

NMFR Joint Finance & Personnel Committee
Meeting Minutes
June 26, 2018 – 5:30 p.m.
Room #132 – City of Menasha

Present: Ald. Sevenich, Stevenson, Grade, Ropella, Boyette and Kunz

Also Present: Chief Kloehn, AC Green, Director Jacobs and MA Ellis

Public Forum: No members of the public were present.

Ald. Kunz called the meeting to order at 5:30 p.m.

Meeting Minutes: The Committee reviewed the April 24, 2018 meeting minutes. **MSC Grade/Stevenson to approve the April 24, 2018 meeting minutes and place on file, all voting aye.**

Activity and Automatic Aid Reports: The Committee reviewed the May activity and automatic aid reports. **MSC Stevenson/Sevenich to approve the May activity and automatic aid reports and place on file, all voting aye.**

Automatic Aid Update: The Committee reviewed the information on temporary discontinuation of automatic aid with Appleton Fire Department. This will only be during Winnebago and Outagamie County's transition to a new CAD systems. During this period, the two departments will not be able to communicate with each other and there will not be any automatic vehicle locator available to dispatch. We will be responding to calls within our own districts. However, we can still request dispatch to contact the other one to request additional help in each other's areas for larger incidents.

5:45 p.m. Director Jacobs entered the meeting.

Insurance Services Office (ISO) Rating Review: The Committee reviewed the information of ISO comparables and how this affects insurance premiums within our two communities. Ald. Boyette asked what the department needs to do in order to become a Class I. Chief Kloehn noted he updated current information of what we need to do to achieve this last week. A couple of areas include staffing for incidents and better documentation of training in the actual areas of training we do. The items we needed to complete are internal and will not have any monetary impact. Ald. Grade asked if the points can fluctuate. Chief Kloehn said that it can from year to year. They typically come every 5-8 years for a review. However, we can request them to come earlier. Ald. Sevenich said he did research on his own and didn't find some of the same numbers with his insurance company. Ald. Ropella said he did research also and there were small savings for residential houses. Ald. Sevenich said ISO means nothing as fire departments have improved over the last few decades and they lump everyone together by zip code, which means our department's information helps area townships without a full-time department. AC Green said he attended ISO training last week and things have changed. Previously, everyone was lumped together by zip code. However, now they have gone to a GIS mapping system and the data used is based on the actual area for each department. There is not a significant savings for residential

facilities but the savings is with the commercial and industrial properties. Ald. Sevenich said we don't have 50% of industry that we have before and that's why we built the fire department we have now. Ald. Stevenson said he was surprised to see trying to improve our rating would be minimal cost to the department. He also noted industries haven't moved from the City's to the towns to save fire department costs. Industries have moved and/closed due to economic reasons. We still do have industries in the cities that we need to continue to provide protection to them. An education piece should be done to help businesses understand the potential savings. Ald. Kunz said he supports the work to a higher rating. The common theme is how we can differentiate our fire department from others. Maybe we can put together information on what the insurance costs would be in our city versus an area townships. Chief Kloehn said once we improve our rating the goal is to begin working with local business on what they can do to obtain a cheaper insurance premium. The Committee supported the department's efforts to work for a higher ISO score.

Hiring Firefighters Prior to Retirement: The Committee reviewed the information of the savings of hiring firefighters prior to retirements. It was noted there are variable factors from each year that we cannot control so 2017 was a higher savings versus 2018. Numbers are only based upon hiring them ahead of time versus waiting until after someone retires as this was about an 8 week delay. The figures do not reflect what their wages are for the month. However, they work 40 versus 56 hours while training and in the end paying wages for new hires still saves the department money. The Committee commended the department for this new process and supported continued efforts for this with future retirements.

SCBA Grant Update: The Committee reviewed the information regarding the final numbers with the SCBA grant. It was noted we were able to use surplus funds from the original grant and this helped offset the cost of the equipment that was not covered by the original grant. It was explained the savings in Neenah's CIP budget will be more as they put together their budget in the spring before we received notification of the grant award. Menasha completed theirs last fall and we knew we were awarded the grant. Therefore, they were able to adjust the budget numbers in Menasha before the final budget was approved. Funds were budgeted for our required match and equipment that was needed but not approved in the original grant as we didn't know if we would be approved for the of the surplus funds. Therefore, there is still savings for both Cities as we were able to use surplus funds.

Discontinuation of the LPO Tank Program: The Committee reviewed the information regarding the department's request to discontinue being the recognized LPO agent for the State for our two Cities. Mayor Merkes requested this information be reviewed and have a recommendation on having the State of Wisconsin's recognized agent. We are currently the State's recognized agent. We are requesting to step away from this as the costs we pay to complete this program is more than what is we receive. Switching agents doesn't cost the municipality any money and we can review this every year to see if there is a change in reimbursement for services. **MSC Sevenich/Stevenson approve discontinuation of NMFR as the assigned agent for the State of Wisconsin's LPO program for the Cities of Neenah and Menasha effective January 1, 2018, voting aye.**

MSC Sevenich/Grade to adjourn at 6:30 p.m., all voting aye.

Respectfully Submitted,

Tara A. Ellis

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