

**WISCONSIN FIRE SERVICE ADMINISTRATIVE ASSOCIATION
MEETING MINUTES
THURSDAY, JUNE 20, 2019**

Call Meeting to Order

The meeting was called to order at 2:06 PM by President Andrea Peters.

In attendance:

Barron, Amy – Wauwatosa
Bongard, Shawna – Delton
Ellis, Tara – Neenah-Menasha
Essex, Chris – Portage
Hill, Janean - Mazomarnie
Klotz, Amy – Sun Prairie
Letto, Lana – Beaver Dam
Peters, Andrea – Watertown
Roessler, Mary – Middleton
Rykowski, Debra – Beloit
Schuh, Lisa – Grand Chute
Shelton, Meredith – Fitchburg
Williams, Kelly – West Bend

Approval of Minutes

MOTION: To approve the March 6, 2019, meeting minutes
(1) Letto (2) Roessler
Aye: Barron, Bongard, Ellis, Essex, Hill, Klotz, Letto, Peters, Roessler, Rykowski, Schuh,
Shelton, Williams
Nay: None

Treasurer's Report

Mary distributed the Treasurer's Report. She noted a balance of approximately \$3,442.00 as of June 18, 2019. An audit of the treasurer's records will need to be done at our August meeting.

MOTION: To approve the treasurer's report
(1) Essex (2) Rykowski
Aye: Barron, Bongard, Ellis, Essex, Hill, Klotz, Letto, Peters, Roessler, Rykowski, Schuh,
Shelton, Williams
Nay: None

Old Business

Membership Dues – President Peters asked if any departments had any feedback regarding the 2019 membership dues increase. No one stated their departments had any issues with the dues increase. Membership dues will remain the same for 2020.

Website Status – The website has been updated. The membership stated they would like a google doc's area to share documents. President Peters will work on getting that going. She will also work on getting our portion of the WSFCA website removed and linking it to our new site instead.

Blanket Fundraiser – Stacey Hoeft did the leg work and got a blanket sample. You can request a free blanket sample for your department. The member would then be responsible for taking orders and collecting money. There is a minimum of 12 blankets per order of the same size and style. The member would pay and then the company will cut WFSAA a check for \$5 per blanket ordered. President Peters will make contact and get it set up and send out the order forms.

New Business

MESA – President Peters apologized for the lack of the organization at the conference. WSFCA has terminated their contract with SAMI as the management company. MESA will take over in August of 2019. Adam Theisen has been named the Executive Director for WSFCA. Needless to say things are very awkward having both companies attend the conference this year. Sandy and Jennifer are the only ones here from SAMI so our association will need to step up to help out as much as possible. Every year we have been asked to do more and more. Mark from MESA informed the association that Chief's has never gotten a discount for our services. The new company is very willing to work with us in the future but we are unsure of what our role will be. We will invite MESA to come to one of our meetings. Members should start lists of the likes and dislikes at the conference, include meals, meal tickets, ap, etc...

Presidents Report

IFSAP Conference Recap – Barron, Roessler, and Peters attended the IFSAP Conference in April. The speakers were excellent and there was a couple speakers that we would be interested in inviting to speak at one of our meetings. We are also exploring the possibility of partnering with IFSAP at their conference in the future.

Name Badges – The name badges that we are currently using are very nice but they are expensive and difficult to change. Peters showed the membership her name badge from IFSAP which is a plastic holder with a piece of card stock that is printed from the computer. This would be a more cost effective option. They could be printed immediately when new members join and sent out in the welcome packs. The membership stated that they would prefer business card size. PCS Nametag has them online.

MOTION: To approve the purchase of supplies for making new name badges for the entire membership
(1) Roessler (2) Ellis
Aye: Barron, Bongard, Ellis, Essex, Hill, Klotz, Letto, Peters, Roessler, Rykowski, Schuh, Shelton, Williams
Nay: None

Future WSFCA Conference Dates – The conference will be in the Wisconsin Dells again in 2020 but then moving to Green Bay for two years before coming back to the Dells in 2023. Mark your calendars now so you can join us next year.

June 25-28, 2020 Kalahari, Wisconsin Dells

June 23-27, 2021 KI Center, Green Bay

June 22-26, 2022 KI Center, Green Bay

2023, 2024, 2025 Wisconsin Dells

Committee Reports:

Administrative Committee (Wenzel, Williams) – No Report

Education Committee (Barron, Pieper, Doty, Rykowski)

- Human Trafficking Training at August Meeting
- Networking and Holiday Pot Lock at November Meeting
- Any speaker ideas please let us know.

Fundraising Committee (Roessler, Smith)

- Thank you to all the members who made donations for the basket raffle this year. It really helped to offset the cost to make great baskets. Roessler only spent \$118. Last year's raffle made \$800 and we are hoping to surpass that this year. The entire profit from this year's raffle will go into the association account for training.

Conference Committee (Peters, Barron, Roessler)

- The board will be meeting with MESA after the conference to see how we will be needed at next year's conference.

MOTION: To adjourn at 2:54 pm.

(1) Shelton (2) Letto

Aye: Barron, Bongard, Ellis, Essex, Hill, Klotz, Letto, Peters, Roessler, Rykowski, Schuh, Shelton, Williams

Nay: None

NEXT MEETING: August 28, 2019, in Wausau.

Minutes submitted by Amy Barron.