

## North Shore Fire Department Board of Directors Meeting Minutes: September 15, 2020

### Meeting held via Zoom Conferencing

#### 1. CALL TO ORDER

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

Present: Andy Pederson, representing Bayside  
Wanda Montgomery, representing Brown Deer  
Douglas Frazer, representing Fox Point  
Bryan Kennedy, representing Glendale  
Peter Kingwill, representing River Hills  
Rebecca Ewald, representing Shorewood  
Julie Siegel, 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  
Nick Padway, Fire Commission Chair  
Michael Hall, Brown Deer Village Manager  
Paul Boening, Whitefish Bay Village Manager

#### 2. PERSONS DESIRING TO BE HEARD

#### 3. CONSIDERATION OF MINUTES

*It was moved by Mr. Frazer, and seconded by Mr. Kingwill to approve the August 11, 2020 Board of Directors Minutes as presented. Motion carried unanimously (Mr. Kennedy abstain).*

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

Staff continues to meet with the architect for the Station 82 project. The ICC voted on the shared service agreement. It was a large amount of work and Chief Whitaker thanked members for their support. Six fire recruits started last week. Staff have worked through a comprehensive week plan with COVID precautions. Ms. Montgomery is wondering if the Department is aware of any 2020 retirements. Chief Whitaker stated the Department is anticipating between 2-4 by the end of the year. Mr. Frazer asked if there is a source that the Department has success in recruiting. Mr. Padway stated we see success from the technical colleges both through interns and relationships Staff has with local colleges. Chief whiatker stated a challenge is that the City of Milwaukee has a training program for those out of high school where they can be paid and receive the training. After completion, candidates are guaranteed a spot in a recruit class.

**5. NSFD COMMISSION CHAIRPERSON'S REPORT**

The Fire Commission met in August to approve the six firefighters. The recruits have started their academy. One Fire Lieutenant and Heavy Equipment Operator was removed from probation. The Commission is looking to approve an ADA rule to make sure the Commission has rules in place for when accommodations are requested.

Ms. Montgomery asked if the Department can look into Milwaukee's Promise to target fire and police professions. Staff will research that program.

Phil Santacroce resigned from the Commission. We thank him for his dedicated service.

**6. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN**

The Department is 66% through the fiscal year. Revenues and expenditures are trending closely; revenue is at 66.73% and expenditures are at 66.81. Staff is going through the transition with the new billing agency, Andres Billing. The Department has over \$100,000 in grant submissions that are outstanding.

Throughout September and October the department will see an increase in salary expenses related to the extra expenses associated with the Joint Fire Training Academy.

**7. CONSIDERATION OF RESOLUTION 20-02: IN THE MATTER OF RECOMMENDING THE GOVERNING BODIES OF THE MEMBER MUNICIPALITIES OF THE NORTH SHORE FIRE DEPARTMENT PASS A RESOLUTION ALLOWING AN OPTION FOR THE MEMBER MUNICIPALITIES OF THE NORTH SHORE FIRE DEPARTMENT AN EXCEPTION TO THE LEVY LIMITS FOR CHARGES FOR THE NORTH SHORE FIRE DEPARTMENT PURSUANT TO 2005 WISCONSIN ACT 484**

This resolution allows municipalities the option to use the exemption for North Shore Fire Department charges. State law requires the resolution to pass unanimously at the NSFD Board and at the municipal level, as well.

*Kennedy, Frazer move adoption 20-02. Motion carried unanimously.*

**8. CONSIDERATION OF RESOLUTION 20-03: A RESOLUTION RECOMMENDING THE 2021 NSFD FEES FOR SERVICE SCHEDULE**

This is an annual review of the fee structure. EMS fees are recommended to be adjusted by 3.5%, which is the Medical Care Commodities and Medical Care Service CPI. Mr. Kennedy asked if there are negotiated charges with some insurance companies. Ms. Harrigan stated when Medicare is billed, they will only pay a certain amount and the Department does anticipate writing off those fees.

Montgomery, Kennedy, move adoption 20-03

**9. CONSIDERATION OF RESOLUTION 20-04: IN THE MATTER OF APPROVING THE AGREEMENT FOR MUTUAL ASSISTANCE**

This is the agreement for Mutual Assistance that the ICC is recommending for adoption. Mr. Frazer asked what had changed. Chief Whitaker stated there was one attorney that did not agree with some of the liability language

Frazer, Kennedy, move adoption of 20-04

**10. ANNOUNCEMENTS**

Chief Whitkaer stated OEM is working through some changes and have been in contact with their representatives.

Ms. Montgomery

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

The next meeting will be held on October 13, 2020 via Zoom.

**12. ADJOURNMENT**

*It was moved by Ms. Montgomery and seconded by Mr. Kennedy to adjourn. Motion carried unanimously at 8:34 a.m.*

Kerry Wenzel for  
Wanda Montgomery  
Secretary/Treasurer  
NSFD Board of Directors