

Chippewa Fire District  
District Officers Meeting Minutes  
May 2nd, 2019 at 19:30 – Town of Wheaton – Station 2

1. **Meeting called to order** by Chief Scott Bernette at 1930 hours with 13 Officers present.
2. **January Meeting Minutes** – Motion made by Jeff Frederick and seconded by Duane Wallsch to approve as posted on the website. Motion passed on a unanimous voice vote.
3. **Training:** SPS 330 FIRE DEPARTMENT SAFETY AND HEALTH STANDARDS: SPS 330.09 - Apparatus and SPS 330.10 – Portable Equipment.
4. **Old Business:**
  - A. The IAmResponding Software update - John Andersen stated that the MOU Agreement was reviewed and signed this morning. Next step it that every department chief will get an account setup. It will be the responsibility for that department to set up an account for every member on their department. Will have the option to have fire only, EMS only, or fire and EMS notifications. Members will have the ability to have an app on your smart phone. The member can customize notification and profile. Members that wish to use this notification option, the district will need the cell number and provider to get the notification. Looking at a grant for Samsung 55" WIFI Smart TV which will allow for the app to be put on the TV. More on this topic at the next meeting.
  - B. Rescue Task Force: Capt. Ron Wolf presented MOG 3209 Rescue Task Force (RTF) as posted on the web site. MOG was read at the meeting. Discussion was held on command, training of personal, and possible responses. No corrections at this time suggested to the MOG at this time. Training will start with next month and continue for the next few months.
  - C. SOP 104 Qualification and Membership – Review of changes posted on the web page from last meeting. Officers present approve this to be brought to Fire Commission at July's meeting.
  - D. CFD Run Report & Sign in Sheets (SOP 101 & SOP 105) Fire calls: IC or designee is to complete and fax the CFD Run Report (form is on webpage) to Station 1 per current SOP 101. Faxed reports will be place in Fire Chief Mail Box. All sign in sheets for fire calls training, meetings, EMS calls, & station/equipment Session (a.k.a. truck checks or work details), etc. are to be filled out completely faxed to Station 1 after the event per current SOPs and to comply with SPS 330. All faxed CFD Run Reports and sign in sheets will be place in Fire Chief Mail Box.
5. **New Business:**
  - A. Update on Over the Road & Vehicle Skill Sheets – spread sheets passed out to each station on members training per SPS 330 for Driver Operator in the members file. The in-house forms were reviewed and why the documentation is needed. Completion date is October 2019.
  - B. Safety Concern (Need for IC / Safety) – Dan Enestvedt talked about the need of an Incident Commander (IC) on all call. Possibly suggested an On-Call Officer assigned IC duties. Discussion on filling the IC position with the first member or duty crew member on scene and passing command to a senior officer as needed. The safety position should be filled using the Assistant Chiefs or Training Officers to fill the position. To fill an on-call paid position for this IC the budget currently does not support that.

- C. New Station 1 Officer Appointments – Station 1 member Clayton McTaggart has been appointed as interim District 12 - Captain and Station 3 member Eric Hennlich has been appointed as interim District 35 Assistant Training Officers
- 6. Adjournment: Motion made to adjourn at 20:43 by Cory Jeffers and seconded by Chuck Smith. Motion carried on a unanimous voice vote.