



Committee Members Present: Chairman Rick McCluskey, Sturtevant Police Chief Sean Marschke as acting Village of Sturtevant Administrator, Village of Sturtevant Trustee Stuart Ten Cate, Village of Mt. Pleasant Trustee Gary Feest, Village of Mt. Pleasant Administrator Maureen Murphy

Committee Members Absent:

Village Board Members Present:

Guests: BC Jon Keiser, BC John Radewan, Bud Eastman, Lt. Mike Wienke, FF Kevin Swiatczak, FF Josh Roeglin, Adam Rogan of the Racine Journal Times, and Jamie Adams

Staff Members to the Board: Chief Robert Stedman

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

A motion was made by Sean Marschke and seconded by Gary Feest to approve the minutes of the November 7, 2019 meeting. **Motion Passed**

5. **Operational Report and Update:** Chief Stedman referred to the Operational Report that was dated December 5, 2019 that was distributed to the Committee Members.
 - a. We currently have two members on FMLA one for medical and one for a family member. One member on FMLA for childbirth. One member is off on a worker's comp injury.
 - b. The total time off for the year to date as of November 30, 2019 for FMLA is 5195.68 hours, sick leave 2679.25 hours, and Workers Comp 971.25 hours for a total of 8,956.18 hours or roughly 373.17 (24-hour) shifts.
 - c. BC Jon Keiser is retiring after 38 years plus and his last work day is Friday December 6, 2019. Lt Hank Jones and Lt. Larry DeRosier are both retiring on December 22nd. Both started as full-time members on October 11, 1998. Lt. Kevin Banse is retiring on December 23rd and he started full-time with the department on February 5, 1990. We have a promotional list to fill the vacant Lieutenant positions and with the new Division Chief of Special Operations after the first of the year we will have 5 vacant Lieutenant Positions to promote from the list.
 - d. We hired three new firefighter/paramedics on December 2nd to replace BC Keiser, Lt. Jones and Lt. DeRosier. All three will complete their recruit training on Friday December 20th and be assigned to a 24-hour shift. This will eliminate the need for OT due to the three retirements.



- e. The applications for candidates for the Battalion Chief and Division Chief positions will close on Monday December 9th and the P&F Commission will conduct interviews on December 18th and 19th. It is anticipated the Battalion Chief promotion will be in occur by January 1, 2020 or shortly after. The Division Chief position may not be filled until later as we will need to hire two additional members to fill the vacancy of Lt. Banse and the Division Chief promotion, which may not happen until February.
- f. With the retirement of three Lt's and one BC we will have five new Lieutenants with the result being a need to train some current Lieutenants to being able to step up to act as a Battalion Chief when needed. BC Salvo is planning on completing this training in January. Also, a few members on the promotional list for Lieutenant will need to be trained to step up as acting Lieutenants when needed.
- g. The Fire Department Consolidation Study draft has been completed by the Wisconsin Public Policy Forum and I believe the two Village Boards are having a Joint meeting on next Monday to have a presentation by the Public Policy Forum.
- h. The SSFD has been notified that we have been selected by the Centers for Medicare and Medicaid Services to participate in a Ground Ambulance Data Collection System starting 1-1-2020 for a one year reporting period. Failure to participate in the program could result in a loss of ten percent of the Medicare reimbursements in the future. We participated in a webinar yesterday and it appears to be a fairly complicated reporting system. We will have discussion with the Finance Director, but our initial thoughts are we may want to contract for some outside services to make sure we collect the data and other information in a manner to meet the federal guidelines.
- i. The following table reflects the number and percentage of calls per station for the year to date ending November 30, 2019:

2019 Annual Calls By Station Through November 30, 2019		
#7	1260	30.6%
#8	1096	26.6%
#9	1328	32.3%
#10	81	2.0%
Mutual Aid	219	5.3%
Other	129	3.1%
Total	4113	100%



6. **Public Policy Forum Fire EMS Study - Update** – Chief Stedman informed the Committee that the Public Policy Forum Fire EMS Study will be on the agenda at the Village Board meeting on Monday December 9, 2019 at 6:30p.m.
7. **Next Meeting** – The next meeting was scheduled for Thursday, January 9, 2020 at 4:30 PM at the Village of Sturtevant Safety Building.
8. **Adjournment:** A motion was made by Maureen Murphy and seconded by Stuart Ten Cate to adjourn.

Motion passed unanimously; Meeting adjourned at 5:13 p.m.

Respectfully submitted,

Robert W. Stedman
Fire Chief