

Prescott Area Fire and EMS Association

MEETING MINUTES
WEDNESDAY, JANUARY 11, 2023

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association met on Wednesday, January 11, 2023 at the Prescott Fire Department, 260 Flora St, Prescott WI.

CALL TO ORDER/ROLL CALL: Chairperson Steve Most-Prescott called meeting to order at 7:12 pm. Members Present: Chair Steve Most-Prescott, Rich Ruemmele-Oak Grove, Mike Harriage-Clifton. Members Absent: Tricia Shearen-Oak Grove, Coni Gray-Prescott, Joe Rohl-Clifton, Tom Oss-Prescott.

A quorum is not met. No actions will be taken.

Also Present: Chad Johnson-Fire Chief, Matthew Bouthilet-Allina EMS Director, Dawn Harris-Administrative Assistant.

CHANGES/CORRECTIONS TO AGENDA: – No changes to the agenda.

APPROVAL OF MINUTES: December 2022 Minutes will be tabled until the next meeting.

PUBLIC COMMENTS: None.

FINANCE: December 2022 financials will be available for approval at next meeting.

REPORTS:

Fire Chief – Activity Report

- Meeting Josh Knutson to transfer ownership of the dive equipment.
- New truck has arrived and have started training so it is in service as a tender. We are waiting on the delivery of ladders and
- Will keep old tanker for next few months in case of any unexpected needs; then will sell.
- Meeting soon with Brian Little, Fire Safety Inspector to find out final report on 2022 inspections.
- Chad was asked if we have a full list of locations that need to be inspected. Not sure it is current. Will learn this when meeting with Brian.
- Started working on a list of items for a rolling stock plan that is not for trucks.
- The defib has been mounted at Station 2.
- 3 new hires that we are bringing on and training has started with a few more applicants to interview.
- 5 retirements/resignations; Tom Little, Jayne Henderlite, Dennis Eaton, Branden Eggers, and Andy Wolf.
- Awards banquet planned for end of January.
- Current count on fire crew is at 35 with a target of 40. Typically, we want to keep 60 percent in town but we have been getting more applicants in the Station 2 area.
- Radio and ladders still pending for the new fire truck. No delivery date yet. Currently using hand-held radios.
- Confirming that we will receive \$5,000 for the dive equipment.

Ambulance Operations – Activity Report

- No significant changes for last quarter.

- Total runs are down a little.
- Response times are up from last quarter.
- Reports to follow.
- Staffing, lost 3 personnel, did pick up one casual medic
- Another supervisor has been assigned which will help with Matt's position and ability to assist his crew.
- In-serviced a new oxygen machine (Airbo).
- Radios not installed yet, delay in getting a vendor. Radios are not of concern, not optimal, but functional.

Department Admin – Activity Report

- Incidents are filed, revenue is coming in for both fire runs and inspections.
- Trouble with NFIRS in reports received. Working through that with our State Liaison, Sarah.
- My time at city hall has been unusually busy with retirement of Jayne Brand and a new incoming City Clerk. I'm a bit behind on activities, but it will be easing up soon.

OLD BUSINESS:

- Fire Inspections are being reviewed. If any ideas bring them forward. This has been an on-going item.
- Dive Team equipment sale; status of new truck is that we've had a few hits on the posting, nothing confirmed just yet.
- Matt Bouthilet offered to put out a flyer at an upcoming event where possible interested parties will see it.
- Steve Most will sign the contract tonight for the next day sell to Josh Knutson.
- New Fire Truck decals; installed, some training, it will be at Prescott station for the awards event.

OTHER BUSINESS:

- Alcohol for the awards event is agreeable by Association.
- The Association Agreement will need to be reviewed. It expires on 12/31/2024 with a term of 10 years. Current verbiage is 10 years old and should be reviewed line-by-line and amend as needed to develop a draft to be approved. Example the hiring of a new fire chief should be updated. We will move forward on updating this and keep on meeting agendas. These should also coordinate with the Fire Department by-laws to that the two documents support and agree with each other. Discussion continued with ways to make suggestions/changes to this document.

NEW BUSINESS:

- Potential to have the next meeting at the Oak Grove Station 2 to see the new truck. This will be confirmed. Rich offered that there should be no conflict in use of the facilities. Steve will make contact with Oak Grove township to confirm.

Next meeting date – Wednesday, February 22, 2023 – location to be confirmed.

ADJOURN: Motion to adjourn made by Steve Most, seconded by Rich Ruemmele. Passed without negative voice. Meeting adjourned at 7:56 pm.

Respectfully Submitted,
Dawn Harris, Administrative Assistant
Prescott Fire and EMS Association
City of Prescott