



Lake Country Fire & Rescue – **Fire Board**  
Chenequa – Delafield – Nashotah  
**Fire Station #1**  
115 Main Street, Delafield  
**Thursday, April 30, 2020 at 5PM**

*MINUTES-Remote ZOOM Meeting*

1. **Meeting call to order with the Pledge of Allegiance**

The meeting was called to order by Board President Robert Bellin with the Pledge of Allegiance at 5:00 Ppm.

2. **Roll Call**

Present was President Robert Bellin, Vice-President Rob Bennett, Theresa Urbancek, Matt Grimmer, Roger Yolo, Tom Touchette, Fire Chief Matthew Fennig and Secretary/Treasurer Sandy Rosch. Also present was Tanya Reynen through her presentation and update on the LCFR Training Center-see item #5.

3. **Public Comments**

There were several communications received from community and business leaders.

4. **Approval of minutes from the Fire Board Meeting on Thursday, March 31, 2020**

A motion was made by Grimmer and second by Bennett to approve the minutes as written. All ayes, no further discussion. Motion was carried.

5. **Discussion and possible action on Training Center Activity and Updates**

Division Chief Tanya Reynen updated the Board on the changes that were being made to accommodate students and staff for upcoming and on-going training done at LCFR's Training Center. Most learning will be presented in a hybrid fashion with online learning of appropriate curriculum and on-site labs and patient contacts in a controlled environment. Reynen has expended a great deal of work and investigation into the transitioning of the class offerings to be compliant with state, school/institutional and department guidelines and briefly outlined the programs that are currently scheduled throughout the remainder of 2020. Reynen shared conversations with the incoming summer students has been predominately positive and receptive to the hybrid method of teaching classes. Chief Fennig praised Reynen for her assistance in department COVID-19 administrative tasks as well as her redesign of the Training Center.

6. **Discussion and possible action on the HHS Stimulus sent to LCFR**

On April 10, 2020 LCFR has received a \$9,474.84 stimulus deposit from HHS and needs to determine if we are keeping the stimulus or declining it. There is a 30 window to make the decision and complete an attestation indicating our decision. Purpose of the stimulus was to provide financial relief to those patients who were diagnosed or treated for the likelihood of COVID-19. Under this plan the providers (LCFR) cannot balance bill the patient for balances not covered by their insurance plan. The program to apply to every patient directly diagnosed with COVID-19. It is noted that we will have to track expenses, lost revenue to account for the money given. A motion was made by Grimmer and second by Yolo to accept the stimulus and authorize LCFR to complete the attestation. Urbancek, Bennett and Bellin voted to decline and Grimmer, Yolo and Touchette voted to accept. There were some questions that the Board requested additional information on. Grimmer made a motion and was second by Yolo to reconsider the motion after additional information was gathered and presented at a follow-up meeting in one week to review any new information before making the decision. All ayes, no further discussion. Motion was carried.

7. **Board approval of credit card and check disbursements over \$1,500 from 1/30/2020 through 4/30/2020**  
A question was asked about purchases from Baycom. Chief Fennig explained what is purchased through that vendor and what we had purchased. A motion was made by Bennett and second by Urbanek to approve the credit card and check disbursements over \$1,500 from 1/30/2020 through 4/30/2020 (Ck#6397 for \$5,000, Ck#6398 for \$1,620.40, Ck# 6433 for \$3,474.10, Ck#6435 for \$1,547.02, Ck#6439 for \$1,874.31, Ck#6444 for \$2,873.00, Ck#6454 For \$4,785.00, Ck#6457 for \$2,718.31, Ck#6458 for \$2,080.79, Ck#6462 for \$1,910.00, Ck#6465 for \$18,253.00, Ck#6478 for \$2,202.02, Ck#6481 for \$36,036.50, Ck#6483 for \$5,153.53, Ck# 6484 for \$6,709.00, Ck#6491 for \$5,784.12, Ck#6492 for \$3,088.50, Ck#6493 for \$3,015.00, and Ck#6495 for \$4,007.50). All ayes, no further discussion. Motion was carried.

8. **Treasurer's Report**

- a. Ambulance billing and collection update-Review of Andres reporting. Despite reduction in calls seen at LCFR and surrounding communities financials were encouraging.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 03/31/2020  
Stats were reviewed with expenses slight ahead of budget. Fennig noted that we are trying to monitor COVID-19 expenses separately in hopes of some reimbursement from FEMA or from the stimulus money.

9. **Chief's Report**

- a. LCFR Call Activity report was included in the packet and reviewed. LCFR is up 59 over this time last year. Intercepts are down as anticipated.
- b. Staffing Report-Ardith Gribble has retired. She has been a part-time Paramedic for approximately 13 years.
- c. Training/Conference Updates-Training has been focused on COVID-19 related information and education of staff. We have developed an IAP between the neighboring communities for consistency when supporting other departments on calls. A lot of work has gone into its development and staff have been expected to keep up on all the changes being made. Target Solutions was purchased to assist us in disseminating the information and required learning.
- d. Vehicle/Equipment Status- Tahoe is here but is still requiring set-up work to get it up and running.
- e. Update on current/ongoing department projects-Inspections are on hold now all group training and projects are being held to address COVID-19 needs
- f. COVID-19 Updates-Decrease in PPE concerns as services are resuming. Our area has seen minimal affected individuals. Our staff has been healthy we continue to keep doing staff monitoring of temps and the questionnaire before reporting to work and after 12 hours if you are here 24 hours. We received our sanitizer and it is running in the building at Station #1 and Station #2.

10. **Meeting schedule:**

- a. **An additional May Board meeting** is scheduled for Thursday, May 7, 2020 at 5pm by Zoom to discuss the HHS Stimulus
- b. **Then we will meet for our May Board Meeting on** Thursday, May 28, 2020 at 5pm at Station #1 in Delafield.

11. **Adjournment**

A motion to adjourn was made by Grimmer and second by Bennett at 6:30p.m. All ayes, no further discussion. Motion was carried.