

# JOINT FIRE COMMISSION MEETING MINUTES

February 18, 2021 – 6:00 PM

Join Zoom Meeting by computer

<https://villageofeggharbor.zoom.us/j/97186571399>

Join meeting by phone

Dial: 312 626 6799

Meeting ID: 971 8657 1399

Deborah Wiegand, President  
Cambria Mueller, Secretary  
Ulla Walser, Commissioner

Clarence Scherer, Vice President  
Rick Malkemus, Commissioner  
Bill Edwards, Commissioner

1. Call meeting to order.

Wiegand called the meeting to order at 6:00 p.m. Those in attendance were Deborah Wiegand, Rick Malkemus, Cambria Mueller, Clarence Scherer, Bill Edwards, Ulla Walser, Chief Andy Staats, Lynn Ohnesorge, John Heller and Steve Schopf.

2. Adopt agenda.

Malkemus moved to adopt the agenda, second by Walser, motion carried with corrections.

- Edwards stated there was an error in the agenda. Item 7 should be SOP instead of SOG.

3. Review and approve minutes from January 21, 2020 meeting.

Edwards moved to approve the minutes from January 21, 2021, second by Malkemus, motion carried.

4. Open session – Ten minutes.

- Cambria Mueller was welcomed to the Commission as a member.
- Mueller filled the vacant seat for the Village left by William Miller's departure.
- Scherer stated he would like to see the Chief reports submitted to the Clerk by the Friday before the Joint Fire Commission meeting, so the packets can be sent out for the Commission to review in plenty of time.
- Wiegand stated that Friday was the deadline for the packet information when the meetings were on Wednesday, now that the meetings are back on Thursday the deadline can be Monday. The Commission members agreed.
- Mueller noticed the news and notices on the Egg Harbor Fire Department website stated that the Egg Harbor Fire Department was part of the rumor mill and now there is the notice that Chief Staats put out about the Fire Fighters Association. Mueller does not like the statement, rumor mill since it does not represent the constituents the Fire Department is serving. Mueller thinks the posting of the Fire Fighters Association was not professional and it was a little early to post that on the Fire Departments website. Mueller does not think the Fire Departments website should be used as a platform for airing grievances.

5. Fire Chief Report/ EMR Crew Chief Report

- See packet.
- Mueller asked Chief Staats if everyone in the department has received the Covid vaccine.

- Chief Staats stated that he has put out multiple notices of the availability of the Covid vaccine and it is an optional vaccine.
- Mueller asked how many turn out gear is Chief Staats needing to purchase.
- Chief Staats stated initially 30. The Turn Out Gear Committee is also looking at making a couple a smaller purchases spread out over time. This is under review by the Turn Out Gear Committee.
- Mueller asked Chief Staats who is putting together the recruitment brochure.
- Chief Staats stated that the Assistant Chief is working with one of the Lieutenants and another member of the department that works in marketing and advertising.
- EMR Crew Chief Ashley Staats stated that all the department members that wanted a Covid vaccine have received a vaccine.
- Malkemus asked EMR Crew Chief Ashley Staats how they can maintain the HIPAA laws in entering calls into the Firehouse software and report them to the state.
- EMR Crew Chief Ashley Staats stated they are entering the call as an EMS assist. This does not require any personal information be entered.
- Mueller asked EMR Crew Chief Ashley Staats how many people completed the EMR's completed the CPR refresher class.
- EMR Crew Chief Ashley Staats stated around 12-16 and four of the members are strictly Fire Department members.
- Scherer asked EMR Crew Chief Ashley Staats if she was able to get a group together to look at SOP's 1201 and 1208.
- EMR Crew Chief Ashley Staats stated she has not looked at doing this yet but will do so before the next SOG and SOP meeting.

#### 6. Review of bills for the month.

- Edwards stated the total of the bills should be \$1,524.42.
- Chief Staats agreed to this correction.
- Malkemus asked Chief Staats how many members received a respiratory exam.
- Chief Staats stated around 16. Everyone that was scheduled received a respiratory exam. They also had one extra person show up for the exam.

#### 7. Review and approve SOG's 1202 and 1207

- Wiegand stated the correction to SOP 1202 is the last line of the page.
- Wiegand stated the last line of SOP 1202 used to state, "if the investigation confirms the harassment has occurred, the Egg Harbor Fire Department and Egg Harbor Fire Commission will take appropriate disciplinary actions, up to and including discharge."
- Wiegand stated the new sentence states "disciplinary action in accordance with SOP 1210"
- Mueller asked for future meetings to show the document with the deleted words struck out in red and new words added in red, we can see in one document what the changes are.
- Chief Staats agreed that was a good idea and he will do this in the future.
- Edwards asked that we also update the changed date at the bottom of the SOP.

Malkemus moved to approve SOP 1202, second by Walser, motion carried.

- Wiegand stated for SOP 1207 the words Fire Commission member was replaced with Department Officer.

Walser moved to approve SOP 1207, second by Scherer, motion carried.

- The Commission discussed if this change was wise.
- Chief Staats explained that SOP 1207 has to do with reporting medical injuries or sick leave, and he would need to be notified of their limitation. If Chief Staats is not available for them to notify, having the SOP state Department Officer allows the member to report to any officer.

8. Correspondence

9. Set date, time and agenda for next meeting. Meeting via Zoom.  
The next meeting is March 18, 2021 by Zoom at 6:00 p.m.

10. Adjourn

Edward moved to adjourn, second by Malkemus, motion carried.

*Respectfully submitted by,  
Lynn Ohnesorge  
Village of Egg Harbor  
Clerk-Treasurer*