

**WISCONSIN FIRE SERVICE ADMINISTRATIVE ASSOCIATION  
MEETING MINUTES  
WEDNESDAY, MARCH 9, 2022  
LOCATION: SAFER DISTRICT**

**1. CALL TO ORDER**

The meeting was called to order at 12:05 p.m. by President Andrea Peters. She thanked Mindy for organizing today's speaker, Traci Tauferner from Advanced Physical Therapy. The feedback from today's session was very positive. The Association thanked Cher for hosting the group today.

In attendance:

Barron, Amy – Wauwatosa Fire Dept.  
Beno, Lynn – Green Bay Metro Fire Dept.  
Brochtrup, Sharon – Appleton Fire Dept., virtual  
Bruns, Debbie (and Amanda) – Janesville Fire Dept., virtual  
Campbell, Karley – Sheboygan Fire Dept.  
Fassbender, Lana – Beaver Dam Fire Dept.  
Latimer, Cher – South Area Fire District  
Peters, Andrea – Watertown Fire Dept  
Roessler, Mary – Middleton Fire Dept.  
Rosch, Sandy – Lake Country Fire Dept., virtual  
Simons, Amanda – Stevens Point Fire Dept.  
Walker, Mindy – Wausau Fire Dept.  
Wallmuller, Kim – Oshkosh Fire Dept., virtual  
Wenzel, Kerry – North Shore Fire Dept.  
Williams, Kelly – West Bend Fire Dept.  
Zarecki, Brittany – Plover Fire Dept.

**2. PLEDGE OF ALLEGIANCE**

The pledge was led by President Peters.

**3. INTRODUCTIONS**

Introductions were held during the training portion of today's session.

**4. APPROVAL OF MINUTES FROM PREVIOUS MEETING: NOVEMBER 10, 2021**

**MOTION:** To approve the November 10, 2021 minutes as presented.  
(1) Simons (2) Fassbender  
Motion carried unanimously.

**5. ELECTION OF OFFICERS**

President Peters stated there are two positions open for this year's election: Vice President and Secretary. She received one nomination, for Amy Barron, for the position of Vice President. She opened the floor for nominations. There were none.

**MOTION:** To nominate Amy Barron to the position of Vice President.  
(1) Wenzel (2) Roessler  
Motion carried unanimously.

President Peters received one nomination, for Mindy Walker, for the position of Secretary. She opened the floor for nominations. There were none.

**MOTION:** To nominate Mindy Walker to the position of Secretary.  
(1) Barron (2) Latimer  
Motion carried unanimously.

## **6. TREASURER'S REPORT – MARY ROESSLER**

Treasurer Roessler presented the Treasurer's Report including revenue and expenses for the period ending March 4, 2022. The Association currently has \$3,359.87 in the checking account.

**MOTION:** To approve the Treasurer's Report dated March 4, 2022  
(1) Walker (2) Zarecki  
Motion carried unanimously.

## **7. PRESIDENT'S REPORT**

President Peters stated she has been in contact with the management company for the Chief's Conference. The feedback received from the 2021 conference was positive and supportive of the Association continuing to assist at the Conference. She added the Board agreed that the Association will not host our own education track this year. Members are encouraged to take advantage of the other educational opportunities already offered throughout the conference. We will be looking to host our June meeting on Friday, June 24.

The management company will pay for rooms for members who will be working at the Conference. If you need a room, let Andrea know.

Discussion followed regarding taking advantage of the opportunity to sponsor a hole at the golf outing. The sponsorship would allow the Association to sell raffle tickets for our fundraising efforts and allow greater exposure to our organization.

**MOTION:** To approve a Hole Sponsorship at this year's Chief's Golf Outing.  
(1) Fassbender (2) Williams  
Motion carried unanimously.

Lynn and Lana, and possibly Sandy, will work together for the golf outing.

## **8. OLD BUSINESS**

Vice President Barron stated she has shirts available if members haven't received a WFSAA polo yet. Every member will receive one polo. Contact Amy with your needs. We also have a site through Eagle Engraving that offers additional WFSAA branded clothing.

President Peters reviewed the remaining meeting dates for 2022.

- June 24, 2022 in Green Bay at Chief's Conference.
- September 21, 2022. Suggestions for Beaver Dam, Middleton, or Watertown. Amy will reach out to our scheduled speaker for her meeting location preference.
- November 30, 2022 in Marshfield

## **9. NEW BUSINESS**

Vice President Barron discussed the need from her municipality to pay for everything using a credit card. Paying annual dues has become difficult. Discussion followed regarding using different methods and the potential fees associated with those transactions. Treasurer Roessler stated she would not be in favor of accepting credit card payments. Further legwork would need to be done to support this option.

## **10. ESTABLISH COMMITTEE ASSIGNMENTS**

President Peters stated we need to re-establish our Committee Assignments. The following assignments were made:

- Administrative Committee: Lynn, Carrie
- Education Committee: Karley, Amanda
- Fundraising Committee: Mary, Kerry, Ashley (Janesville)
- Conference Committee: Andrea

## **11. ADJOURN**

The meeting was adjourned at 1:05 p.m.

**NEXT MEETING: JUNE 24, 2022 – GREEN BAY – CHIEF'S CONFERENCE**

Minutes submitted by Kerry Wenzel.