

JOINT FIRE COMMISSION MEETING MINUTES
Wednesday, February 20, 2013 – 6:00 PM
Egg Harbor Fire Station No. 1 - 4596 Harbor School Road, Egg Harbor WI

1. Call meeting to order.

Chair Edwards called the meeting to order at 6:02 p.m. Those in attendance were: Dick Sandretti, Clarence Scherer, Ulla Walser, Rick Malkemus, Bill Edwards, Clayton Haen, Chief Schopf, Paula Cashin, Andy Staats, and Michelle Anderson.

2. Adopt agenda.

Motion to adopt the agenda as presented made by Scherer, second by Walser, motion carried.

3. Open session – Ten minutes.

The upcoming change in Village Board members will not affect the fire district.

Chief Schopf provided a break-out of where calls were located.

4. Review and approve minutes of January 17, 2013 meeting.

Motion made by Scherer to approve the minutes from January 17, 2013 as amended, second by Haen, motion carried.

5. Fire Chief / First Responder report.

- 2 Fire calls in January.
- 8 First responder calls in January
- DNR grant equipment ordered. Chief Schopf is looking at purchasing stabilization struts.
- Fire and first responder meetings were both held in January. The Christmas party took place at Galileo's which provided great food. The fire fighters had their annual fit test for SCBA.
- Officer's held their meeting in January. Chief Schopf attended the district sub-committee meetings.

6. Update on Northern Door Fire District proposal.

Apparatus sub-committee meetings are complete for now. A budget is built for the district that is very extensive. ISO rating company has never seen where a new district had hurt anyone if anything it stays the same or gets a better rating.

7. Review method of evaluating Fire Chief Performance.

Sandretti and Walser suggested performance review criteria. Edwards will email a digital copy of the SOP to Sandretti for revisions and will bring it back to the commission.

8. Discuss possible changeover to Web based FIREHOUSE Software®.

Chief Schopf did some research on Firehouse web based software. Currently there is one computer and it has all the records and one license for Firehouse. Back up is on an external hard drive in a fire proof box. Firehouse has 2 other systems. One is server based, and the other is cloud. We are currently

paying \$625 a year for our software. One license for new cloud is \$5,678. Mrs. Anderson and Chief Schopf will do more research.

9. Approval of bills for month.

Motion made by Haen to approve of bills for the month, second by Scherer, motion carried.

10. Set time, location and agenda items for March meeting.

April 11, 2013 in Carlsville at 6 p.m.

11. Adjourn

Motion made by Scherer to adjourn at 7:23, second by Walser, motion carried.

Respectfully Reported by, Michelle Anderson, Deputy Administrator, Deputy Clerk, Deputy Treasurer