

**New Richmond Fire & Rescue Service**  
 106 South Arch Avenue  
 New Richmond, Wisconsin 54017

FIRE ADVISORY BOARD MEETING:  
 Un-Official Meeting Minutes of May 25, 2016.

CALL TO ORDER:  
 The meeting was called to order at 7:00 PM.

ROLL CALL:  
 The following (X'd) individuals were present at this meeting. All listed will receive a copy of these Meeting Minutes.

	Mike Darrow	City of New Richmond - City Administrator (715) 243-0401	mdarrow@newrichmondwi.gov
	Tanya Reigel	City of New Richmond - Clerk (715) 243-0403	treigel@newrichmondwi.gov
	Marie Bannik	City of New Richmond - Administrative (715) 246-4268	mbannik@newrichmondwi.gov
	Fred Horne	City of New Richmond - Mayor (715) 246-4268	mayorfred@newrichmondwi.gov
X	John VanDyk	Erin Prairie Township - Chairman (715) 246-5057	vandykjohn@yahoo.com
	Jackie Mitchell	Erin Prairie Township - Clerk (715) 246-5514	tep@Sunnylink.com
	Craig Kittel	New Richmond - City Council (District 1) (715) 246-3961	aldermankittel@newrichmondwi.gov
	Scottie Ard	New Richmond - City Council (District 2) (715) 338-6064	aldermanard@newrichmondwi.gov
	Jim Jackson	New Richmond - City Council (District 3) (715) 338-5041	aldermanjackson@newrichmondwi.gov
	Mike Montello	New Richmond - City Council (District 4) (715) 220-1750	aldermanmontello@newrichmondwi.gov
	Ron Volkert	New Richmond - City Council (District 5) (715) 220-6788	NA
X	Jim Zajkowski	New Richmond - City Council (District 6) (715) 246-6937	aldermanzajkowski@newrichmondwi.gov
X	Robin Haffner	New Richmond Fire & Rescue	rchaff@frontiernet.net
	Roger Lindloff	New Richmond Fire & Rescue	rwljml@hotmail.com
X	Jim Vander Wyst	New Richmond Fire & Rescue - Chief (715) 243-0424	nrfire@frontiernet.net
X	Dave Naser	Richmond Township - Supervisor (715) 417-0877	towny49@frontiernet.net
	Gary Knutson	Richmond Township - Chairman (715) 690-4661	glknutson@frontiernet.net
	Donna Preece	Richmond Township - Clerk (715) 246-4092	dpreece@frontiernet.net
X	Dick Hesselink	Stanton Township - Chairman (715) 248-3082	hesselinkracing@hotmail.com
	Sharon Balcerek	Stanton Township - Clerk (715) 248-4550	townofstanton@frontiernet.net
X	Scott Counter	Star Prairie Township - Chairman (715) 248-7765	scott@hometecbuilders.com
X	Joe Schachtner	Star Prairie Town - Board Member (612) 810-0043	powernut59@yahoo.com

	Mike Burke	Star Prairie Township - Clerk (715) 246-9878	townstarprairie@frontiernet.net
	Keith Karpenski	Town of Alden - Chairman (715) 554-2488	kkarpenski@aol.com
	Greg Frost	Town of Alden - Supervisor (763) 670-0212	g.frost.gf@gmail.com
	Judy Demulling	Town of Alden - Clerk (715) 248-7859	alden@townofalden.com
	Chad Peterson	Village of Star Prairie - Chairman (715) 220-9831	cmpeter2009@live.com
X	Dan Scheeringa	Village of Star Prairie - Board Member (715) 338-4890	ds7734@frontiernet.net
	Patsy Johnson	Village of Star Prairie - Clerk (715) 248-7231	starpv@frontiernet.net

PREVIOUS MEETING MINUTES:

- **October 26, 2015 Meeting Notes**

MOTION:

*A motion was made by Dan Scheeringa and seconded by Joe Schachtner to approve the October 26, 2015 Meeting Minutes as written. The motion carried.*

NEW BUSINESS:

- **2006 Precision Spartan Rescue Pumper Update  
(This vehicle will replace our existing vehicles 3265 and 3273)**
  - Johnson County Fire is ready to release the Precision Spartan Rescue Pumper vehicle. A few minor repairs are being made before we go and pick it up. The truck will then be driven to US Fire Safety in Rochester, Minnesota for foam pump installation. Our trucks 3265 (1997 Freightliner Pumper) and 3273 (1994 International Navstar Rescue) will be picked up by Brindlee Mountain Fire Apparatus or the Departments wanting them.
- **Five Year Plan and Vehicle Replacement Schedule**
  - Chief distributed the Five Year Plan Accomplishments document. All strategic planning topics were reviewed with the Board. Our long and short term goals were also discussed. This document is attached to these meeting minutes.
  - Discussion followed with the boat trailer conversion, the Chief's vehicle project, and Engine 3262's replacement for 2017.
- **Protective Services (Mike Darrow)**
  - Mr. Darrow was not able to attend tonight's meeting. This topic was shelved and will be discussed at a future Fire Advisory Board Meeting.
- **Set Next Meeting**
  - The next meeting will be scheduled for late June or early July after the 2006 Spartan Fire Truck is received and after some "soft" numbers are received for replacing two additional vehicles for a trailer, a new Chief's vehicle, and E-3262.

