette will be able to attend our June meeting as he has a conflict with the May schedule.
 - b. Board review of balance sheet, revenues and expenses, reconciliations find expenses are slightly ahead of the quarterly 25% at 26.3%. Of note, as usual every year, are the first of the year expenses that will always skew those numbers. Payroll and related expenses are expected to be higher than budgeted

due to the paid on premise expenses. Some of the capital expenses have been paid out and the new EMS vehicles checks/payments signed tonight (will be reflected in April's stats).

- c. Board approval of check journal/disbursements over \$1,500 from 3/7/2013 thru 04/07/2013. Motion made by Urbanchek to approve checkbook journal disbursements over \$1500 (Ck#3240 for \$2,028.69, Ck#3245 for \$1,953.33, Ck#3250 for \$2,192.05, Ck#3255 for \$23,036.00, Ck#3287 for \$1,955.00, Ck#3289 for \$3,138.38) and second by Wilkey. All ayes, motion carried.

10. Chief's Report-Chief Edwards was unable to attend tonight's meeting so DC Fennig presented Chief Edwards department report.

- a. FD Staff/Personnel Activities - DC Phipps and Steve Hansen have retired. New full-time FF/Paramedic Jeff Granke has begun in his new position.
- b. Call Activity – Monthly report reviewed with Board. Total calls are 27 ahead of 2012 at this time.
- c. Station 2 Staffing – Monthly report reviewed with Board. Fennig to provided data requested earlier regarding call distribution over the time of day. There were two daytime shifts that were not filled during the entire month of March, otherwise days and nights were staffed.
- d. Training/Conference Updates – DC Herzberg just attended a Incident Safety Training
- e. Equipment Status – Tahoe's have arrived and will be taken next week for installation of radios, lighting and graphics.
- f. New business – nothing to report

11. Confirmation of upcoming meetings

May Board meeting is scheduled for Thursday, May 9, 2013 at 6pm, Station #1. Next Merger meeting is scheduled for Thursday, April 18th at Station #1, 6pm in the training room.

12. Adjournment

Motion to adjourn made by Krickhahn at 8:22pm, second by Bellin. All ayes, motion carried.