

North Shore Fire Department Board of Directors Meeting Minutes: May 9, 2023

Meeting held via Zoom Video Conferencing.

1. CALL TO ORDER

The meeting was called to order at 8:00 a.m.

Present: Eido Walny, representing Bayside, excused 9:05 a.m.
Wanda Montgomery, representing Brown Deer, excused 8:30 a.m.
Christine Symchych, representing Fox Point, excused 9:08 a.m.
Bryan Kennedy, representing Glendale
Tammy LaBorde, representing River Hills
Ann McKaig, representing Shorewood
Kevin Buckley, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Toby Carlson, Assistant Chief
Dan Tyk, Assistant Chief
KateLynn Harrigan, Finance Director
Andy Pederson, Bayside Village Manager
Tyler Burkhart, Brown Deer Village Manager
Nick Padway, Fire Commission
Wendy Unger, Baker Tilly
Rich Foscatto, Bayside Communications Center
Mandy Majors, Bayside Communications Center

2. PERSONS DESIRING TO BE HEARD

3. CONSIDERATION OF MINUTES

It was moved by Mayor Kennedy and seconded by President Walny to approve the April 25, 2023 Board of Directors minutes as presented. Motion carried.

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 reviewed the written report in the packet noting the calls for service for quarter 1. The Department responded to over 2,800 calls this quarter, resulting in a slight increase over 2022. He reviewed the unit hour utilization (UHU) for all apparatus. Staff continues to monitor high numbers for Engine 81 and Truck 82. He explained adding an ambulance to the fleet will limit the workload for these responses as many of the calls are EMS related.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

Chair Padway stated the Commission met and reviewed the backgrounds for several candidates who will be sworn into service on Monday. Additionally, there were three promotions including two Lieutenants and one Heavy Equipment Operator.

6. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN

Finance Director Harrigan stated the financials were in the packet for the period ending April 30. She stated the Department is now running at full staff. The members hired will be placed on shift later next month so the Department will continue see some overtime expenses due to those vacancies.

She noted the budget timeline is in the packet and added the 2024 preliminary budget is set for review in August. The final budget is historically approved in September due to the Intergovernmental Agreement requiring a budget approval by October 1.

7. 2022 ANNUAL AUDIT REPORT – WENDY UNGER, PARTNER, BAKER TILLY

Ms. Unger gave a thorough review of the Executive Summary of the 2022 Audit of Financial Statements that was presented in the packet.

8. UPDATE ON DESIGNATION OF 911 PSAP FOR MILWAUKEE COUNTY – ANDY PDEERSON, VILLAGE OF BAYSIDE

Village Manager Pederson gave an update regarding the Milwaukee County PSAP designation, noting there are three interested parties in Milwaukee County: Bayside Communications Center, City of Milwaukee and Milwaukee County. He explained why BCC is working towards the designation including collaboration, consolidation, technology, and infrastructure. He stated the PSAP Committee meets weekly, and the goal is to have a recommendation by mid/end May. Discussion followed.

Village Manager Burkhart asked if the majority will be comfortable with one PSAP and has the Committee discussed working with legislators to amend legislation to state that if the population is over a certain size, there could be more than one PSAP in the county. Village Manager Pederson stated, yes, there has been discussion regarding zones. Mayor Kennedy asked if there is a possibility of a quasi-consolidation. Village Manager Pederson stated the Committee is looking at that, adding Bayside could virtualize the software at BCC, but if dispatch centers would want to operate their center, at least the technology could be standardized in one location. President Walny stated the thing to remember is 11 votes are needed to get this passed. President McKaig stated she would like to see more collaboration and asked if the group would want a special meeting to discuss further. Mayor Kennedy stated he would like to see the final report. Village Manager Pederson stated the Committee will try to have recommendations by May 18th-25th and could provide an update at the Manager's meeting.

9. DISCUSSION ON LEGISLATION AFFECTING FIRE AND EMS – CHIEF WHITAKER

Chief Whitaker stated he continues to monitor this legislation.

10. SCHEDULE FOR NEXT MEETING TO BE HELD VIRTUALLY VIA ZOOM

The next meeting is set for June 13 at 8:00 a.m. via Zoom.

11. ANNOUNCEMENTS

None.

12. ADJOURNMENT

It was moved by Mayor Kennedy and seconded by President Buckley to adjourn. Motion carried at 9:09 a.m.

Submitted by:
Kerry Wenzel for
Eido Walny
Secretary/Treasurer
NSFD Board of Directors