

**Excelsior Fire District
Operating Committee Meeting Minutes
September 11, 2019**

1. Call to Order

The meeting was called to order at 9:00 a.m.

Members: Fire Chief Curt Mackey, Shorewood City Administrator Greg Lerud, Interim Excelsior City Administrator Dave Wisdorf, and Deephaven City Administrator Dana Young

2. Approval of Agenda

Motion by Dana Young to approve the September Agenda as submitted. Seconded by Greg Lerud. Motion carried 3-0.

3. Approval of August Minutes

Motion by Dana Young to approve the August 7, 2019 Operating Committee minutes. Seconded by Dave Wisdorf. Motion carried 3-0.

4. Approval of Bills

The Committee reviewed the September 2019 Bills.

Motion by Dana Young to approve the September 2019 Bills in the amount of \$98,537.77. Seconded by Greg Lerud. Motion carried 3-0.

5. Budget Updates

a. Credit Card / House Accounts Update

Chief Mackey stated that the BMO application is ready to be sent in and is just waiting on some signatures. He stated that he will make a presentation to the EFD Board on the credit card program at the September meeting.

Further discussion was held on hearing protection gear. Chief Mackey stated that he estimates hearing protection gear would cost approximately \$25,000 and would be purchased in 2021. He stated that he hoped to offset some of the cost with grant funds.

6. Administrative Reports – August 2019

Chief Mackey stated that there were 103 calls for service in August, 2019 and only 78 calls for service at this same time last year. He stated that August was one of the District's busiest months.

Greg Lerud asked how many of these calls were duty crew calls. Chief Mackey stated that he doesn't have that information yet but hopes to have that breakdown shortly. He stated that response times have improved greatly under the duty crew program as well as an improvement in work / home balance for firefighters.

7. Board Meeting Items

a. Greenwood Request Update

Chief Mackey stated that he has gathered all the information from Greenwood and Interim Chief Prillaman on this issue and sent it out to the EFD Board for their comments and input. He stated that he received comments back from Boardmember Erickson and will now forward this information on to the District attorney for his recommendations. He stated that he didn't think it was likely that he would have the attorney's comments by the September 25th Board meeting.

8. Administrative Updates

a. Leadership Development Plan

Chief Mackey provided an update on blue card training and on the duty crew shadow program.

b. Personnel / Staffing

Chief Mackey stated that he is looking to increase the total complement of firefighters in the District to 50, which would be considered full staffing.

c. Officers & Staff - Vacant Assistant Chief Position & Part Time Administrator

Chief Mackey stated that he is ready to post the Assistant Chief Position and will be looking at representatives from several outside agencies to participate in the interview process. He stated that he hopes to fill this position by the end of the year, which will likely open up several more officer positions that will need to be filled early next year.

d. Paid On-Call Firefighters – Fab 4 & 4 New Recruits

Chief Mackey stated that the Fab 4 have completed all their training with the exception of emergency medical responder training. He noted that four additional recruits are currently attending classes.

e. Apparatus & Stations – new Chief Vehicle, Rescue Vehicle, Station Remodeling

Chief Mackey stated that the new Chief Vehicle is in and Rescue 12 should be in service in about a month.

f. 2019 Overnight Duty Crew Staffing Update

Chief Mackey stated that staffing has gone very well and shifts are being filled. He stated that people are getting use to the duty crew staffing program.

g. Marine Program Update

Chief Mackey stated that the new propeller, wiring cable, and alternator upgrades have made a big difference in the boat's performance. He stated that he will be looking at a number of different boating options & designs when a new boat comes up for replacement several years down the road.

9. Other

There was no other business to discuss.

10. Next Meeting

The next meeting of the Operating Committee will be held on Wednesday, October 9, 2019 at 9:00 a.m.

11. Adjournment

Motion to adjourn by Dana Young, seconded by Greg Lerud. Motion carried 3-0. The meeting adjourned at 9:45 a.m.

Respectfully submitted by Dana Young
Recording Secretary