



**Excelsior Fire District**  
*Proudly serving the Communities of:*  
**Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay**  
24100 Smithtown Road  
Shorewood, MN. 55331

**Operating Committee Meeting**  
**November 6, 2019**

# MINUTES

## CALL TO ORDER & ATTENDANCE

Greg Lerud called the meeting to order at 9:05am.

Members Present: Deb Kind (Greenwood Mayor / City Administrator), Greg Lerud (Shorewood City Administrator), Dave Wisdorf (Excelsior Interim City Manager), Dana Young (Deephaven City Administrator)

Members Absent: Katie Laur (Tonka Bay City Administrator)

Staff Members Present: Fire Chief Curt Mackey

1. Approval of Agenda

**Motion by Young to approve the agenda. Second by Kind. Motion passed 4-0.**

2. Approval of Minutes – October

**Motion by Young to approve the minutes. Second by Wisdorf. Motion passed 4-0.**

3. Approval of Bills

**Motion by Lerud to approve the bills. Second by Wisdorf. Motion passed 4-0.**

4. Budget Updates

a. Preparing for next year

Mackey: Shared a brief update. No major changes anticipated.

Young: It does not look like we will have a surplus in 2019.

Consensus: The plan is to secure bids for concrete work in early 2020.

5. Administrative Reports – October

- a. Responses – overall
- b. Calls for Service
- c. Firefighter Call percentages
- d. Firefighter Activity
- e. Inspection Reports

The October administrative reports were not ready for the 11/6 meeting.

The reports will be included in 12/11 meeting packet.

6. Board Meeting items

a. Major “All Call” reviews

Mackey: Major calls included 2 house fires (Tonka Bay, Long Lake), a significant car crash (involving a pregnant woman), and a couple significant medical calls. Critical Incident Stress Management (CISM) will be available to the EFD team as needed.

## 7. Administrative Updates

### a. Leadership Development Plan

Mackey: 2 of 5 meetings have been completed. Good results so far.

### b. Personnel / Staffing

Mackey: Nothing new to report.

### c. Officers & Staff

- Vacant Assistant Chief position
- Captains

Mackey: Posting closes 11/14. Opportunities limited to current officers.

### d. Paid-On-Call firefighters

- Fab 4
- 4 New Recruits

Mackey: We are working on developing a training structure with a culture that everyone will succeed. The Fab 4 is doing well. They are riding in the front right seat, which gives them lots of responsibility and experience to develop confidence. The Fab 4 will be off probation in January. The 4 new recruits are in the academy now. All are doing great. Staffing is at 44 including these 8 new people. We have 2 new applications, but are waiting for 2 more to form a cohort of 4 for training.

### e. Apparatus & Stations

- New Rescue 12 (Update)

Mackey: The new Rescue 12 will go into service on Tuesday 11/12.

- Fire Station Remodeling (HVAC)

Mackey: Managing temperature in the duty crew rooms at Station 1 still is a challenge. Station 2 HVAC is working well with the mini-splits.

### f. 2019 Overnight Duty Crew Staffing Update

Mackey: The duty crew shifts are being filled quickly.

### g. Marine Program Update

Mackey: In mid-December or early-January, we will view a custom air boat demonstration. Water Patrol may participate as well. A new air boat for the South Lake area might be in collaboration with the Water Patrol.

## 8. Other

Mackey: LMCC-TV will provide coverage of the cold-weather house burn training at a Shorewood house and broadcast the episode on their First Responder series.

## 9. Next Meeting Date and Time – Wednesday, December 11, 2019, 9am

### ADJOURNMENT

**Motion by Young to adjourn the meeting at 10:05am. Second by Wisdorf. Motion passed 4-0.**

*Minutes respectfully  
submitted by Deb Kind*