

**WISCONSIN FIRE SERVICE ADMINISTRATIVE ASSOCIATION
MEETING MINUTES
WEDNESDAY, APRIL 14, 2021
LOCATION: VIRTUAL VIA ZOOM**

1. Call Meeting to Order

The meeting was called to order at 10:00 a.m. by President Andrea Peters. The Association welcomed Eliz Green for the first 90 minutes for training.

In attendance:

Barron, Amy – Wauwatosa Fire Dept.
Beno, Lynn – Green Bay Fire Dept.
Bruns, Debbie – Janesville Fire Dept.
DeSerio, Denise – Madison Fire Dept.
Fassbender, Lana – Beaver Dam Fire Dept.
Johnson, Jana – Merrill Fire Dept.
Kern, Carin – Hudson Fire Dept.
Klotz, Amy – Stevens Point Fire Dept
Latimer, Cher – South Area Fire & Emergency Response
Panzer, Lori – Marshfield Fire & Rescue
Peters, Andrea – Watertown Fire Dept.
Roessler, Mary – Middleton Fire Dept.
Schroeder, Tracy – Janesville Fire Dept.
Severson, Amber – LaCrosse Fire Dept.
Simons, Amanda – Stevens Point Fire Dept.
Shelton, Meredith – Fitchburg Fire Dept.
Wenzel, Kerry – North Shore Fire Dept.
Wilcox, Nancy – Appleton Fire Dept.
Williams, Kelly – West Bend Fire Dept.
Zarecki, Brittany, Plover Fire Dept.

2. INTRODUCTIONS AND ROUND TABLE

3. APPROVAL OF MINUTES – DECEMBER 2, 2020

MOTION: To approve the December 2, 2020 meeting minutes as presented.
(1) Roessler (2) Shelton
Motion carried unanimously.

4. ELECTION OF OFFICERS

Andrea advised the group we have two positions open for election this year: President and Treasurer. She stated she received nominations through email for each position. She opened the floor for any additional nominations for these positions. There were no additional nominations.

MOTION: To maintain the following positions: Andrea Peters as President and Mary Roessler as Treasurer.
(1) Shelton (2) Wenzel
Motion carried unanimously.

5. TREASURER'S REPORT – MARY ROESSLER

The Treasurer's report dated April 13, 2021 was reviewed. Deposits of \$2,475 for 2021 membership dues and expenses of \$1,135.39 were reported. Ending balance as of April 13, 2021 is \$4,012.91.

MOTION: To approve the Treasurer report dated April 13, 2021
(1) Fassbender (2) Barron
Motion carried unanimously.

6. PRESIDENT'S REPORT

Andrea briefed the Association on the Chief's Conference scheduled for June in Green Bay. WAM is now the company hired by the Chief's group to organize the conference. Staffing levels are still being determined. The Association will not have to staff the registration booth on Friday afternoon so our membership can partake in training.

The June meeting date/time was discussed. Andrea will send an email to the group to solicit feedback to determine the best date/time.

7. NEW BUSINESS

- a. Meeting dates:
 - i. June 25, 2021 – Final date/time TBD
 - ii. August 25, 2021 (location TBD)
 - iii. November 10, 2021 – Appleton FD
- b. WFSAA Apparel – Contact Amy Barron if you need any WFSAA apparel for conference. We do have time to order and receive items before conference so if anyone is interested in opening the store, let her know.

8. COMMITTEE REPORTS:

- a. Administrative Committee (Wenzel, Williams) – No report.
- b. Education Committee (Barron, Piper, Doty, Rykowski) – If anyone has ideas for training for August or November, contact Amy.
- c. Fundraising Committee (Roessler, Smith) – Mary stated the Board decided the raffle during Chief's Conference will not happen this year. Financially, the Association is in a good place due to low expenses in 2020 so conducting a raffle to raise money for our organization was not needed this year.
- d. Conference Committee (Peters, Schuh, Lukas, Barron, Roessler) – No report.

9. ADJOURN

MOTION: To adjourn at 11:54 a.m.
(1) Roessler (2) Latimer
Motion carried unanimously.

NEXT MEETING: WSFCA Conference – Green Bay

Minutes submitted by Kerry Wenzel.