

FINANCE COMMITTEE MEETING

HELD AT BAYSIDE VILLAGE HALL
9075 N. REGENT RD., BAYSIDE, WISCONSIN

October 13, 2009

1. CALL TO ORDER

Mr. Johnson called the meeting to order at 7:30 a.m.

Present: Andy Pederson, representing Bayside
 Russ Van Gompel, representing Brown Deer
 Mike West, representing Fox Point
 Jerry Tepper, representing Glendale
 Bob Brunner, representing River Hills
 Guy Johnson, representing Shorewood
 Jim Grassman, representing Whitefish Bay

Also Present: David Berousek, Fire Chief
 Robert Whitaker, Deputy Chief
 Andrew Harris, Deputy Chief
 Lynn Burton, Business Manager
 Kerry Wenzel, Administrative Assistant
 Nick Padway, Fire Commission
 Sam Dickman, representing Bayside
 Katie Pritchard, representing Whitefish Bay
 Dick Maslowski, Glendale City Administrator
 Tom Tollaksen, River Hills Village Manager
 Chris Swartz, Shorewood Village Manager
 Mary Buckley, CNI
 Beverly Bell, Fox Point Trustee

2. CONSIDERATION OF MINUTES

It was moved by Mr. Tepper and seconded by Mr. Brunner to approve the September 8, 2009 Finance Committee Minutes. Motion carried unanimously.

3. MONTHLY FINANCIAL REPORT

Ms. Burton reported the Department is 75% through the fiscal year. Revenue is at 76.18% and expenditures are at 75.94%.

Ms. Burton noted the analysis of EMS receivables is ongoing. It is anticipated \$85,000 of TRIPP receivables will be written off as uncollectable. She noted the auditors are in agreement of this process. Mr. Tepper asked why only three invoices are sent in a six month period. Chief

Berousek stated it has been a policy of the Board and only recently has discussion to change it taken place. Mr. Tepper recommended sending monthly invoices.

4. QUARTERLY FINANCIAL PROJECTIONS

A summary for end of year projections was discussed. Ms. Burton projected a small deficit for year end. Mr. Brunner questioned the discrepancies in contracted services. Ms. Burton explained that the Milliman report has yet to be paid. Additionally, the collection fee of 6% is set and if the Department has more receipts, the Department will collect more.

5. EMS REVENUE DISCUSSION

Chief Whitaker briefed the Committee on his memorandum regarding the collections for recovery of unpaid fees.

It was moved by Mr. Brunner and seconded by Mr. Tepper to make a recommendation to the Board for policy changes regarding the first two items outlined in the memorandum.

Mr. Grassman asked for clarification on the phrase, "sent to collections." Chief Whitaker stated it meant the billing agency has determined that in certain cases sending the fees to a collection agency will be more effective in recovering those bills.

Motion carried unanimously.

6. RECOMMENDATION OF 2009 FIRE PREVENTION AND SAFETY GRANT APPLICATION

Chief Whitaker indicated this grant will be used to supplement funding from the Foundation to cover the costs of public education materials. The match to the Department is \$2,300.

It was moved by Mr. Tepper and seconded by Mr. Pederson to recommend to the Board approval of the grant application. Motion carried unanimously.

7. BARGAINING WITH LOCAL 1440

It was moved by Mr. West and seconded by Mr. Tepper to 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, investing of public funds, or conducting other specified public business related to Bargaining with Local 1440 for bargaining reasons that require a closed session. Motion carried unanimously by roll call vote at 7:48 a.m.

It was moved by Mr. Van Gompel, and seconded by Mr. West to reconvene into open session under the provisions of sec. 19.85(2), Wis. Stats. to take possible action on this item and to complete the agenda. Motion carried unanimously at 8:09 a.m.

8. 2010 OPERATING EXPENDITURE BUDGET RECOMMENDATION

It was moved by Mr. Van Gompel and seconded Mr. West to table the recommendation for the 2010 operating expenditure budget until the November meeting. Motion carried unanimously.

9. ADJOURNMENT

It was moved by Mr. Van Gompel and seconded by Mr. West to adjourn. Motion carried unanimously at 8:10 a.m.

Jerome A. Tepper
Secretary/Treasurer
NSFD Board of Directors