



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

**Committee Members Absent:**

**Village Board Members Present:** Village of Mt. Pleasant Board Trustee Anna Marie Clausen, Village of Mt. Pleasant Board Trustee Bud Eastman

**Guests:** DC Ed Lockhart, DC Tom Stuckart, BC Steve Salvo, BC Mike Wienke, Lt. Dustin Ellis, 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 January 5, 2020 Minutes:**

A motion was made by Stuart Ten Cate and seconded by Gary Feest to approve the minutes of the January 5, 2020 meeting. **Motion Passed**

5. **Operational Report and Update:** Chief Stedman referred to the Operational Report that was dated February 6, 2020 that was distributed to the Committee Members.
  - a. We currently have one member that just returned from FMLA and we have one member off on Workers Comp. He was just released this week for light duty with restrictions.
  - b. The total time off for the year to date as of January 31, 2020 for FMLA was 108 hours, sick leave 130.25 hours, and Workers Comp 120 hours for a total of 358.25 hours or roughly 14.93 (24-hour) shifts.
  - c. The SSFD still has two vacant positions and we are in the process of hiring one new member that is scheduled for physiological and physical exams. It is anticipated he will start employment the first or second week of March. The remaining candidates on the list have taken positions with other fire departments or had other issues. The remaining position will be left vacant until a list can be developed.
  - d. We had 15 SSFD members that completed the State Fire Officer 1 course in January through Gateway Technical College. They will be scheduled to take the written exam and practical exam to become State Certified.



- e. We have 11 members attending the Emergency Services Instructor Course this month and hopefully all of them will continue the process to become State Certified Instructors.
- f. The fire chiefs and Administrators met this week about the Fire Department Consolidation Study and a draft staffing models developed by the consultants. We have another meeting on February 24<sup>th</sup> at the Johnson Foundation to talk about fiscal modeling and next steps.
- g. The three new power cot load systems for the ambulances were installed last week at Foster Coach. Now all of our ambulances with the exception of the reserve ambulance have the power load systems installed.
- h. The SSFD has at least one citizen that is extremely heavy that we have not only transported to the hospital, but we have also transported back home on a few occasions. We are working on the process of being paid for the transport back home, but we are not too optimistic.
- i. The six GTC paramedic students will start their preceptorships with the department soon. There will be two per shift assigned to preceptors.
- j. The following table reflects the number and percentage of calls per station for the year to date ending January 31, 2020:

2020 Annual Calls By Station Through January 31, 2020		
#7	119	30.1%
#8	105	26.6%
#9	141	35.7%
#10	11	2.8%
Mutual Aid	8	2.0%
Other	11	2.8%
Total	395	100%

- 6. **Discussion and Possible Action on Meeting Schedule** – Stuart Ten Cate spoke on reducing the frequency of Fire/EMS Oversight Board meetings. It was decided to continue to have the meetings scheduled monthly, but if a meeting was not necessary Chief Stedman would communicate that with the Board Chair who could approve not having a meeting.
- 7. **Next Meeting** – The next meeting was scheduled for Thursday, March 5, 2020 at 4:30 PM at the Village of Sturtevant Safety Building.
- 8. **Adjournment:** A motion was made by Sean Marschke and seconded by Robert Feest to adjourn. **Motion passed unanimously;** Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Robert W. Stedman  
Fire Chief