

DeForest Windsor Fire & EMS District Board Meeting
January 11, 2023 @ 4:00pm
Amended 1/10/2023 @ 10:10am. Closed session has been added
DeForest Windsor Fire and EMS Department 110 S. Stevenson St.
Court Room

PLEASE TAKE NOTICE that there will be a meeting of the DeForest Windsor Fire & EMS District Board commencing at the time and place noted above. The following is the agenda for this meeting, which sets forth the subject matters to be discussed and considered. If the agenda so indicates, the aforesaid governmental body may convene in closed session for the purpose(s) indicated. Upon conclusion of the closed session, if any, the governmental body will reconvene into open session to take action, if any, on matters discussed in closed session and for the purpose of concluding the agenda.

Minutes

- 1) **Call Meeting to Order and Roll Call-** The meeting was called to order at 4:00pm by President Wipperfurth. All board members were present.

Present were: Bob Wipperfurth- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Ed Wall- Village of Windsor, Colleen Little- Village of DeForest, Chief LaFeber, Office Manager Mooney

- 2) **Recitation of the Pledge of Allegiance-** Led by Little
- 3) **Announcements-** Section 19.85(1)(e) consider convening in closed session for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (billing/banking/computer security issues).
- 4) **Appearances Before the Board-** N/A
- 5) **Approve Minutes:**
a) **December 7, 2022-** Motion to approve by Wall, seconded by Little. Motion carried 4-0.
- 6) **Finance:**
a) **Review and Approve Invoices Paid 12/1/2022-12/31/2022-** Motion to approve by Cahill Wolfgram, seconded by Little. Motion carried 4-0.

b) **Review and Approve Fund/Account Balances-** Motion to approve by Little. Seconded by wall. Motion carried 4-0.

c) **Capital Fund/Equipment Purchasing-** N/A
- 7) **Chief LaFeber's Monthly Report/Action Items:**

- a) **Call Update-** For the year, the department finished at 1,851 calls for service. This is an increase of 188 calls from the previous year. EMS calls for the year were 1,513 vs 1,337 the previous year. Fire calls for the year were 338 vs 305 the previous year. Response times were 2.46 vs 2.25. Slow down was from the EMS with a slow down of 17 seconds. 385 calls were overlapped which comes to 20.8% of overlapping calls. Village of DeForest had 1,108 calls for service, Village of Windsor had 502 calls for service, Town of Vienna had 103 calls for service, Town of Leeds had 34 calls for service, and Town of Hampden had 6 calls for service. The remaining calls were all mutual aid calls.
- b) **2022 Budget Update- Year End-** Overall, (pre audit) the budget came in as being under budget. Area of concerns for the yearly budget were in uniform allowance, workers compensation, repairs on the fleet, fuel costs, full time staffing with overtime. Excelled very well in all other areas of the budget. Revenue for the year exceeded the budget and came in \$60,000 over budget.

8) Old Business:

- a) **Station Remodel Update-** The new addition is being studded out, rubber coating is going on the roof soon, paint and tile work is being started, ceiling grid is going up, all items that were placed in the back parking lot are now gone, items for the remodel are starting to be purchased that were approved by the board. Forecasted budget amount is coming in as being under budget.
- b) **2nd Station Update-** Wipperfurth gave an update to the board that Tina from the Village Of Windsor sent a MOU over to Bill Chang at the Village of DeForest. Wipperfurth would like the 2nd station committee to start gathering and come up with a list of needs for the 2nd station.
- c) **Township Contracts-** As of tonight, both contracts are signed and are officially put in place.
- d) **Ambulance Grant-** A builder has been chosen and it will be a company that is local to the area.
- e) **New Hire/Recruitment Video-** Recruitment video was sent out to the board members to be review. All commented that it looks nice and turned out well.

9) New Business:

10) Convene into Closed Session- Motion to convene into closed session by Cahill Wolfgram, seconded by Wall. Motion carried 4-0. Roll call was taken and closed session convened at 4:22pm.

a) With Reference to Announcements

11) Reconvene into Open Session- Motion to reconvene into open session by Wall, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting reconvened at 4:51pm.

b) Action Items Resulting from Closed Session- If Any

12) Future Agenda Items- N/A

13) Schedule for Upcoming Meeting(s)- February 1, 2023, March 1, 2023, April 5, 2023. All meetings will be held at 4:00pm.

14) Adjournment- Motion to adjourn by Little, seconded by Wall. Motion carried 4-0 and the meeting adjourned at 4:52pm.

Respectfully submitted,
Lindsey Mooney