



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, June 13, 2013 – 6 p.m.
MINUTES

1. Meeting call to order
Meeting was called to order by President Stotts at 6:04pm with the Pledge of Allegiance.
2. Roll call
Present was President Stotts, MacDougall, Urbanchek, Bellin, Chief Edwards and Secretary/Treasurer Rosch.
3. Public Comments
No public comments.
4. Communication
A letter from St. John's Northwestern Military Academy was received thanking LCFR for their sponsorship of the inaugural Bucher Law Group's Delafield Duathlon. LCFR also received a letter of thanks from the Prokop Family in Oconomowoc for our participation in the containment of their house fire.
5. President's Report
Stotts discussed the information shared at a recent meeting with Pat Mannix, President/Owner of Andres Medical Billing. He informed the group of the concerns that Andres has regarding the planned medical health care changes expected to go into effect in January of 2014. Mannix discussed concerns he had with expected lower reimbursements as well as budget burdens the employer will face with health care as it pertains to the employee benefits. Mannix provided us with summary reports pertaining to the collections and LCFR payor mix.
6. Approval of May 2013 Minutes
Motion was made by Urbanchek to approve the Minutes from May 9, 2013 as written and second by Bellin. All ayes, motion carried.
7. Update on Merger Discussion
Brief update provided by Edwards. The representatives working on a formula for establishing municipal responsibilities is looking at alternative options. Edwards stated the group seems to be committed to find an equitable option that will satisfy all parties so talks can move forward.
8. Treasurer's Report
 - a. Ambulance billing and collection update discussed previously with discussion of visit from Andres Medical Billing. Line of credit to be renewed as soon as our Audit is approved at July's meeting. Checkbook comparison shows available cash to be below 2012 by approximately \$59,000.
 - b. Board review of financial reports (balance sheet, revenues and expenses, and reconciliations) thru 05/31/2013. Payroll is trending ahead as anticipated with the unbudgeted POP pay that was begun in January. Expenses a little ahead as well but expected with the front loading of some of the yearly expenses as discussed at each meeting. EMS billing, collections and write offs were discussed. Edwards also stated that we are going into our busiest time of year with anticipation these numbers will be affected.
 - c. Board approval of check journals/disbursements over \$1,500 from 05/06/2012 thru 06/7/2013 (Ck# 3337 for \$2,392.26, Ck# 3338 for \$2,068.20, Ck# 3357 for \$1,568.47, Ck# 3374 for \$3,375.00, Ck# 3381 for \$1,810.46, and Ck# 3382 for \$19,655.00). Motion was made by

Bellin to approve check disbursements of \$1,500 and higher from 5/6/2013 thru 6/7/2013.
Second by Urbanchek. All ayes, motion carried.

9. Chief's Report

- a. FD Staff/Personnel Activities – Chief Edwards discussed two recent fires that LCFR participated in. One fire in a large Oconomowoc home and the other in Wales at Wren Valley.
- b. LCFR Call Activity report – 911 calls are the same as last year at this time, intercepts are down by 80 and Chief reminded the Board a decrease was not a surprise with Oconomowoc taking more of their calls. Interfacility transports are ahead by 73 over 2012 totals. Overall calls are ahead by 25 from this time last year.
- c. Station 2 Staffing Report – There were six shifts that were not covered at Station #2 in May (4 evening shifts and 2 daytime shifts). Contributing factors were station activity and staffing. Rod reminded the Board Members to communicate the Station #2 activity to their communities as the information we have discussed in the previous meetings showed the volume of calls that were handled from the Station 2 staff.
- d. Training/Conference Updates – Chief Edwards to attend the WI State Fire Chief's conference as DC Leidel along with Oconomowoc FF/Paramedic Adam May will be presenting at the conference. They will discuss details about the Oconomowoc Fire that occurred almost one year ago on July 1, 2012 that almost claimed the life of one of their firefighters. A letter was written to recommend DC Fennig for the National EFO program held in Baltimore.
- e. Equipment Status – New Tahoes have arrived and finishing touches (graphics/lights/radios) are just about completed. They will be in service by the next meeting so the Board can see them.
- f. New business – nothing at this time.

10. Confirmation of upcoming meetings:

July Board meeting is scheduled for Thursday, July 11, 2013 at 6pm, Station #1. Discussion on Annual meeting and budget workshops. Workshops planned to begin with the August Board meeting and all subsequent Thursdays until approved.

11. Adjournment

Motion to adjourn by Bellin was made at 7:18pm and second by MacDougall. All ayes, motion carried.