



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield, WI 53018
Thursday, June 23, 2016 at 6:00 PM

MINUTES

1. Meeting call to order with the Pledge of Allegiance
The meeting was called to order by President Bob Bellin at 6pm with the Pledge of Allegiance.
2. Roll Call
Present was President Bob Bellin, , Jeff Krickhahn, Martin Gallun, Rob Bennett, Fire Chief Kevin Keith and Secretary/Treasurer Sandy Rosch. Excused was Vice President Theresa Urbanek and Matt Grimmer.
3. Public Comments
None.
4. Approval of minutes from Tuesday, June 7, 2016
A motion made by Gallun and second by Bennett to approve the minutes from Tuesday, June 7th, 2016 as written was made. All ayes, motion was carried.
5. Distribution of the LCFR Emergency Management Plan
The LCFR Emergency Management Plan was distributed by email PDF to Board and Commission Members, Elected Officials. Keith explained the highest elected Official is in command and is the person of authority. A succession plan is adopted by the communities who adopt the plan. The job of the EOC Manager is primarily to work or go between the parties involved. Our plan was submitted to the County and is based on the County Plan. Each community will have to review and formally adopt the plan. Keith said it is a lot of information and once everyone has had an opportunity to review it we can make any necessary changes before adopting.
6. Board approval of credit card and check disbursements over \$1,500 from May 26, 2016 thru June 23, 2016
A motion was made by Gallun and second by Bennett to approve the check journal with disbursements over \$1,500 from May 26 thru June 23, 2016 (Check#4697 for \$2,216.54, Ck#4702 for \$2,455.00, Ck#4711 for \$18,682.00, Ck#4717 for \$2,649.90, ck#4720 for \$10,365.94 and ck#4725 for \$8060.59). All ayes, motion was carried.
7. Treasurer's Report
 - a. Ambulance billing and collection update - Andres billing and collection report was reviewed. Billing increased just over \$21, 000 in May with a \$4,000 increase in collections as well. As typically seen the activity will generally increase over the summer months.
 - b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 5/31/2016
LCFR continues to keep under budgeted expenses and track ahead in the ambulance billing. Paramedic intercepts continue to be on track. Training expenses are higher than budgeted but the revenue generated more than offsets that expense.
8. Chief's Report
 - a. LCFR Call Activity report reviewed by Chief Keith. 911 and fire calls in our communities continue to be ahead of last year.
 - b. Staffing Report – Julie is hired and almost finished teaching her EMT class. Zach will begin the first week of July as will the interns

- c. Training/Conference Updates – EMT classes going well
- d. Vehicle/Equipment Status – nothing to report

9. Confirmation of upcoming meetings:

- a. There will be no Board Meeting in July. Upcoming budget meeting workshop dates: Thursday August 11, 2016 at 6pm at Station #1. August Board meeting is scheduled Thursday, August 18, 2016 at 6pm at Station #1

10. Adjournment

A motion to adjourn was made by Krickhahn and second by Gallun at 6:38pm. All ayes, motion was carried.

Respectfully submitted by SROsch, Secretary/Treasurer