



Southern Ozaukee Fire & EMS Board
MINUTES

DATE: Wednesday, July 12, 2023
LOCATION: 250 Elm Street, Thiensville,
WI

TIME: 5:30 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 5:32 PM. Mayor Nerbun arrived at 5:35 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN DALE MAYR (ABSENT)
MEQUON ALDERWOMAN KATHLEEN SCHNEIDER

THIENSVILLE PRESIDENT VAN MOBLEY
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT

Alternate Mequon member Lynn Streeter attended in place of Alderman Dale Mayr.

III. PERSONAL APPEARANCES AND PUBLIC COMMENT

A. Citizens wishing to address the SOFD Board on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when that item is considered on the agenda. The time limitation is five minutes.

There were no residents present for public comment.

IV. APPROVAL OF MINUTES

A. May 10, 2023 (att)

MOTION by Alderwoman Schneider, **SECONDED** by Trustee Eckert to approve the May 10, 2023 Minutes. **MOTION CARRIED UNANIMOUSLY.**

V. OPERATIONAL UPDATES

A. Response Times and Statistics, Q2 and Comparison to 2022

Deputy Chief Zellmann reported on response times for the first and second quarters of 2023 compared to 2022. Mayor Nerbun requested a report on the relationship between response times and dispatch responsibilities being transferred to Ozaukee County. Deputy Chief Zellmann will report on the data at the next meeting.

B. Fleet Consolidation (att)

Chief Bialk provided a fleet consolidation update.

VI. FINANCE AND PERSONNEL

A. Q2 Budget Review (att)

Chief Bialk noted expenditures are lower than budgeted for the first two quarters.

B. Ozaukee County ARPA Funding

County Supervisor Rob Holyoke was present and noted that ARPA funding will be discussed at the upcoming Public Safety Committee and Ozaukee County Board meetings. The County Board has committed funds from the EMS ARPA funds for dispatch expansion. Supervisor Holyoke encouraged applying for capital projects. Other municipalities in the northern portion of the county have applied for and received funding for capital projects.

Mayor Nerbun noted he has had conversations with County Administrator Jason Dzwinel related to getting ARPA funding released. City Administrator Jones, Village Administrator Landisch-Hansen, President Mobley and SOFD staff have had separate meetings with the County Administrator and finance personnel. City Administrator Jones said they obtained clarification on what steps must be taken to start receiving reimbursement for 2022 and 2023. The County will have a request for payments prior to the upcoming meetings.

C. Ambulance Billing Update (att)

Chief Bialk shared EMS Management & Consultants began billing on June 1, 2023. Medicare bills were transmitted on June 29, 2023. It will take 60 to 90 days for Medicare payments to begin arriving.

D. Staffing Update (att)

Chief Bialk provided a staffing update. The third unfilled position will be on hold for now. Chief Bialk suggested the department consider sending existing staff to paramedic school rather than trying to recruit paramedics.

VII. REVIEW AND APPROVE

A. Compensation Plan (Hold Over from May) (att)

MOTION by President Mobley, **SECONDED** by Alderwoman Schneider to approve Compensation Plan.

Ayes: Mayor Nerbun, Alderwoman Schneider, Alternate Lynn Streeter, President Mobley and Trustee Eckert

Naes: None

MOTION CARRIED.

B. MABAS Agreement (att)

Chief Bialk described the resolution for the Southern Ozaukee Fire & EMS Department to participate in the MABAS agreement. Mequon and Thiensville were members of MABAS as separate departments.

MOTION by President Mobley, **SECONDED** by Alderwoman Schneider to approve MABAS Agreement. **MOTION CARRIED UNANIMOUSLY.**

C. Proposed Amendments to SOFD Intergovernmental Agreement (att)

MOTION by Alderwoman Schneider, **SECONDED** by Trustee Eckert to approve the First Amendment to the Southern Ozaukee Fire & Emergency Medical Services Agreement. **MOTION CARRIED UNANIMOUSLY.**

VIII. DISCUSSION ITEMS

A. Mission, Vision and Values (att)

Chief Bialk noted this is a continuation of the discussion from the last meeting to include additional input from stakeholders. Lynn Streeter noted stakeholders were identified who represent a significant number of clients served or a significant partner. Next steps are to meet with the department to develop the mission, vision and values, then come back to the Board at the next meeting.

Mayor Nerbun suggested Board members provide feedback within the next several weeks. Findings were shared with the members of the SOFD on July 10 and 11 with an

acknowledgement that they should be proud of the opinions that the community members have of the department.

IX. INFORMATIONAL ITEM

A. City of Mequon Public Safety Space Needs Analysis Request for Proposal

Administrator Jones noted a goal is to develop a long-term facilities plan for the joint department. The City of Mequon also is looking at the current state and future of its facilities, including the East Side Fire Station, the Public Safety Building, as well as the City Hall and Pool Civic Campus. The City has put together a Request for Proposal that should be available in August in order to gather preliminary data relative to future space needs. Southern Ozaukee Fire & EMS is included as part of the RFP. It will be provided to Board members when it is available. President Mobley noted there are currently three fire department spaces that should all be considered in the space assessment: the station on Mequon's east side, the Thiensville fire station and the Public Safety facility on Buntrock Avenue.

X. CLOSED SESSION

A. The Commission may convene into closed session pursuant to Wis. Stat. 19.85(1)(e) for the purpose of conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and/or Wis. Stat. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, regarding the petition for an election made by the International Association of Firefighters and potential hearing. (att)

MOTION by Trustee Eckert, **SECONDED** by Alderwoman Schneider to Convene in Closed Session at 7:28 PM.

Ayes: Mayor Nerbun, Alternate Streeter, Alderwoman Schneider, President Mobley and Trustee Eckert

Naes: None

MOTION CARRIED UNANIMOUSLY

MOTION by Alderwoman Schneider, **SECONDED** by Alternate Streeter to Reconvene in Open Session at 7:48 PM. **MOTION CARRIED UNANIMOUSLY.**

XI. ADJOURNMENT

MOTION by Alderwoman Schneider, **SECONDED** by Alternate Streeter to adjourn the Meeting at 7:48 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg

Village of Thiensville
Administrative Assistant

Signed by,

Colleen Landisch-Hansen
Village of Thiensville
Administrator/Interim Clerk