

BOARD OF DIRECTORS MEETING
HELD AT BAYSIDE VILLAGE HALL
9075 N. REGENT ROAD, BAYSIDE, WISCONSIN

March 11, 2009

1. CALL TO ORDER

Mr. West called the meeting to order at 8:36 a.m.

Present: Sam Dickman, representing Bayside,
Carl Krueger, representing Brown Deer
Mike West, representing Fox Point
Dick Maslowski, representing Glendale
Bob Brunner, representing River Hills
Guy Johnson, representing Shorewood
Jim Grassman, representing Whitefish Bay

Also Present: Robert Whitaker, Deputy Chief
Andrew Harris, Deputy Chief
Richard Boehlke, Battalion Chief
Lynn Burton, Business Manager
Donna Flint, Administrative Assistant
Lt. Sikora, Local 1440
Scott Grahn, Lieutenant
John Mayer, HEO
Mark Bojar, Firefighter
Nick Padway, Fire Commission
John Raffensperger, Fire Commission
Mary Buckley, CNI Newspaper
Tom Tollaksen, River Hills Village Manager
Andy Pederson, Bayside Village Manager
Chris Swartz, Shorewood Village Manager

2. PERSONS DESIRING TO BE HEARD

3. CONSIDERATION OF MINUTES

It was moved by Mr. Dickman and seconded by Mr. Krueger to approve the February 10, 2009 Board Minutes. The 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 Harris gave an overview of the Chief's Report pointing out that in the first two months of 2009, the department has responded to four structure fires that were upgraded from their initial alarm level, three requiring tanker operations. At the same time last year, we had only one structure fire that was upgraded from initial alarm level, and in all of 2008 there were only two structure fires that required tanker operations. Chief Harris announced that Chaplain Lee Downs is retiring effective immediately and expressed gratitude for his time and efforts.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

Mr. Raffensperger reported that the Commission is meeting in the coming week to review the performance of probationary employees and also review the timeline for the Lieutenant and EMS/Paramedic Squad Leader promotion list.

6. COMMITTEE REPORTS

A. Finance Committee

7. DISCUSSION AND POSSIBLE ACTION OR RECOMMENDATION FROM FINANCE COMMITTEE REGARDING THE CASH RESERVE RESOLUTION NO. 95-24 AMEND 09-01 AND THE CAPITAL RESERVE RESOLUTION 09-02.

Per Mr. West, since Ms. Pritchard and Mr. Tepper aren't present and since this is such an important consideration, it is suggested to lay over action until the next meeting. He also indicated that this item was scheduled to come to the Board for consideration at the April meeting, and laying over would maintain the schedule.

It was moved by Mr. Krueger and seconded by Mr. Brunner to table Item No. 7 until the April meeting. The motion carries 4 – 3.

8. CHIEF'S REPORT ON STATUS OF BONDING FROM SEVEN MUNICIPALITIES

Per Chief Whitaker and according to Chief Berousek's memo, he has heard from Fox Point and Shorewood. Mr. West asked the communities to follow up on that, and noted that it may become a moot point.

9. REPORT ON DEPARTMENT'S IDENTITY THEFT PREVENTION PROGRAM WITH POSSIBLE ACTION

Chief Whitaker explained that the Federal Trade Commission has adopted laws regarding identity theft which apply to government agencies that create accounts, as we do with our fee for service programs, which is administered by our third-party billing contractor. Action required of the Board is to appoint a Red Flag Rules Compliance Officer. The drafted policy would place the Deputy Chief of Administration in the position of Red Flag Rules Compliance Officer. In order to be in compliance, we need to put the policy in effect by May 1, 2009.

It was moved by Mr. Brunner and seconded by Mr. Krueger to appoint the Deputy Chief of Administration as the Compliance Officer. The motion carried unanimously.

10. ANY SUCH OTHER MATTERS AS MAY BE ALLOWED BY LAW

Chief Whitaker called attention to his memo regarding the “Assistance to Firefighters Grant Program” and explained that we would not be receiving funds for our 2008 Grant Application, however, a new proposal for 2009 is being developed and the 20% match required by the Department is still available. Mr. Grassman offered that all proposals for capital spending including grants should be included as part of the capital program and be reviewed by the Finance Committee. The matter was referred to the Finance Committee for consideration at the April meeting.

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

After discussion, it was agreed to set the next board meeting for Tuesday, April 14, 2009 at the Brown Deer Village Hall.

13. ADJOURNMENT

It was moved by Mr. Krueger and seconded by Mr. Dickman to adjourn. The motion carried unanimously at 8:50 a.m.

Guy Johnson
Secretary/Treasurer
NSFD Board of Directors