



Committee Members Present: Village of Sturtevant Administrator Mary Cole, Rick McCluskey, Village of Mt. Pleasant Trustee Lawrence (Bud) Eastman

Committee Members Absent: Chairman John Johnson, Mt. Pleasant Village Administrator Maureen Murphy

Village Board Members Present: None

Guests: BC Steve Salvo, DC Ed Lockhart, BC John Radewan, Lt. Scott Brauer, Jason Caira, Brandon Harms, Kevin Swiatczak, and Jamie Adams

Staff Members to the Board: Chief Robert Stedman

1. **Roll Call** - Meeting called to order at 3:30 p.m. by Rick McCluskey
2. **Guests:** None
3. **Public Comments:** None
4. **Approval of Minutes of February 7, 2019:**

A motion was made by Mary Cole and seconded by Bud Eastman to approve the minutes of the February 7, 2019 meeting. **Motion Passed**

5. **Operational Report and Update:** Chief Stedman referred to the Operational Report that was dated March 7, 2019 that was distributed to the Committee Members.
 - a. We currently have two members on FMLA one who is going to be out for a couple more months and one for about 3 weeks. Another member went on FMLA in late February for about 5 months and a 4th member is going on FMLA in mid-March for childbirth and will be off for almost a month.
 - b. The Emergency Vehicle Preemption systems on Spring Street signals have been completed with the exception of the intersection of Spring St & Newman Road which needs some work in the cabinet that will be completed as soon as it warms up.
 - c. The construction on the EMS station continues and the walls and roof are now completed. It is still expected to be completed by about June 1st. Initially we will be operating a Basic Life Support ambulance from this station to provide more paramedic experience to the new hires.
 - d. The SSFD Technical Rescue Team (TRT) completed both State funded Hazardous Materials classes. The TRT will now focus on continued training and obtaining required supplies & equipment to be completely prepared. The team has reached out to the City of Waukesha Special Services Team with a visit and discussion about joint training.
 - e. The process to become the Level B Hazardous Materials Response Team for Racine County has begun and it shouldn't take that long of time to receive that designation.



- f. The TRT recently visited the sewer construction site at Hwy H & Braun Road and it is a possibility we will do some training at that site in the near future. The contractor has been very good to deal with and has shown a willingness for us to do some training at that location.
- g. After the recent issue with the Racine County Dive Team and the City of Racine withdrawing from the team effective July 1, 2019 about six of our members have reached out and agreed to be part of the Racine County Dive Team. The SSFD is in the process of completing that arrangement. Training and equipment will need to be addressed, but we have multiple locations in both Villages where a water rescue is a potential hazard.
- h. The FF/Paramedic Recruitment process application and recruitment notices were advertised with the closing date for applications next Monday March 11th. Once we receive the applications we will determine the next step in the process in terms of timing.
- i. The SSFD has been in discussion with Case High School and St. Catherine's High School about a job shadowing program for HS students that through their HS could apply to job shadow our FD for 24 hours in 4 or 6 hour time periods. The program would give HS students an opportunity to see what a career in Fire & EMS Service would be like and would allow them to perhaps apply to be a HS intern with the SSFD in their senior year of HS.
- j. The Fire Department Consolidation Study being completed by the Wisconsin Public Policy Forum is moving along. A consultant toured our fire stations last week with BC John Radewan.
- k. SSFD EMS instructors will be teaching CPR certification classes to our members, the MPPD, Racine County Dispatchers, and Mt. Pleasant Village DPW workers, Sturtevant DPW workers. We recently did training for the Sturtevant PD and we will also train Village Hall employees in the near future.
- l. We have been working with Children's Hospital Urgent Care regarding transporting pediatric patients from their clinic on Frontage Road in Kenosha to All Saints Hospital in Racine on an as needed non-emergency basis. Our EMS Medical Director and the State of WI EMS Office have both approved of us providing the transport service without changing our EMS Operational plan.

It is a recently opened urgent care clinic with patients from the entire area including Racine County East of I-94. We would charge our normal transport fees and we estimate that the service will result in maybe two transports per week initially. The extra revenue could be an estimated \$50,000 to \$60,000 annually. It would not require any additional resources at this time. We will obviously monitor the number of transports and the revenue received and expect to start the transports as soon as approval from the State EMS Office is received.

- m. The final draft drawings for the two engines that were ordered are completed. We will review the drawings one more time in the department and then we will make the trip to the E-One body factory in New York to complete the final pre-build meeting and sign off on the final plans. Once that is completed the two vehicles will then get entered into the production schedule.



- n. Last week I was served with a subpoena regarding a lawsuit by Pierce Mfg. against E-One. The subpoena is about a visit to SSFD by Pierce Representatives to view our new E-One Quint purchased last year.
- o. The following table reflects the number and percentage of calls per station for the year to date ending February 28, 2019:

2019 Annual Calls By Station Through February 28, 2019		
#7	58	8.2%
#8	176	24.8%
#9	277	39.1%
#10	143	20.2%
Mutual Aid	29	4.1%
Other	26	3.7%
Total	709	100%

- 6. **Update on SSFD Fire Apparatus:** - Chief Stedman reported on the two new engines that were funded for 2019 under the Operational Report. **No action taken.**
- 7. **Contract Agreement for Consolidated Fire/EMS Services Discussion and Possible Action:** Chief Stedman reported no further action had been taken to move this item forward, and the item would be left on future agendas until action was taken by the Village Boards. **No Action Taken**
- 8. **Next Meeting –** The next meeting was scheduled for Thursday April 4, 2019 at 3:30 PM at the Village of Sturtevant Safety Building.
- 9. **Adjournment:** A motion was made by Mary Cole and seconded by Bud Eastman to adjourn.
Motion passed Unanimously Meeting adjourned at 4:22 p.m.

Respectfully submitted

Robert W. Stedman
Fire Chief