

**WISCONSIN FIRE SERVICE ADMINISTRATIVE ASSOCIATION
MEETING MINUTES
WEDNESDAY, AUGUST 28, 2019
LOCATION: WAUSAU FIRE DEPARTMENT**

Call Meeting to Order

The meeting was called to order at 10:00 a.m. by President Andrea Peters.

In attendance:

Barron, Amy – Wauwau Fire Dept.
Beno, Lynn – Green Bay Metro Fire
Essex, Chris – Portage Fire Dept.
Hill, Jenean – Mazomanie Fire Dept.
Johnson, Jana – Merrill Fire Dept.
Panzer, Lori – Marshfield Fire & Rescue
Peters, Andrea – Watertown Fire Dept.
Pieper, Tami – Chippewa Falls Fire & EMS
Roessler, Mary – Middleton Fire District
Simons, Amanda – Stevens Point Fire Dept.
Schuh, Lisa – Grand Chute Fire Dept.
Shelton, Meredith – Fitchburg Fire Dept.
Walker, Mindy – Wausau Fire Dept.
Wenzel, Kerry – North Shore Fire Dept.
Wilcox, Nancy – Appleton Fire Dept.
Williams, Kelly – West Bend Fire Dept.
Zarecki, Brittany – Plover Fire Dept.

Chief Tracy Kujawa welcomed the group to Wausau Fire Department and thanked our organization for the work we continue to do.

Pledge of Allegiance

Approval of Minutes

MOTION: To approve the June 20, 2019 meeting minutes
(1) Roessler (2) Schuh
Motion carried unanimously.

4. Treasurer's Report

Mary distributed the Treasurer's Report noting the starting balance was approximately \$3,442. Expenses for the period were approximately \$2,397 and incoming funds were approximately \$1,128. Ending balance as of August 26, 2019 is \$2,172.65.

MOTION: To approve the treasurer's report
(1) Shelton (2) Simons
Motion carried unanimously.

Old Business

Website Status – A link will be sent to the Google Drive so members can access any information and forms from the organization. Feel free to take and submit pictures for the website. We are looking to update this area.

Blanket Fundraiser – The Association is looking for someone to take the lead on this project and be the contact person for our group. Each Department will sell their own and each Department will facilitate getting the form ready. The group thought it would make sense for Stacey Hoeft to continue as the lead on this project due to her past involvement. Andrea will touch base with Stacey.

New Business

Nametags – As a reminder from our June meeting, the Association voted to move away from our current nametags due to cost. Andrea brought several samples of different nametag styles for membership to vote on. She will provide nametags to everyone at the November meeting.

Presidents Report

Conference Recap – Andrea gave an overview of this year's Fire Chief's Conference. Just prior to the event, the Chief's Association solicited RFPs for a new management company. MESA received the winning bid. MESA is an offshoot of WEMSA. We will look to work closely with MESA to help Conference run smoothly in 2020. The Board has already met with some of the leadership at MESA and they seem interested in our assistance and feedback.

2020 Meeting Dates – With consensus from the membership, the following meeting dates have been set:

- March 11, 2020 – Grand Chute Fire
- June 25, 2020 – Conference in Wisconsin Dells
- August 19, 2020 – Chippewa Falls Fire
- December 2, 2020 – Stevens Point Fire

West Bend Fire indicated they would be willing to host in 2021 or as an alternate if one of the above Departments cannot.

Committee Reports:

Administrative Committee (Wenzel, Williams) – The Committee will look at the ByLaws and will provide a report in November with any potential changes.

Education Committee (Barron, Pieper, Doty, Rykowski) – Tami is looking for feedback from the Association regarding speaker topics for 2020. Amy stated they had great speakers at IFSAP and may look at some of those for the future. Other suggestions included: CPR training, personal/physical wellness, mental wellness, any training provided by CVMIC.

Fundraising Committee (Roessler, Smith) – The raffle at the Chief's Conference was a success. After expenses, there was a profit of approximately \$861.

Conference Committee (Peters, Barron, Roessler) – At this point, we know the date and management group for the 2020 conference, but do not have further information.

MOTION: To adjourn at 11:06 a.m.
(1) Walker (2) Essex
Motion carried unanimously.

NEXT MEETING: November 13, 2019 at Fitchburg Fire Department.

Minutes submitted by Kerry Wenzel.