

BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 04/19/2023

Meeting was called to order at 6:35 pm by President Mark O'Brien. Members present were John Marx, Sue Williams and Michael Brusberg. The new town chair for the town of Oregon, Carl Walser, was present. Mason Barber, Justin Wick, and Sarah Andrisevic were also present.

Motion: Marx/Williams to approve minutes of the March 22nd, 2023 meeting as written. Motion carried.

Chief Barber presented the March summary. Fire department had 3 extended calls and they were part of the large call in Monona. All the garage doors in the bay were serviced; the doors are all in good condition. The annual card party is coming up on May 20th. They had the 2% dues audit last week with DPS. They look at a lot of different things, public education, fire inspections, use of social media, training and membership. It was a virtual audit; they are conducted every 3-5 years. They do need to do more with fire inspections. DSP halted fire inspections during COVID and the department has not come up to speed and frequency like before. They don't have an ordinance in place to only do fire inspections once a year. They're goal is to do them twice a year. They already have a plan in place to make the system better for 2023. Brusberg asked what buildings are inspected. Chief Barber commented they inspect multi-family dwellings 3 units or more and only in the common spaces. They also inspect businesses, stores and the elementary school. Brusberg asked if anything needs to be done with the expansion of the business park with regards to fire inspections. Chief Barber commented Chief Spilde is good about keeping them in the loop.

EMS Division Chief Wicik presented the EMS division report for March. 14 of the 18 calls were medical calls. 8 of those calls were within the district and 6 were mutual aid. There have been some critical calls in the past week and they were able to administer medications they previously wouldn't have been able to do due previously. There is an AEMT from Evansville interested in running for Brooklyn. They also interviewed another potential member. It is EMS license renewal time; EMT licenses are due every 3 years, on June 30th. They had the state DOT ambulance inspection performed, everything passed. Chief Barber commented he thinks they have down played advancing the ambulance service; they have a few members in the advanced EMT class. Marx commented on the average run time summary, to be out the door in 4.4 minutes is good, which include the 6 mutual aid calls, which skews the run times. He asked if they could separate in district vs out of the district calls. Wicik comment he would look into to see if they would be able to separate. Marx also commented with the out of service hours, there has still been an EMT available to respond with the ambulance, they are out service with dispatch because they are unable to transport a patient if needed, but they can still respond to the scene.

The district secretary handed out March financials. 2nd Budget payments are due and will see those payments on next month's financials. We have received the 2nd flex grant payment and the 2nd half of the ARPA funds. The EMS Chief submits expense reports periodically to the state for those funds. The flex grant has to be spent by September. The salary increase for the advanced EMTs went into effect in March, will see its impact on the April financials.

Marx commented he had a meeting about redoing the department bylaws with Leif Spilde, Justin Sullivan and Evelyn Hall. The Commission has never approved the bylaws previously, but he thinks they should. The draft he saw, he thought was very well done.

There was discussion regarding retirement benefits. Chief Barber commented at their last membership meeting, he discussed the honorary payout with the members. He said it turned into a very large discussion. A lot of members are unaware of the honorary retirement payout.

He said a couple members felt the SAP was to replace the honorary payout. The membership proposed the \$2000 in the budget for the retirement account be used towards the annual payout. Brusberg commented the downside to that proposal is the value of the payout diminishes overtime. And the proposal by the membership does nothing with the money already in the bank. The board asked if District would be able to add more money into member's SAP accounts, the district secretary will follow up on that. The district secretary is going to draft proposed changes to the retirement section of the district agreement for the next meeting.

No action was taken on retirement benefits.

The next meeting will be May 24th, 2023.

Motion: Marx/Carl to adjourn at 8:02pm. Motion carried.

(Carl Walser is not a voting member)