

# Western Lakes Fire Board

## Monthly Board Meeting

### March 28, 2022

#### Call to Order

- George Morris called the meeting to order at 4:00 p.m. Board members present were George Morris, Jeff Roemer, Kent Lorenz, Bill Riemenschneider, Mike Tompkins, and Charlie Shaw. Eric Jensen was excused.

#### Proof of Notice

- Chief Bowen announced that the notice was posted February 24<sup>th</sup> at 2:08 p.m. to the district web site, newspapers and at stations 1, 2, 3, 5 and 6.

#### Pledge of Allegiance

- George Morris led the group in the Pledge of Allegiance.

#### Public Comment

- George Morris opened the meeting to comments from the public, of which there was none.

#### Consent Agenda

- Items listed under the Consent Agenda are considered in one motion unless a Fire Board Member requests that an item be removed from the Consent Agenda
  - Minutes of February 28<sup>th</sup>, 2022 regular Fire Board Meeting
  - Payment of Bills - \$423,541.27
  - Ambulance and Highway refunds
- Mike Tompkins asked about an \$80.00 charge at Accurate Graphics.
- A motion was made by Jeff Roemer and seconded by Kent Lorenz to accept the Consent Agenda items including meeting minutes from February 28<sup>th</sup>, 2022 Fire Board meeting, and payment of bills in the amount of \$423,541.27. Motion carried.

#### Fire Chief's Report

- Chief Bowen reviewed the District's call volume for February and current trend for March. Call volume has remained stable for the first quarter of the year. The stabilization in call volume correlates with the decline in COVID numbers resulting in increased 911 calls for service and interfacility transports. With the decline in some of these calls for service the projected increase in call volume will be closer to two to four percent as the call volume in 2021 increased 16%.
- Chief Bowen informed the board that the third-party financial audit for 2021 is under way. The audit team was on sight the beginning of the month and is currently reviewing materials they requested electronically. The team will be back out sometime in April to finalize any remaining items. The audit is tentatively scheduled for completion the end of April.
- Results from the ISO evaluation have started to come in. There was a discrepancy raised by the District's Dispatch Center (WCC). Once final ISO ratings are available for the District a map will be created to show the various portions of the District ratings.
- Chief Bowen updated the board on work being done for sustainable staff with the task force and Mueller Communications. The community survey is being printed at this time and is intended to arrive in mailboxes the first week of April. The surveys are due by April 17<sup>th</sup> with results being compiled the end of April/beginning of May. The final report is to be presented on May 11<sup>th</sup>.

### **Assistant Chief and Bureau Chief Reports**

- The Fire Board reviewed the reports from each of the Assistant Chiefs and Bureau Chiefs for the previously month.
- Further discussion occurred regarding CPSE accreditation and that this is only for individuals seeking to do this on their own, and not the District requiring or pursuing this. Also discussed the new dispatch procedure that is underway regarding closest unit dispatching based on GPS location. Roemer requested the revised EMS operational plan and protocols be shared with the board once completed. Roemer expressed concerns with fire inspections being completed on time due to the delays of transitioning to ESO. Staff is currently completing inspections with paper forms to ensure inspections are completed on time. Discussed ongoing challenges with recruitment of personnel for intern program and part-time. DC Igl informed board of three ambulances from 2017 purchase going in for warranty paint work. The manufacturer is repainting the units due to defects under warranty. The WI dealer has the most paint warranty claims in the country, this is being driven due to ice detouring applications in the State.

### **Presentation – Fleet & Facilities Bureau, Deputy Chief Igl**

- DC Igl provided the board with a presentation on the maintenance of the District's Fleet and Facilities. The process of preventative maintenance, as well as repairs was reviewed.

### **Presentation – Training Bureau, Division Chief Konen**

- DC Konen provided the board with a presentation on the District's annual training plan. This included information on the training committee, scheduled trainings to meet training requirements and compliance.

### **Discussion/Action – Intern Repayment Agreement**

- Chief Bowen discussed with the board the revised intern repayment agreement for tuition while part of the intern program. Several changes were made at the end of 2021 due to requirements from the US Department of Labor. The program went through a significant revamp and with implementation of the revised agreement the areas for adjustment have been identified by Human Resources, the Personnel Bureau, and Chief.
- Due to the diverse makeup of intern candidates, the tuition received, and length of the internship varies greatly. The varying length of the program, cost, and availability of courses has proven to make setting the end date for the entire program and balance costs difficult. The previous materials required repayment of the current semester, and staff is requesting to amend materials to reflect this as it will allow for agreements to be fairly and consistently executed by staff. Recruitment is also at an all time low for these positions. This is a sign of the current competitive market for candidates, and decline in candidates as a whole in the industry.
- A motion to approve the revised Intern Repayment Agreement was made by Jeff Roemer, seconded by Michael Tompkins. Motion Carried.

### **Discussion – Capital Improvement Plan and Schedule**

- Chief Bowen discussed with the board the proposed five-year Capital Improvement Plan. During the initial years of the WLFM consolidation the CIP was developed to eliminate significant peaks and valleys in the CIP. Between 2021 and 2022 there have been significant inflationary increases, which cause the projected CIP to substantially increase from what was presented a year prior. The current projected inflationary increase for apparatus for 2023 is between 15% and 20%. This is on top of increases that occurred the last six months of 2021. As a result the CIP development is a challenge as many vendors are not able to provide firm budget numbers.

- In addition to the rising costs for products, there are substantial delays in receiving apparatus and equipment. If a replacement ambulance was ordered today the new unit would not arrive for 18 to 24 months. This is more than double the delivery time that was seen a year ago.

#### **Discussion – Sustainable Staffing**

- Chief Bowen provided the board with an update on the community survey that will be released to provide community feedback on the sustainable staffing and funding project currently being evaluated.

#### **Future Agenda Items and Meetings**

- April Fire Board meeting will be held at Fire Station #1 on Monday, April 25, 2022 at 4pm
- Joint Municipal Board meeting will be held on Wednesday, March 9, 2022 at 6pm at the Oconomowoc Area School District East Campus.

#### **Adjournment**

- A motion to adjourn at 4:45p.m. was made by Jeff Roemer, seconded by Kent Lorenz. Motion Carried.