

North Shore Fire Department Board of Directors Meeting Minutes: May 11, 2021

Meeting held via Zoom Conferencing

1. CALL TO ORDER

The meeting was called to order at 8:00 a.m. The Board welcomed Ann McKaig, Shorewood Village President.

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
Paul Boening, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Andrew Harris, Assistant Chief
John Maydak, 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
Tammy LaBorde, River Hills Village Manager
Rebecca Ewald, Shorewood Village Manager
Peter Ziegelbauer, Local 1440
Greg Sikora, Local 1440
Wendi Unger, CPA, Baker Tilly

2. ELECTION OF OFFICERS

President Frazer presented a slate of officers including President as Douglas Frazer, Vice President as Wanda Montgomery and Ann McKaig as Secretary/Treasurer.

It was moved by Mayor Kennedy and seconded by President Montgomery to approve the slate of officers as presented. Motion carried unanimously.

3. BOARD OF DIRECTORS COMMITTEE ASSIGNMENTS

President Frazer presented the NSF Board of Directors 2021 Committee Assignments.

It was moved by President Walny and seconded by Mayor Kennedy to approve the Committee Assignments as presented in the packet. Motion carried unanimously.

4. PERSONS DESIRING TO BE HEARD

5. CONSIDERATION OF MINUTES

It was moved by Mayor Kennedy and seconded by President Walny to approve the March 9, 2021 Board of Directors Minutes as presented. Motion carried unanimously.

6. NSFD COMMISSION CHAIRPERSON'S REPORT

The Commission met in late March and again in April. President Montgomery asked if there is any movement on diversity recruitment. Commissioner Padway stated there are commissioners who have assumed various tasks to reach out into the community and touch base with groups that may be able to assist the Department in diverse recruitment.

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

Chief Whitaker presented his written report. The Department took delivery of a water tender last month. This replaces the last vehicle that came from the Department's consolidation.

Chief Whitaker stated there are challenges on diversity recruitment. The Milwaukee Fire Department has a program that offers a salary to candidates while they also receive paid training. Due to the added benefits for candidates, MFD is able to recruit a diverse pool for this cadet program.

The Department continues to pursue expenditure restraint relief. Chief Whitaker has met with Representative Andraca and Representative Loudenberg who are responsive to our efforts.

There are also discussions to increase Medicaid rates for ambulance services. If passed, historical data suggests Department revenue could increase by approximately \$700,000 annually.

Local 1440 has requested to start the process to negotiate a successor agreement to their contract that expires at the end of the year.

8. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN

Finance Director Harrigan presented the monthly financial report for the month ending April 30, 2021. The Department is 33% through the fiscal year; revenue is at 32.64% and expenditures are at 30.41%.

Overtime expenses were high in April due to the onboarding of five recruits who will be placed on shift later this month. COVID expenses for overtime continue to be tracked. Finance Director Harrigan will submit those expenses for reimbursement, if applicable.

9. PRESENTATION OF 2020 AUDIT – WENDI UNGER, CPA, BAKER TILLY

Ms. Unger presented the 2020 audit. The auditor's report contained a clean, unmodified opinion. She added that since the Department expended over \$750,000 of federal funds, an audit is required. This included funding through CARES Act and FEMA grant funds. Finance Director Harrigan is working on the compliance audit and the report will be issued upon completion.

Ms. Unger confirmed President Frazer's question that the \$5.2 million notes payable is related to the bonds that were taken out by the Department.

10. CONSIDER REQUEST TO US SENATE APPROPRIATIONS COMMITTEE

The House and Senate reestablished appropriations funding to be allocated by selection by Committee. Staff put together a project to supplement funding for the Station 82 remodel. Cost estimates for this project are at approximately \$7.3 million. The application would fund the balance of \$3.1 million.

It was the consensus of the Board to authorize President Frazer to sign and forward the funding request.

11. ADJOURN INTO CLOSED SESSION

It was moved by Mayor Kennedy and seconded by President Walny adjourn into closed session under the provisions of Section 19.85(1)(g), Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved; (Notice of Claim from Marion Spence). Motion carried unanimously by roll call vote at 8:53 a.m.

12. RECONVENE IN OPEN SESSION PURSUANT TO SECTION 19.85(2) FOR POSSIBLE ACTION ON CLOSED SESSION MATTERS UNDER ITEM 11

It was moved by President Frazer and seconded by President Walny reconvene into open session pursuant to Section 19.85(2) for possible action on closed session matters under Item 11. Motion carried unanimously 8:59 a.m.

It was moved by President Frazer seconded by President Walny to authorize Chief Whitaker to deny the claim. Motion carried unanimously.

13. ANNOUNCEMENTS

President Frazer welcomed Ann McKaig to the Board of Directors.

14. DATE AND LOCATION FOR NEXT MEETING

The Board is set to meet on June 8, 2021 at 8:00 a.m. The Board will discuss whether in-person meetings shall resume at a future meeting.

15. ADJOURNMENT

It was moved by President. Walny and seconded by Mayor Kennedy to adjourn. Motion carried unanimously at 9:02 a.m.

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