

Fire Rescue Task Force

June 26, 2013

6:30 p.m.

City Manager's Conference Room
City of Whitewater Municipal Building, 2nd Floor
312 W Whitewater Street, Whitewater, Wisconsin

MINUTES

1. Call to Order

The meeting was called to order by Dr. Ken Kidd at 6:29 p.m. Members present: Don Gregoire (Fire Chief), Todd Lindert (Rescue), Ken Kidd (Council). Absent: Jan Bilgen. Others present: Patrick Wellnitz (1st Assistant Chief), Mike Higgins (2nd Assistant Chief), Terry Malone and Cameron Clapper (City Manager).

2. Set format for ESCI consultant visit July 24th through July 25th and identify stakeholders to be interviewed.

The Task Force directed City staff to get in touch with the project lead on the operations study and work with him to establish the itinerary or layout of the field visit. Staff was instructed to recommend the following stakeholder groups and meetings to the consultant:

- 1) Focus group for Fire Service volunteers
- 2) Focus group for Technical Rescue volunteers
- 3) Focus group for EMT/EMS volunteers

We would want to establish also Survey Monkey surveys for all of those groups as well as a Survey Monkey survey possibly for town boards of surrounding townships who receive service from the city.

- 4) Focus group for Police and Fire Commission
- 5) Meeting with both medical directors for the Whitewater Rescue Division
- 6) Meeting with Fire Department chiefs
- 7) Meeting with the Company officers
- 8) Meeting with EMS Company officers
- 9) Meeting with Neighborhood Service regarding demographic and GIS data
- 10) Meeting with Police regarding communications center data

- 11) Meeting with City Manager
- 12) Meeting with Task Force
- 13) Meeting with Common Council
- 14) Meeting with Finance

Meeting at Fire Station to conduct a of walk-through inspection of fire/rescue facilities, equipment, and apparatus.

The Task Force reviewed the list of items requested electronically and in hard copy format by the consultant, ESCI, from the City of Whitewater. All requested information will be submitted to the City Manager via the Confidential Executive by July 10th. One hard copy of the requested information will be assembled in four 3-ring binders and one electronic version. Staff was directed to get an updated schedule for the field visit from the consultant as soon as possible.

3. Discussion and possible direction regarding Jim Olsen's resignation from the task force.

The Task Force discussed the need to fill the vacant Councilmember position on the Task Force. It was moved by Lindert, seconded by Gregoire to recommend and request that Council select another councilmember to serve on the committee with the rest of the Fire and Rescue Task Force members. Ayes: Gregoire, Lindert, Kidd. Noes: None. Absent: Jan Bilgen.

4. Adjournment

A motion was made by Lindert, seconded by Gregoire to adjourn the meeting. Ayes: Gregoire, Lindert, Kidd. Noes: None. Absent: Jan Bilgen. The meeting adjourned at 8:30 p.m.