

# **JOINT FIRE COMMISSION MEETING MINUTES**

**March 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, Cambria Mueller, Ulla Walser, Clarence Scherer, Rick Malkemus, Bill Edwards, Chief Andy Staats, EMR Crew Chief Ashley Staats, Lynn Ohnesorge and Steve Schopf.

2. Adopt agenda.

Walser moved to adopt the agenda, second by Edwards, motion carried.

3. Review and approve minutes from February 18, 2020 meeting.

Walser moved to approve the minutes from February 18, 2021 with corrections, second by Malkemus, motion carried.

4. Open session – Ten minutes.

- Mueller asked to make sure the Joint Fire Commission agenda is posted on a website.
- Mueller would like the information she requested by E-mail put on the agenda for the next meeting.
- Mueller asked for data on where we have fire fighters and first responders.
- Malkemus stated that the LOSA data may give the information that Mueller is looking for.
- Mueller stated that we should have a policy for the information on the fire departments website to make sure it is accurate and professional.
- Chief Staats stated they do have procedures in place for press releases and public information. The SOG/SOP Committee is going through all of the SOP's
- Scherer asked if the Commission could know which department members received a covid vaccine and who did not.
- EMR Crew Chief Staats stated they do not have an answer to that yet.
- Scherer asked if the incident reports can show the time it takes for someone to respond to the site.

5. Fire Chief Report/ EMR Crew Chief Report

- Mueller asked what the attendance was at the monthly meetings.
- Chief Staats state the business meeting at the beginning of the month was attended by approximately 13-15 members. The average attendance of meetings is 10-15 members.

- EMR Crew Chief Staats stated the Turn Out Gear Committee has narrowed down the options between two brands and they both come from the same vendor. EMR Crew Chief Staats is waiting for prices on one of the brands. The Committee is currently looking at the cost of 22 sets of turn out gear. The set includes pants, jacket, hood, boots, helmet, and gloves.
- Mueller asked if the purchase of turn out gear is normal maintenance and if so, how often is turn out gear purchased.
- EMR Crew Chief Staats stated per NFPA, it is every ten years.
- Mueller asked if any of the new turn out gear sets are for any new members.
- EMR Crew Chief Staats stated what was done in the past is some turn out gear sets were not used and expired on the shelf not used. What they are looking to do now is purchase turn out gear for the members we have now and keep some of the old turn out gear so when a new member joins the department, they would have some gear to start with. They would then order new sets of gear as needed for new members.
- Mueller asked how much does a set of turn out gear cost.
- Chief Staats stated when he priced a set of turn out gear last year it was just under \$5,000 per set. By buying in volume, they get a discount.
- The recruitment pamphlet should be ready in May. The pamphlets will be in English & Spanish. The classes are only taught in English.
- Chief Staats is continuing conversations with 2 of the inactive members and trying to get them back.
- NWTC will be starting a class on Monday. EMR Crew Chief Staats reached out to some people that were interested in taking the class. The classes are at night. We currently do not have anyone enrolled in the class. If anyone is interested, please contact EMR Crew Chief Staats. The class is entry level fire fighter.
- Rick Malkemus's seat is up on the LOSA Committee. Put this on the agenda for the next Joint Fire Commission meeting.
- Mueller asked when do you receive the results for LOSA.
- Malkemus stated that the first LOSA meeting of the year is a recap. The report shows who is showing up for trainings, meetings, calls, etc. The LOSA report gives a good picture of the level of involvement of the members.
- Mueller asked is the LOSA calendar year from January to December.
- Chief Staats stated the LOSA calendar year is from October 1 – September 30. The April meeting for LOSA is a mid-year meeting.
- Mueller asked if the EMR call report includes calls that are not answered.
- EMR Crew Chief Staats stated that yes, all calls are on the report.
- The State just put out a new Scope of Practice for EMR, Paramedics, EMT's. In the scope of practice there are several skills that require awards reports to be completed if those skills are done. This eliminates what the EMR's can do, so they are waiting for clarification from the State. The EMR's are continuing to operate as normal until they hear from the State.

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

- Wiegand confirmed the batteries were for Squad 24.
- Mueller asked if there is any room in the budget to cover unexpected costs like the batteries.
- Chief Staats stated this is the first year they will be outsourcing a lot of the repairs, so they increased the budget accordingly.

- Mueller asked how the repairs were handled in house before.
- Chief Staats stated the DOT inspections they had handled in house by a department member, Steve Schopf. He is no longer a member of the department. Labor costs will now fall under equipment maintenance.

7. Review and approve SOP's 1202, 1205, 1206, 1207, 1208, 1209 and 1212.

- The First Responders are recognized as Emergency Medical Responders. They are changing the verbiage to Emergency Medical Responders in the SOP's. The EMR's are part of the Fire Department.

Walser moved to approve SOP 1206, second by Mueller, motion carried.

Malkemus moved to approve SOP 1208, second by Walser, motion carried.

Walser moved to approve SOP 1209, second by Malkemus, motion carried.

- Mueller asked Scherer if he was ok with the operational chart in SOP 1212.
- Scherer stated he was fine with the operational chart in SOP 1212.
- Chief Staats stated that the operational chart in SOP 1212 is the national standard for the operational chart.

Walser moved to approve SOP 1212, second by Edwards, motion carried.

Edwards moved to approve SOP 1202, 1205 and 1207, second by Walser, motion carried.

- Edwards asked Chief Staats where the updated SOP's will be published.
- Chief Staats stated the updated SOP's will be put on the Department's website.

8. Correspondence

9. Set date, time and agenda for next meeting. Meeting via Zoom.

The next meeting is April 15, 2021 by Zoom at 6:00 p.m.

- Edwards asked if in the future we are going to go back to in person meetings.
- Wiegand stated yes.
- Mueller asked Ohnesorge if the new speakers are hooked up in the Kress Pavilion. Can some people meet in person at the Kress and still continue the Zoom.
- Ohnesorge stated the speakers are hooked up in the Kress, but she does not feel comfortable having any gathering until everyone have had an opportunity to have the Covid vaccine to protect themselves. This is a safer choice that works.
- Mueller asked Edwards if in person works better for him.
- Edwards stated that he thinks communication between members is lacking when you are not face to face and your discussions can be less hostile.
- Wiegand apologized.

10. Adjourn

Edwards moved to adjourn, second by Walser, motion carried.

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