



Southern Ozaukee Fire & EMS Board
MINUTES

DATE: Wednesday, July 10, 2024
LOCATION: 250 Elm Street, Thiensville,
WI
TIME: 5:30 PM

I. CALL TO ORDER

President Rosing called the meeting to order at 5:30 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN GREG BACH (EXCUSED)
MEQUON ALDERMAN DALE MAYR
MEQUON CITIZEN MEMBER LYNN STREETER

THIENSVILLE PRESIDENT JOHN ROSING
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT
THIENSVILLE CITIZEN MEMBER DOUGLAS CHIMENTI (EXCUSED)
THIENSVILLE ALTERNATE TRUSTEE DAVID LANGE

III. APPROVAL OF MINUTES

A. May 8, 2024 (att)

MOTION by Mayor Nerbun, **SECONDED** by Alderman Mayr to approve the May 8, 2024, Minutes. **MOTION CARRIED UNANIMOUSLY.**

IV. PERSONAL APPEARANCES AND PUBLIC COMMENT

A. Citizens wishing to address the SOFD Board on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when that item is considered on the agenda. The time limit is FIVE minutes.

There were no citizens to be heard.

V. FINANCE

A. Fiscal Year 2023 SOFD Annual Comprehensive Fiscal Report (att)

Wendi Unger of Baker Tilly presented a report on the 2023 SOFD Annual Fiscal Audit.

MOTION by Mayor Nerbun, **SECONDED** by Trustee Eckert to accept the 2023 SOFD Annual Fiscal Audit as presented. **MOTION CARRIED UNANIMOUSLY.**

B. 2024 Budget Report, Second Quarter (att)

Chief Bialk presented the report on the Second Quarter 2024 Southern Ozaukee Fire and EMS Department Budget.

VI. OPERATIONS

A. Recent Incidents

Chief Bialk provided an update on the June 5, 2024, drowning at Village Park in Thiensville.

B. 2023 Year in Review (att)

Chief Bialk provided an overview of 2023 Southern Ozaukee Fire and EMS Department operations. An annual report will be presented later after statistical information is available. Plans for the upcoming year include sending department members to paramedic school and recruitment and retention activities. An ambulance ordered in 2022 will be delivered this fall. Another ambulance has been purchased with a similar wait for delivery. Preliminary discussions on the 2025 budget will begin this month.

C. Handbook Update (att)

Chief Bialk noted the employee handbook has been forwarded to the department's labor attorney for review. Additional discussion can take place at the September board meeting.

D. Thank you to the Thiensville Fire Department Corporation for dive equipment donation (att)

Chief Bialk relayed the Southern Ozaukee Fire and EMS Department's appreciation for a donation of dive equipment from the Thiensville Fire Department Corporation.

VII. GOVERNANCE

A. Strategic Plan Update (att)

Chief Bialk noted there was a recent meeting with the command staff to discuss a strategic plan with plans for a retreat. Citizen Member Streeter detailed plans for a comprehensive effort that would engage the department and community in the development of a five-year strategic plan that aligns with the municipalities the department serves. Ms. Streeter suggested the board discuss the stakeholders who will participate in developing the strategic plan. A group size of between 20 and 40 was suggested. The efforts will draw upon work, such as community stakeholder interviews, that have already been completed.

President Rosing noted both Mequon and Thiensville will concentrate on the upcoming budget during October. Administrator Jones added that two half-day planning retreats during November would be feasible. A list of prospective participants could be reviewed at the September Board meeting. Board members unanimously indicated they were agreeable and committed to moving forward.

VIII. REVIEW DATE OF NEXT MEETING

A. September 11, 2024

IX. MOTION TO ADJOURN TO CLOSED SESSION

A. Command Staff Performance. The SOFD Board may convene into closed session pursuant to Wis. State. 19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons and/or the preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems.

MOTION by Mayor Nerbun, **SECONDED** by Trustee Eckert to adjourn to Closed Session at 6:55 PM.

1. Roll Call Vote

Ayes: Mayor Nerbun, Alderman Mayr, Citizen Membe Streeter, President Rosing, Trustee Eckert and Alternate Trustee Lange

Naes: NONE

MOTION CARRIED.

X. MOTION TO RECONVENE IN OPEN SESSION

MOTION by Alderman Mayr, **SECONDED** by Trustee Lange to reconvene in Open Session at 9:14 PM. **MOTION CARRIED UNANIMOUSLY.**

XI. ADJOURNMENT

MOTION by Mayor Nerbun, **SECONDED** by Citizen Member Streeter to adjourn the meeting at 9:15 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant
Village of Thiensville

Signed by,

Colleen Landisch-Hansen
Village Administrator/Village Clerk
Village of Thiensville