

North Shore Fire Department Board of Directors Meeting Minutes: May 14, 2019

Meeting Location: River Hills Village Hall, 7650 N. Pheasant Lane, River Hills, WI

1. CALL TO ORDER

The meeting was to order at 7:30 a.m.

Present: Sam Dickman, representing Bayside
Wanda Montgomery, representing Brown Deer
Douglas Frazer, representing Fox Point
Bryan Kennedy, representing Glendale
Peter Kingwill, representing River Hills
Rebecca Ewald, representing Shorewood
Julie Siegel, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Andrew Harris, Assistant Chief
KateLynn Harrigan, Finance Director
Kerry Wenzel, Administrative Coordinator
Andy Pederson, Bayside Village Manager
Michael Hall, Brown Deer Village Manager
Rachel Safstrom, Glendale City Administrator
Liane Scharnott, Bayside Communications Center
Nick Padway, Fire Commission

2. PERSONS DESIRING TO BE HEARD

None.

3. CONSIDERATION OF MINUTES

It was moved by Mr. Kennedy and seconded by Ms. Siegel to approve the April 9, 2019 Board of Directors Minutes. Motion carried unanimously.

4. FIRE CHIEF'S REPORT ON DEPARTMENT ACTIVITIES RELATING TO DEPARTMENT CALLS, STAFFING, APPOINTMENT/PROMOTION NEEDS, TRAINING, FIRE PREVENTION ACTIVITIES AND UPCOMING EVENTS

Chief Whitaker stated the Joint Fire Training Academy has passed the halfway mark. Since the hiring, we have had retirements and a resignation, so we are no longer at full staff. Mr. Kennedy stated the hiring for this academy looked more diverse, however, was wondering if any female applicants were considered. Mr. Padway stated very few applied. The Department did have two applicants on the hiring list, however, they received multiple job offers and did not chose North Shore. As a prelude to an agenda item coming up in the meeting, there is a change to the Intern Firefighter Job Description that can assist students through their training process in hopes of generating a diverse pool of candidates.

Mr. Kingwill noted EMS calls for service are up. Chief Whitaker stated those calls are increasing, not necessarily lift calls, but general EMS related call types. He stated he plans a follow up later this year regarding lift assist call data.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

The Commission is asking for a change to the Intern Firefighter job description.

6. MONTHLY FINANCIAL REPORTS – KATELYNN HARRIGAN

Ms. Harrigan stated the Department continues to monitor expenses related to the training programs including OT costs and work comp injuries. She added Baker Tilly will be at the June meeting to present the audit.

7. BAYSIDE COMMUNICATIONS CENTER ANNUAL REPORT – LIANE SCHARNOTT

Ms. Scharnott presented the Annual Report for BCC.

8. FIRE STATION 83 REMODEL AND PROJECT UPDATE

Chief Whitaker stated staff continues to meet with the architect firm weekly and is making progress. The Shorewood Village Board will be introduced to the concept at their May 20th meeting.

9. LABOR CONTRACT NEGOTIATIONS WITH FIREFIGHTER'S LOCAL 1440

The Local has asked to start negotiations. Chief Whitaker will keep the team updated on the schedule and subsequent meetings.

10. DISCUSSION AND APPROVAL OF CHANGES TO INTERN FIREFIGHTER JOB DESCRIPTION

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to adopt the changes to the Intern Firefighter Job Description as presented. Motion carried unanimously.

11. COMMITTEE ASSIGNMENTS

Mr. Dickman presented the Committee Assignments for the Finance, Personnel, Services and Facilities Committees.

12. CONSIDERATION OF RESOLUTION 19-06: A RESOLUTION AUTHORIZING THE REPAYMENT OF \$665,000 GENERAL OBLIGATION FIRE DEPARTMENT PROJECT BONDS

Ms. Harrigan stated this resolution confirms the amount that Whitefish Bay will bond for the Department. Passing such resolution confirms the municipalities will pay this amount. The first-round resolution was an estimate of the repayment amounts; however, this is the exact amount for repayment.

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to adopt Resolution 19-06, a resolution authorizing the repayment of \$665,000 general obligation fire department project bonds. Motion carried unanimously.

13. ANNOUNCEMENTS

Ms. Montgomery invited everyone to Brown Deer's Eat and Greet on June 2nd.

14. DATE AND LOCATION FOR NEXT MEETING

The next meeting will be held on June 11, 2019 at Whitefish Bay Village Hall.

15. ADJOURNMENT

It was moved by Ms. Montgomery and seconded by Mr. Kennedy to adjourn. Motion carried unanimously at 8:19 a.m.

Douglas Frazer
Secretary/Treasurer
NSFD Board of Directors