



Southern Ozaukee Fire & EMS Commission
AGENDA

DATE: Wednesday, July 10, 2024

LOCATION: 250 Elm Street, Thiensville, WI

**IMMEDIATELY FOLLOWING SOFD BOARD
MEETING**

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN DALE MAYR
MEQUON ALDERMAN GREG BACH (EXCUSED)
MEQUON CITIZEN MEMBER LYNN STREETER

THIENSVILLE PRESIDENT JOHN ROSING
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT
THIENSVILLE CITIZEN MEMBER DOUGLAS CHIMENTI (EXCUSED)
THIENSVILLE ALTERNATE TRUSTEE DAVID LANGE

III. APPROVAL OF MINUTES

A. May 8, 2024 (att)

IV. NEW BUSINESS

- A. Approve Hiring List of Paid on Call
- B. Revision of Full-Time Hiring Process (att)

V. ADJOURNMENT

Colleen Landisch-Hansen, Village Clerk

July 3, 2024

Please advise the Thiensville Municipal Hall, 250 Elm Street (262-242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.



Southern Ozaukee Fire & EMS Commission
MINUTES

DATE: Wednesday, May 8, 2024

LOCATION: 250 Elm Street, Thiensville, WI

**IMMEDIATELY FOLLOWING SOFD BOARD
MEETING**

TIME: 5:30 PM

I. CALL TO ORDER

President Rosing called the meeting to order at 7:06 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN DALE MAYR
MEQUON ALDERMAN GREG BACH
MEQUON CITIZEN MEMBER LYNN STREETER

THIENSVILLE PRESIDENT JOHN ROSING
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT
THIENSVILLE CITIZEN MEMBER DOUGLAS CHIMENTI
THIENSVILLE ALTERNATE TRUSTEE DAVID LANGE (ABSENT)

III. APPROVAL OF MINUTES

A. March 13, 2024 (att)

MOTION by Alderman Bach, **SECONDED** by Alderman Mayr to approve the March 13, 2024 Minutes. **MOTION CARRIED UNANIMOUSLY.**

IV. NEW BUSINESS

A. Review and action regarding Paid-on-Call Hiring applicants

MOTION by Mayor Nerbun, **SECONDED** by Citizen Member Chimenti to approve hiring two paid-on-call applicants. **MOTION CARRIED UNANIMOUSLY.**

V. ADJOURNMENT

MOTION by Trustee Eckert, **SECONDED** by Citizen Member Chimenti to adjourn the meeting at 7:09 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant
Village of Thiensville

Signed by,

Colleen Landisch-Hansen
Village Administrator/Clerk
Village of Thiensville



Southern Ozaukee Fire and
Emergency Medical Services Department
11300 N. Buntrock Avenue
Mequon, WI 53092
(262) 242-2530
(262) 242-5042 Fax

TO: SOFD Board
FROM: Fire Chief David L Bialk
DATE: July 10, 2024
SUBJECT: Revision to SOFD Hiring Process

Background

At the January 2024 SOFD Board Meeting the Board adopted a hiring process for full-time firefighter/paramedics (see attachment).

- In December 2022, Josh Lipp, a ten-year paid-on-call member and nine-month full-time member of the Mequon Fire Department, sustained injuries while rendering aid at a car accident off-duty.
- Due to his injuries, Josh had to separate from SOFD in September 2023.
 - When Josh separated, he was given a \$14,000 payout equal to \$1,000 for each year of service, plus an additional \$4,000 equal to four months of health insurance under COBRA. We are not recommending recouping this money and the labor attorney said it would not be possible.
- As of now, after 18 months, Josh has been medically cleared by his doctors.

I'm requesting the SOFD Commission revise the usual hiring process and allow for a one-time conditional offer to be made to Josh Lipp for the position of Firefighter/Paramedic. Josh would still follow the usual pre-employment screening, including physical and psychological evaluation. In addition, a doctor would evaluate him to determine fitness for duty. With the approval of the Commission an offer could be made right away. When Josh left, he was at the top pay step and had the most seniority. If Josh is reinstated, he would be given back his seniority and placed on probation and one pay step lower for six months until he finishes his probation.

Analysis

I am requesting the SOFD Commission revise the adopted hiring process and allow for a one-time conditional offer to be made to Josh Lipp for the position of Firefighter/Paramedic. The proposed conditions for his reinstatement are as follows:

1. **Pre-employment Screening:** Josh will undergo the usual pre-employment screening, including physical and psychological evaluation, plus an additional review by a doctor to determine fitness for duty.
2. **CPAT:** Josh would still be subject to passing the Candidate Physical Agility Test
3. **Immediate Conditional Offer:** With the Commission's approval, an offer could be made immediately.
4. **Seniority and Pay:** Upon reinstatement, Josh would:
 - Be given back his seniority.

- Be placed on probation for six months.
- Be placed one pay step lower than his previous position during probation. After successful completion of probation, he would return to his pay step.

The Commission could still add any additional requirements or require any additional testing or information. This process was vetted by the SOFD's labor attorney, and they saw no problems with it.

Fiscal Impact

1. Cost of Hiring an Additional Employee:

- Salary and benefits for the new employee: \$120,000 per year.

2. Offset from Eliminating One POP/POC Spot:

- Eliminating one full-time equivalent POP/POC spot would save approximately \$60,000 in payroll expenses.

3. Net Financial Impact:

- Hiring an additional employee increases expenses by \$120,000 (cost of new hire).
- Eliminating one POP/POC spot reduces expenses by \$60,000.

Therefore, the net increase in expenses due to hiring the additional employee would be:
\$120,000 (cost of new hire) – \$60,000 (eliminating POP/POC) = \$60,000 (net increase)

This calculation considers both the cost of the new hire and the savings from eliminating one POP/POC spot.

Based on the analysis of 2024 estimated expenses and revenue, it seems financially feasible to hire one full-time employee immediately, which is also included within the 2024 budget.

Recommendation

Staff recommends the approval of the eligibility list for the hiring of Josh Lipp.

Fire Chief David L Bialk

David L Bialk

Southern Ozaukee Fire Department