

BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 7/15/2020

Meeting was called to order at 6:36 pm by President Mark O'Brien. Members present were John Marx, Kim Gruebling, and Jim Lunde. Member Brit Springer was present via online video conference. Also present were Mason Barber and Dan Dean. Sarah Andrisevic was present via online video conference.

Motion: Gruebling/Marx to approve minutes of 2/19/2020 meeting as written. Motion carried.

No Public Comments

The board tabled discussion on the fire chief salary and position until after the discussion of the Fire and EMS merger.

John Marx spoke about the merger of the Fire and EMS departments. The merger would be more of a restructuring merger and not a merger of the departments. There would be a Fire Chief to oversee both departments. An assistant Fire Chief and an assistant EMS Chief would report to the Fire Chief. There are currently 13 officer positions between the two departments, with the restructuring, that would reduce to 9. The departments would be funded the same way and no changes would need to be made to the district agreement regarding the departments. To move forward with a Fire Chief overseeing both departments, there would need to be changes made to the district agreement, specifically pages 6, 7, and 8. John will draft those changes to the agreement to present to the board at the next meeting.

Motion: Marx/Gruebling to recommend merger of Fire and EMS manager only, effective January 1 2021. The Fire and EMS departments will maintain separate operations, but will be overseen by the Fire Chief. Springer abstained. Motion carried.

John Marx presented a salary and benefits package for the proposed Fire Chief. A base salary of \$55,000 and with fringe benefits (health/retirement) totaling \$82,500. The salary would be allocated between the departments: 60% EMS and 40% Fire (based on the type of call average for the past several years). Additionally, the base salary would increase to \$65,000 if the Fire Chief became a certified EMT within a year. The Fire Chief would be at the station 32 hours a week, with the additional 8 hours reserved for meetings/trainings. With a full time Chief, the number of hours for the part-time employees would be reduced. Based on the reallocation of money from part-time employees and reducing the number of officer positions, it is estimated the additional budget impact would be \$12,200 for Fire and \$11,600 for EMS.

The District would join the Wisconsin Retirement System to offer retirement benefits. The District would have to pass a resolution to join the system, As discussed in previous meetings, upon joining the WI Retirement System, the District would also have to offer benefits to any of the part-time employees that work more than 1,200 hour per year. If one of the part-time employees was part of the retirement system in a previous job, the hours worked per year for eligibility is reduced to 600. The hours of the part-time employees would need to be monitored closely to not go over the threshold.

Motion: Marx/Gruebling to recommend Fire Chief salary of \$55,000 plus benefits with an increase to \$65,000 plus benefits if licensed as an EMT within a year beginning January 1 2021, depending on the decision of the Fire and EMS Manager decision. Springer abstained. Motion carried.

Chief Barber reported the department had 15 calls during May and 11 calls during June. The department sold its old airpicks to the Round Lake Fire department for \$350. Justin Wicik

spoke about the status of the new fire truck. He showed a rendering of the truck to those in attendance. A copy of the drawing is at the fire station.

EMS Director Dean reported the department had a total of 118 calls through the end of June. And the ambulance was out of service for 125 hours during that time. The department recently went through license renewals.

John Marx provided out a report that shows a summary of the type of calls the department responds to in and out of the District for the 2nd quarter of 2020.

The District Secretary handed out June financials, and provided excel copies of each month through June.

Next meeting will be August 19, 2020.

Motion: Lunde/Greubling to adjourn at 8:04 pm. Motion carried.