- **Additional**

- NRF&R just completed a live burn that provided over five hours of training. There is one other house that is available for future training.
- We participated at the Community Health Fair at Westfield's Hospital.
- We are participating in the Amazing Race again this year. This is an event for 7th graders at the New Richmond Middle School.
- Funfest is scheduled for July 7-10.
- We had 24 applicants for the Paid-On-Call Firefighter positions. Meetings were held with the City Council and Police and Fire Commission to approve the hiring of 7 applicants and start an eligibility list. The NRF&R New Recruits Committee will present their recommendations to all firefighter's at the May 31st Monthly Department Meeting.
- The Wisconsin College Board is currently reviewing firefighter educational requirements. Requirements will definitely be changing we are just not sure of the details yet.
- Chief VanderWyst briefly explained the Firefighter Educational Pay Scale which will be presented to the Fire Advisory Board with the 2017 Budget.

ADJOURNMENT:

- **Adjourn**

MOTION:

*A motion was made by Jim Zajkowski and seconded by Joe Schachtner to adjourn the meeting. The motion carried and the meeting adjourned at 7:43 PM.*

ATTACHMENTS:

- Five Year Plan Accomplishments

# New Richmond Fire & Rescue

## Advisory Board Meeting

May 25<sup>th</sup>, 2016

Five Year Plan Accomplishments:

### **Strategic Planning Topics / Topic # 1**

#### **Objective 1: Training officer has written a plan for 2015 and 2016**

To Date the following “outside classes” have been accomplished:

- 8 firefighters have accomplished Auto Extrication
- 2 firefighters – Certified Firefighter II
- All firefighters – Modern Fire Tactics
- 1 firefighter – Certified Ice Rescue
- All firefighters – LP Gas fires
- All firefighters – Car fires
- All firefighters – Structure fire simulator
- All firefighters – Auto extrication, Refresher
- 1 firefighter – Confined Space Technician

#### **Objectives 2 and 3**

Elections of Officers, assigned Committee – chairperson, Meet no less than once a year.

#### **Objective 4**

Department wide e-mailing updates / communications and training opportunities  
Begin Face book page

#### **Objective 5**

Create Apparatus & Equipment (2) Lead Operators Position  
The “go to people” will be responsible to be in the know for the equipment’s operation, maintenance and defining what training is needed for the equipment

#### **Objective 6**

Continue to explore and change SOGs to meet guidelines and training issues

## **Strategic Planning Topics / Topic # 2**

### **Objective 1**

Applied for the AFG for SCBAs upgrade / replacements

Applied for the FEMA Safer Grant – assist with new personnel / PPE

Purchased new Gas Meters, one has a Hydrogen Cyanide cell.

Implement IamR, a cell phone backup to pagers / directions are helpful.

### **Objective 2**

Currently working with the Rescue Pumper – coming June 8

### **Objective 3**

Continuing with MABAS, monthly meetings and monthly department drills

Implement Officer and Truck Boards

After 6 months – 2 County Fire Association meetings, implemented new 3M “lock” Velcro –  
1 month later found that it does not comply with MABAS, in process of changing back

### **Objective 4**

Continuing reviewing SOGs after most events and make changes accordingly

NOTE; WITC’s Fire Program is currently under review – changes -

### **Objective 5**

Continue to encourage firefighters to pickup additional education

## **Strategic Planning Topic # 3**

### **Objective 1**

Currently working with Jacks Truck & Trailer repair – Oil & Filters / DOT inspection

### **Objective 2**

Changed out rope repelling equipment and added new pulley and set-ups, added new harnesses

## **Strategic Planning Topic #5**

### **Objective 1**

Currently gearing up for the Rescue replacement vehicle

### **Objective 2**

Beginning to explorer changing out Rescue truck to trailer that includes new Chiefs vehicle

## **Strategic Planning Topic # 7**

Applied for FEMA AFG to replace SCBAs / Compressor / Increase to 4400 psi as new rules apply for SCBAs (Approximately \$105,000.00)

## **Strategic Planning topic #8**

### **Objective 1**

Through a grant from Westfields, purchasing 1 new AED and 1 Hand-me-down AED  
Matt Melby is purchasing the new one and giving us an old one – battery

## **Strategic Planning Topic # 10**

### **Short Term Goals**

Engine / Rescue Truck – soon to be here  
Replacing two vehicles for a trailer & Chiefs vehicle  
Three year plan with extrication tools is completed

### **Long Term Goals**

AED project is / will be completed  
Begin working on Main Engine Replacement