

**Excelsior Fire District
Operating Committee Meeting Minutes
April 19, 2023**

1. Call to Order

The meeting was called to order at 9:07 a.m.

Members: Fire Chief Curt Mackey, Excelsior City Manager Kristi Luger, Shorewood City Administrator Marc Nevinski, Tonka Bay City Administrator Dan Tolsma, and Deephaven City Administrator Dana Young

Absent: Greenwood Mayor Deb Kind

2. Approval of Agenda

Motion by Dana Young to approve the April 19 Agenda as submitted. Seconded by Dan Tolsma. Motion carried 4-0.

3. Approval of Minutes – March

Motion by Dana Young to approve the March 15 Operating Committee Minutes. Seconded by Dan Tolsma. Motion carried 4-0.

4. Approval of Bills – March

Motion by Dana Young to approve the March Bills in the amount of \$94,402.90. Seconded by Dan Tolsma. Motion carried 4-0.

5. Budget Updates

a. 2024 Budget Preliminary Planning

The Board reviewed the preliminary budget at their last work session and will be looking at it again tonight.

b. Staffing Needs Over the Next 5 Years

The Board will continue to discuss full-time staffing needs.

c. Building Long Term Planning Including EMS Response Model

This discussion has been postponed until the legislative session is complete. The public safety committee is creating a work group to examine the EMS response model and what changes are needed to alleviate issues.

6. Administrative Reports – March

Chief Mackey provided an update on the March Administrative Reports; he noted that there were 80 calls for service this month.

7. Board Meeting Items

a. Next Fire Board Meeting on April 19, 2023

The next Board meeting will be tonight with most of the discussion related to finances.

b. Major “All Call” Reviews

There were no major “all call” reviews since the last Board meeting.

c. Fire District Audit 2022 and Relief Association Audit 2022

Abdo will be presenting the 2022 Fire District and Relief Association Audits.

d. Relief Board Officers Raises and Pension Increase Request

The Relief Board will be requesting an increase to the officers' wages and their pension.

8. Administrative Updates

a. Leadership Development / Succession Planning On-going

They have implemented the Tenzinga Online Active Performance Management Software, which will enable them to conduct quarterly performance evaluations.

b. Personnel / Staffing

One of the questions that potential firefighters are asking is how many hours they can work on the duty crew. Chief Mackey is working with a human resources consultant on developing a policy to ensure they are following the Affordable Care Act.

c. Officers & Staff

The Department is now at 41 firefighters.

9. Apparatus & Stations

a. ATV Mule & Trailer 2024

There was nothing new to report on the ATV Mule & Trailer.

b. Marine Program Update

The boat was returned to Lake Assault for minor repairs and should be ready prior to ice out. The old boat is being prepped for sale.

c. Replacement of Engine 11 Pierce Enforcer

Engine 11 was ordered in January 2022 and is expected to be delivered in early 2024. Chief Mackey is starting to research the replacement of Engine 21 since the pricing is increasing dramatically and could take four years to get it.

d. SCBA AFG grant

The grant was submitted in January through Gatchell Grant Resources, LLC for \$400,000.

10. Other

There was no other discussion.

11. Next Meeting

The next meeting of the Operating Committee will be held on Wednesday, May 17, 2023 at 9:00 a.m.

12. Adjournment

Motion to adjourn by Dana Young, seconded by Dan Tolsma. Motion carried 4-0. The meeting adjourned at 9:48 a.m.

Respectfully submitted by Kristi Luger
Recording Secretary