

Walworth County Fire/EMS Study Committee
June 22, 2017 Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin

The meeting was called to order by Chair Dale Wilson at 1:00 p.m.

Roll call was conducted, and a quorum of members was present: Chair Dale Wilson, Dave Nelson, Denise Pieroni, Bruce Vander Veen (arrived at 1:10 p.m.) and James Weiss.

Dr. Steve Andrews, Dr. James MacNeal, Ken Monroe, Fred Schalow and County Administrator David Bretl were in also attendance.

James Weiss made a motion, seconded by Dave Nelson, to approve the agenda. Motion carried 4-0.

Denise Pieroni made a motion, seconded by Dave Nelson, to approve the May 18, 2017 meeting minutes. Motion carried by voice vote.

Public comment period – There was none.

Follow-up regarding Walworth County 911 mapping detail

Chair Wilson followed up with Captain Jamie Green at the Sheriff's Office. There is a layer in the County's GIS system that has icons depicting where fire stations are located, and a separate sheet would show addresses and locations, but unfortunately the maps do not show "department" service areas.

Discussion and possible action regarding surveying Fire/EMS departments and local government

Denise Pieroni made a motion, seconded by James Weiss, to approve the Governing Body Survey as revised. Motion carried 5-0.

Fire/EMS Personnel Survey

Discussion ensued about revisions to certain questions, and the following changes were recommended:

Question 15: Revise to read: "Please provide a map depicting your department's service area, boundaries and station locations."

In Questions 40 and 41 concerning revenue and expenditures, add after total revenues: "including donations and fund raised dollars."

Add a question AFTER Question 41: 42. "Detail your agency's next five anticipated capital expenditures and when you expect those expenditures to occur." (Add the same question for EMS.)

Renumber the remaining questions.

Denise Pieroni made a motion, seconded by Chair Wilson, to approve the Fire/Ems Personnel Survey questions as modified. Motion carried 5-0.

Discussion and possible action regarding transmittal letter for Fire/EMS and Governmental Body Surveys

County Administrator David Bretl said the Intergovernmental Cooperation Council (ICC) meets on Tuesday, June 27. He will distribute copies of the Governing Body Survey at the meeting. The Fire Chiefs meeting is scheduled for July 12 in LaGrange, and copies of the Fire/EMS Personnel Surveys will

be distributed at that meeting. Discussion was held on appropriate language to put in the transmittal letters. Ms. Pieroni recommended setting a deadline for responses, and offering to provide a facilitator to those who need assistance in completing the surveys. Consensus was to encourage the municipalities and Fire/EMS units to involve everyone in their organizations to participate in responding to the questions. Mr. Nelson suggested including a sentence that responses and input from fire/EMS personnel will be critical in making future recommendations. Chair Wilson will draft the transmittal letter for the Fire/EMS personnel and email it to the committee. If there are no objections, he and Vice Chair Peters will sign them and send them out after the ICC and Fire meetings. Directive was to request all responses be submitted by September 15. Dr. MacNeal asked if Polco could assist in preparing the preliminary tabulation of the responses, and Bretl said they wouldn't work with hard copies of data. Chair Wilson suggested staff might be able to help out.

Bretl will author the letter of transmittal to the municipalities, advising them how the survey committee was formed, a recap of meetings to date, the purpose of the survey, and that they will be receiving them in the mail for response by September 15. Assistance will be available upon request by the municipality. Bretl will contact an organization that might be able to act as facilitators for the survey completion. He will report back at the next meeting.

Discussion and possible action regarding creation of potential survey of county residents relative to Fire/EMS services

Chair Wilson asked for input from the Committee. Mr. Nelson suggested asking Polco to compile some sample questions. Chair Wilson said any surveys conducted by Polco require County Board approval. Ms. Pieroni suggested asking citizens what level of service they desire and whether they would be willing to pay for it. Another potential question would be whether sharing services among communities would be acceptable. Chair Wilson, Denis Pieroni and Vice Chair Peters will serve on the subcommittee to draft questions for the citizen survey. The meeting will be held in July. Chair Wilson will post the date.

Discussion regarding next steps the Committee should take in the Fire/EMS study

Bretl asked if someone from the Committee wanted to attend the ICC meeting, and Denise Pieroni said she would be there for that portion of the meeting. Bretl read his draft of the transmittal letter for the Governing Body Surveys and said he would distribute them at the ICC meeting. Bruce Vander Veen and Dave Nelson will be at the July 12th Fire Chiefs meeting, and will take copies of the surveys to distribute and answer questions. After the Chiefs meeting, Wilson will send out the Fire/EMS transmittal letters, to be signed by him and Vice Chair Peters.

Public comment period – There was none.

Confirmation of next meeting date and time: The citizen survey subcommittee will be held in July, and the regular Fire/EMS Study Committee meeting will be Thursday, August 10, 2017 at 1:00 p.m.

Adjournment

On motion by Dave Nelson, seconded by James Weiss, Chair Wilson adjourned the meeting at 2:28 p.m.