

## North Shore Fire Department Board of Directors Meeting Minutes: July 13, 2021

Meeting held via Zoom Conferencing.

### 1. CALL TO ORDER

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

Present: Eido Walny, representing Bayside  
Wanda Montgomery, representing Brown Deer  
Douglas Frazer, representing Fox Point  
Bryan Kennedy, representing Glendale  
Peter Kingwill, representing River Hills  
Ann McKaig, representing Shorewood, joined 8:03 a.m.  
Kevin Buckley, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief  
Andrew Harris, Assistant Chief  
Daniel Tyk, Battalion Chief, joined 8:24 a.m.  
KateLynn Harrigan, Finance Director  
Kerry Wenzel, Administrative Coordinator  
Andy Pederson, Bayside Village Manager  
Rachel Safstrom, Glendale City Administrator  
Rebecca Ewald, Shorewood Village Manager, joined 8:11 a.m.  
Paul Boening, Whitefish Bay Village Manager  
Nick Padway, Fire Commission Chair

### 2. PERSONS DESIRING TO BE HEARD

### 3. CONSIDERATION OF MINUTES

*It was moved by Mayor Kennedy and seconded by President Montgomery to approve the May 11, 2021 Board of Directors Minutes as presented. 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 reported that the Fire Commission approved the promotional processes for EMS Lieutenant and Fire Lieutenant.

Staff has not heard of the status of the Department's submission for funding through the Appropriations Committee, however, we do not believe we were included in the first round.

Chief Whitaker reviewed the six-month performance indicators that were included in the packet.

### 5. NSFD COMMISSION CHAIRPERSON'S REPORT

Chairman Padway stated the Commission met in June to approve the promotional processes for EMS Lieutenant and Fire Lieutenant. He added that Staff continues to work on combining both positions into one which will better serve the Department.

**6. MONTHLY FINANCIAL REPORT AND QUARTERLY PROJECTIONS – KATELYNN HARRIGAN**

Finance Director Harrigan presented the monthly financial report and the six-month quarterly projections. She stated ambulance collection fees are performing well and near where they should be in the budget. The Department is operating with several open positions with a potential for up to four additional retirements by the end of the year. Finance Director Harrigan stated the Department is projecting a surplus at year end.

Staff is currently working on budget and capital planning. The 2022 preliminary budget will be presented in August.

**7. DISCUSSION ON RESUMING IN-PERSON MEETINGS**

Board members provided feedback for how their municipality is hosting meetings. After discussion, it was agreed to continue to host meetings via Zoom with a call for in-person attendance if the agenda calls for that type of meeting. The Board President will work with Chief Whitaker on when an in-person meeting may be appropriate.

**8. SCHEDULE FOR NEXT MEETING**

The Board of Directors will schedule their next meeting for August 10, 2021 and will be presented with the 2022 preliminary budget. It is anticipated to be a Zoom meeting.

President Frazer added that the Board can anticipate discussion regarding the status of Station 82 at a future meeting. He indicated the facility is at the end of its useful life.

**9. ADJOURN INTO CLOSED SESSION**

*It was moved by President Frazer and seconded by President Kennedy adjourn into closed session under the provisions of Section 19.85(1)(e), Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive bargaining reasons require a closed session (Personnel Committee update regarding contract negotiations with Local 1440). Motion carried unanimously by roll call vote at 8:32 a.m.*

**10. RECONVENE IN OPEN SESSION PURSUANT TO SECTION 19.85(2) FOR POSSIBLE ACTION ON CLOSED SESSION MATTERS UNDER ITEM 9**

*It was moved by President Frazer and seconded by Mayor Kennedy to reconvene into open session pursuant to Section 19.85(2) for possible action on closed session matters under Item 9. Motion carried unanimously 8:42 a.m.*

The Board took no action under item 9.

**11. ANNOUNCEMENTS**

President McKaig reminded the group that Station 83 is hosting a tile presentation ceremony on July 15 at 1:00 p.m. All are invited to attend.

**12. DATE AND LOCATION FOR NEXT MEETING**

The Board is set to meet on August 10, 2021 at 8:00 a.m.

**13. ADJOURNMENT**

*It was moved by President Frazer and seconded by Mayor Kennedy to adjourn. Motion carried unanimously at 8:45 a.m.*

Submitted by:  
Kerry Wenzel for  
Ann McKaig  
Secretary/Treasurer  
NSFD Board of Directors