

NMFR Joint Finance & Personnel Committee Meeting Minutes

December 9, 2024 – 4:00 p.m.

City of Neenah – Hauser Room

Present: Ald. Borchardt, Pollnow, Sevenich, Grade, Marshal and Boyette

Also Present: Chief Teesch, Director Sassman and MA Ellis

Ald. Boyette called the meeting to order at 4:00 p.m.

Public Forum: Flo Bruno introduced herself and noted she is running for Aldermanic District 1 in the City of Neenah.

Minutes: The Committee reviewed the October 22, 2024, meeting minutes. **MSC Pollnow/Grade to approve the October 22, 2024, meeting minutes and place on file, all voting aye.**

Review of Calls: The committee reviewed the January 2024 through November 2024 calls. Chief Teesch noted he is working with vendor to get a better report for the committee to review. Nothing has been finalized as our report request as to be customized. An overall discussion was held on different calls, types of calls and how EMS calls are growing. **MSC Borchardt/Pollnow to approve the January 2024 through November 2024 calls and place on file, all voting aye.**

MSC Borchardt/Sevenich to approve the January 2023 to November 2023 calls report and place on file, all voting aye.

Firefighter Hiring: The Committee reviewed the request to hire three new firefighters. This is to replace vacancy for promoting a line staff position to the non-union Assistant Chief/Fire Marshal and two retirements in 2025. One retirement is in January and one is in April. We would start our joint training academy in March and they would be ready to start on the line in May. Ald. Sevenich said we have done this in the past with hiring ahead and it works very well for us. It has proven to be a good idea; we are getting top candidates and strongly believes this is the right way to go. **MSC Borchardt/Sevenich recommends the City of Neenah and City of Menasha Common Councils approve filling three firefighter positions no earlier than March 10, 2025, all voting aye**

Report

Assistant Chief of Training Hiring: Chief Teesch said Assistant Chief Jim Peglow will be retiring on May 9, 2025. The position will be advertised both internally and externally and at this time, it is unknown whether it will be filled from someone internally or external. Ideally, we would like the person to start on March 17th as they can work with Chief Peglow during the joint recruit training academy. This is a big undertaking every year and it is important to have continuity on the new person learning this.

Ald. Pollnow asked when a good time would be to analyze if there is a need for two Assistant Chiefs. Chief Teesch said it was looked at when we were going to fill the Fire Marshal position and with this opening. We are running things in Administration in a very efficient way. He explained they looked at alternative staffing. A general discussion was held on the history of the staffing for the department for non-union positions. Chief Teesch noted that Joint Fire Commission did review the job description and made a few changes to this at their meeting last week. The Committee asked that the job descriptions for both Assistant Chiefs be emailed to them. Chief Teesch noted that this position is important especially with keeping our ISO 1 status. Everyone supported filling the position as an Assistant Chief.

Discussion was held on funding the overlap of having this person begin before AC Peglow retires. Chief Teesch noted we do need to have two certified instructors during recruit school for training. At this time, it is achieved by having off duty line staff members help with training and are paid overtime. If we have the new person, and AC Peglow, that would save \$9,000 in overtime. In addition, the new person should be starting at a lower salary than AC Peglow. With the City of Neenah's salary plan, they would start at midpoint and there is a salary savings there. Director Sassman asked if we had exact numbers. Chief Teesch didn't and the Committee requested these numbers be included with the information in the agenda packet that is provided to both City Councils with this request. **MSC Borchardt/Sevenich recommends the City of Neenah and City of Menasha Councils approve the replacement of the Assistant Chief of Training no earlier than March 17, 2025 as long as this overlap fits within the budget, all voting aye.**

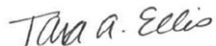
Report

Ballistic Gear PPE: The committee reviewed the information regarding the request to purchase ballistic gear. Chief Teesch noted the first set of gear were hand downs from the police department. All our current gear is expired and out of compliance. When the 2025 budget was put together, it was decided to move this out of the operating budget and put it in the CIP budget. Neenah is using ARPA Funds and Menasha is using ARPA interest. We need to purchase this by the end of the year to remain compliance with using ARPA funds. **MSC Pollnow/Marshall recommends the City of Neenah and City of Menasha Common Councils approve the purchase of ballistic gear with the City of Neenah using \$35,560 from ARPA funds and the City of Menasha using \$19,440 from ARPA interest, all voting aye.**

Report

MSC Sevenich/Marshall to adjourn at 4:40 p.m., all voting aye

Respectfully submitted,



Tara Ellis

Management Assistant