

Chippewa Fire District
District Officers Meeting Minutes
September 12th, 2019 at 19:30 – Village of Lake Hallie – Station 1

1. **Meeting called to order** by Chief Scott Bernette at 19:30 hours with 15 Officers present.
2. **January Meeting Minutes** – Motion made by Cory Jeffers and seconded by Chuck Smith to approve as posted on the website. Motion passed on a unanimous voice vote.
3. **Training:** Training was held for the new Employee Assistance Program presented by Holly Hakes from REALiving. Chief Bernette presented training on SPS 330 Subchapter XI — Medical: SPS 330.15 Physical and medical capabilities and SPS 330 Subchapter XII — Member Assistance Referral Program: SPS 330.16 Member assistance referral program
4. **Old Business:**
 - A. The IAMResponding Software update - John Andersen stated everyone is up and running but one fire department. They will go live once this department is on line which will be done in a week or so. Test calls and announcements have been received. Station 1 will be testing a remote TV for the app bay. Also, covered was how to create and edit a member's profile, how to login to the software from a pc, installing and use the app, and several message features. More on this topic and training at the next meeting.
 - B. Update on Over the Road & Vehicle Skill Sheets:
 - Station 1 report given by TO Bias that 95% of all members are checked off and all new members required to take the ELDO are signed up or will be.
 - Station 2 report given by TO Gerrits that one member has yet to check off.
 - Station 3 report given by TO Dan Enestvedt that 8 members yet to check off.
 - Station 6 report given by DC Wallsch that they are just about done at that time.

There was a review of why this needs to be complete and why the documentation is required to comply with SPS 330. Completion date is set for October 1st, 2019, per SPS 330. Chief Bernette pointed out that if a member does not wish to complete this training or get checked off, they will not be authorized to drive District vehicles after 10/1/2019 until it is completed. All completed sheets must be turned in by 10/1/2019 or when completed. If these forms not in a members file, they will not be authorized to operate district equipment.

5. **New Business:**
 - A. Updates to SOP 100 Definitions: Chief Bernette went over the proposed changes to the policy. Motion was made by Cory Jeffers and seconded Duane Wallsch to approve as posted on the webpage for Board approval. Motion carried on a unanimous voice vote.
 - B. Updates to SOP 104 Qualification and Membership – Officers Minimum Standards: Chuck Smith went over proposed changes to minimum qualification for appointed and or elected Officers. There was a discussion that followed. Motion made by Jeff Frederick and second by Cory Jeffers. Motion carried on 14-1 vote.
 - C. Updates to SOP 104 Qualification and Membership - Associate Membership: John Andersen went over proposed change to include Associate Membership status with the District. There was a

discussion that followed. Motion made by Jeff Frederick and second by Cory Jeffers. Motion carried on 15-0 vote.

D. Radio Communication: John Andersen talked about members putting “Vehicle in-service at the station waiting personnel”. There was a discussion that followed on radio communication and our current SOP’s. No suggested changes were made but Officers recommended that members read SOPs on radio communication.

6. Public Comment: Chief Bernette briefed the Officers on the current status of the Town of Wheaton. The Town of Wheaton Board did vote 4-1 to leave the Fire District contingent on them getting approved contract(s) for ambulance services. Chief Bernette reminded all Officers that no letter has been received yet. The Town of Wheaton is still in the Fire District. All stations and members will respond to calls when page based on our BOX System. Members shall conduct themselves in accordance with our SOPs. Mr. Staber will address all media enquiries.
7. Next Meeting Date and Location: Town of Howard – Station 6 on 9/05/2019 at 19:00 hours
8. Adjournment: Motion made to adjourn at 21:15 by Jeff Frederick and seconded by Cory Jeffers. Motion carried on a unanimous voice vote.