

WISCONSIN FIRE SERVICE ADMINISTRATIVE ASSOCIATION

MEETING MINUTES

TUESDAY, NOVEMBER 19, 2024, AT 10:00 AM

LOCATION: GRAND CHUTE FD, 2250 W GRAND CHUTE BLVD, GRAND CHUTE, WI 54913

1. CALL TO ORDER

The meeting was called to order at 10:05 am by President Andrea Peters.

In attendance:

Beno, Lynn – Green Bay Metro Fire Department
Bordeaux, Savannah – Fox Crossing Fire Department
Brochtrup, Sharon – Appleton Fire Department
Ellis, Tara – Neenah-Menasha Fire Rescue
Fassbender, Lana – Beaver Dam Fire Department
Jennings, Mitzi – Lake Delton Fire Department (online)
Latimer, Cher – SAFER Fire District
Leick, Ashley – Janesville Fire Department (online)
Muentner, Lori – Fond du Lac Fire Rescue
Mueller, Tammy – Grand Chute Fire Department
Nielson, Staci – Lake Country Fire & Rescue
Panzer, Lori – Marshfield Fire & Rescue (online)
Peters, Andrea – Watertown Fire Department
Rummel, Amy – Wauwatosa Fire Department
Rykowski, Debbie – Beloit Fire Department
Walker, Mindy – Wausau Fire Department
Wallmuller, Kim – Oshkosh Fire Department
Wenzel, Kerry – North Shore Fire Department
Williams, Kelly – West Bend Fire Department
Zarecki, Brittany – Plover Fire Department

2. PLEDGE OF ALLEGIANCE

The pledge was led by President Peters.

3. INTRODUCTIONS/PRESENTATION

Chief Denzien welcomed our group. Presenter Michael Wos, Executive Director presented on the PFFW Charitable Foundation. He spoke about many aspects of the PFFW Charitable Foundation and services they offer for mental health services, peer support, etc. Please reach out to Michael if you have any questions or would like further information. Walker will forward additional information to everyone that Michael shares.

Our members present in person and online introduced themselves.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING: JUNE 21, 2024

MOTION: To approve the minutes as presented.
(1) Fassbender (2) Muentner
Motion carried unanimously.

5. TREASURER'S REPORT – CHER LATIMER

Latimer reviewed the Treasurer's report from 6/14 – 11/14/24. She reviewed all expenses and revenues from the Chief's conference. After everything was combined, we lost \$33.

MOTION: To approve the Treasurer's report
(1) Nielson (2) Mueller
Motion carried unanimously.

Peters questioned whether we thought the Weary Traveler's event was part of the reason that we didn't sell more tickets. With the concert outside, we didn't sell as many as last year. The association discussed the difference in revenue. Zarecki mentioned that there were a lot of items left over from the golf outing, so we would not need to purchase as much next year.

6. PRESIDENTS REPORT – ANDREA PETERS

Nothing to share that isn't noted elsewhere.

7. OLD BUSINESS

- a. Update on completion of Sixth Bugle Conference

Peters noted that we received a lot of positive feedback, and it seemed that majority of participants had a great time. Peters discussed plans for next year's conference and noted the Board has an upcoming meeting with Rudy and will update everyone after that meeting.

8. NEW BUSINESS

- a. New officer Nominations (President and Treasurer)

Peters reminded the Association that President and Treasurer will be up for elections at the first meeting of 2025. Please start thinking about anyone you'd like to nominate or if you are interested in those positions yourself. Nominations should be sent to the Chair of the Administrative Committee (Rykowski) at least 30 days prior to the first meeting in 2025.

- b. Discussion regarding possible training at Winter In-Service (Chief Lipski suggestion)

After the Sixth Bugle conference, Chief Lipski suggested to WAM that we have a presence at their Winter In-Service to discuss what works and doesn't with Chief's and how Chief's work with civilian

staff. Peters and Rummel discussed an email from WAM regarding the request. Walker read the email to the association members. There were no volunteers from the association for this request.

c. Other new business

Walker indicated that she had one item of new business to discuss. Amanda Lettman, who was an intern with Advanced Physical Therapy, reached out regarding her graduate research project. She is looking for personnel to complete a survey to assist with her project. The survey is targeted toward those who know utilization of Advanced Therapy (AT) services and department organization specifics, meaning those in administration. She is currently having issues with the link to the survey and will forward to Walker once she has it fixed. Walker indicated that she would send the informational flyer and link to the association members once she received it from Amanda.

9. UPDATE FROM COMMITTEES

- Administrative Committee: Lynn, Debbie

Lynn will be resigning from the Administrative Committee. Debbie will be the new Chair of the committee. Peters noted that if anyone was interested, please email a board member with your interest.

- Fundraising Committee: Kerry, Cher, Taylor

No updates from the Fundraising Committee.

- Education Committee: Karley, Staci

No members were present. Staci indicated that she would be interested in joining this committee.

- Conference Committee: Andrea, Kim

The Association discussed the State Chief's conference and whether we had a desire to participate next year and at what level of assistance. Peters noted it is nice that they allow our members to attend classes, but they are not always beneficial to us, or we are busy working other parts of the conference. Peters and Muentner will make plans for the Education Conference and maybe including some education opportunities for our association.

Kim noted that she would be interested in joining this committee.

10. ROUNDTABLE DISCUSSION, IF TIME PERMITS

A roundtable discussion happened during lunch break as well as once we resumed the meeting.

11. SCHEDULE FOR NEXT MEETING

Peters noted the board will get together and pick dates and will send those out. If anyone wants to volunteer to host, let the board know. North Shore and Fond du Lac volunteered to host.

12. ADJOURN

The meeting was adjourned at 01:11 pm. Wenzel made a motion to adjourn, second by Wallmuller. Motion carried unanimously.

The association took a break for lunch at 11:56 am and resumed the meeting at 12:34 pm.

Minutes submitted by Mindy Walker