

March 20, 2019 Prescott Area Fire and EMS Association
Committee Meeting Minutes

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association Committee met on Wednesday, March 20, 2019 at 7:00 pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Call to Order/Roll Call: Chairperson Tricia Shearen called the meeting to order at 7:04 pm. Present were Board Members: Dan Johnson, Lee Olson, Coni Gray, Darlyn Hintz and Joe Rohl; Prescott Fire Chief Tom Lytle; River Falls EMS Director Jason Stroud and Association Admin Asst. Holly Mitchell.

Changes to Agenda: add Atkins claim under other business as (c.) under (2.) Updates

Olson/Rohl motion to approve minutes for January 16, 2019, passed without a negative voice vote.

PUBLIC COMMENTS: Olson notes that the budget is over what was expected for the year for radios; discussed and questions answered.

CHIEF'S REPORTS: River Falls Ambulance Director Stroud presents the annual report. It is noted that the total run numbers appear to be down from prior years which is in part due to less mutual aid calls, less ALS intercepts and changes in what is included as a run for data purposes. Rohl requests that future reports include breakout of numbers by township. The biggest part of the EMS budget goes to wages and staffing. 2017/2018 included a fair amount of 'one time' costs including a consultant study, narcotic storage safe and an interim director. The River Falls EMS service is also paying Allina for services that include chaplain services, ACLS protocols, training and a medical director consortium. The EMS service was given training and supplies for pet resuscitation at no cost to the service and which will be used in public relations and community goodwill. EMS week will be coming in the spring and the EMS service will be visiting the local elementary schools again this year. Johnson notes that the EMS budget deficits are covered, and Stroud confirms the money comes from EMS reserve funds. The Board questions Stroud regarding a call that was reported second hand to a Board member where the ambulance was reported to have not had a backboard available on a call. Stroud advised he will look into the call and get details on what did or did not occur.

CHIEF'S REPORTS: Fire Chief Lytle reports around 24 calls to date for 2019. There has been one retirement from the membership bringing the roster to 40 members. Lytle reports that due to Prescott Fire being on other agency MABAS cards there is an increased possibility of Prescott Fire being called to assist or cover service area which includes freeways like I94, so the WI DOT came and completed a 4 hour certification training with the fire staff. Assessment has been done regarding equipment needs for safety of operation on freeways as well. The new extrication tools have arrived. Pancake breakfasts continue through April 14th. The boat has been prepared for use in case it is needed during spring flooding. It has been decided that the extractor/dryer for which the AFG grant was applied to cover, will be purchased whether the grant is obtained or not. Cost is expected to be around \$18,000 for both (extractor & dryer) units. High flood waters discussed including possible use of boat and dive team. Knutson was unable to be present but sent updates that he is working on obtaining an inflatable boat for the dive team and also working on proposals for a user group/committee.

FIRE INSPECTIONS: Hintz, Rohl and Shearen inquire about the status of inspections of Diversified Manufacturing and if there have been improvements made regarding on-site safety, safety of potential responders, HAZMAT and chemical reporting. Lytle advises that much of the requirements are beyond just the fire department but states that they will be utilizing all four appropriated staff (the chief and 3 fire inspectors) for a future walk-through. Rohl inquires about inspection billing commenting that other communities bill for this service and the sooner the bills can be sent after the inspections are completed the better. Hintz advises she will meet with Brand regarding the city working on the billing. Mitchell will look into the status of current year's inspections as time allows.

FINANCE: Lytle will check with the city to clarify what the \$625 expenditure is for under building repair and maintenance. It is likely from when the heating system went out in the barn but unknown if it was for labor or something else. Training and travel costs have been high due to travel expenses for two in classes for fire instructor.

Johnson/Hintz motion to approve Fire and EMS cash balances for January & February 2019; Budget for January & February 2019; and Payables for January & February 2019; current reports from LifeQuest, Fire Recovery and Waukesha Collections passed without a negative voice vote.

OTHER BUSINESS: Mitchell updates the board regarding the Imsande claim including the billing company, Fire Recovery's processes. Mitchell asks the board for permission to initiate research on different billing companies. The board is in favor of gathering information on billing companies as time allows. Lytle will ask at the next Chief's meeting what billing companies other services are using. No payments have been made on the Westberg claim. Director's insurance is active but the renewal process was turned over to the city due to issues with third party handlers. Mitchell updates the board regarding the Atkins claim; property owners are disputing the fire report and have been invited to the board meeting to discuss without response. There is some discussion about light maintenance at the Oak Grove Station regarding what is maintained by the township and what is maintained by the fire department. Lytle inquires of Hintz regarding the status of possible crosswalk lights that have been proposed at intersections and whether they will include Opticoms. This will be looked into.

NEXT MEETING: Board elections will be held at the May meeting. The next meeting will be set for Wednesday, May 22nd, 2019 at 7pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Gray/Olson motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Holly Mitchell
Administrative Assistant
Prescott Fire and EMS Association
City of Prescott