

# Prescott Area Fire and EMS Association

## MEETING MINUTES WEDNESDAY, February 10, 2021

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association Committee met on Wednesday, February 10, 2021 at the Prescott Fire Hall, 260 Flora St, Prescott WI 54021.

Call to Order/Roll Call: Chairperson Dan Johnson-Oak Grove called meeting to order at 7:02 pm. Members Present: Vice-Chair Dar Hintz-Prescott, Coni Gray-Prescott (by phone), Steve Most-Prescott, Joe Rohl-Clifton, Mike Harriage-Clifton, Tricia Shearen-Oak Grove, Tom Lytle-Prescott Fire Chief, Matthew Bouthilet, Supervisor, Ambulance Services-River Falls, Dawn Harris-Association Administrative Assistant. A quorum is met.

### Changes or Corrections to Agenda

No changes to the Agenda.

### Approval of Minutes

Minutes from meetings of 9/16/20, 10/14/20, 10/21/20 and 12/16/20 were approved. Tricia Shearen/Dar Hintz motioned and seconded to approve, passed without a negative voice

### PUBLIC COMMENTS

None stated.

Introductions: Matthew Bouthilet, Supervisor of Ambulance Services in River Falls was introduced to the Association. Matthew shared a little about his personal connection to this area, his positions of 17 years with Allina Health and his professional background of over 20 years as an EMS. In this supervisory position Matthew will be attending Association meetings and will provide quarterly reports on Allina Health EMS performance.

Chairperson Dan Johnson, in turn, provided an overview of the history of the Prescott Fire and Rescue Association, introduced the members and welcomed Matthew Bouthilet to the meeting.

### CHIEF'S REPORT

#### Fire Report by Tom Lytle:

- We are at 10 calls to date. We've had 1 resignation due to health concerns. We are standing with 37 members, 40 being the ideal number. Recruiting is active.
- There are 3 new volunteer fire members who are going to training in River Falls. We are finishing up new truck training. We will complete outfitting the new truck, a list of equipment has been made and estimated costs are \$8-10k with funds probably coming out of the operating budget.
- The fire hall had a new furnace installed last week.
- 25 members have received their first round of COVID-19 vaccines with the second round scheduled for February 18<sup>th</sup>. We possibly have more members vaccinated having received vaccines from their respective employers.
- Typically, we have 6 pancake breakfasts in spring. To ease up on local establishments as well as consider safe distancing, we will be having only 1 pancake breakfast drive-through to be held on Palm Sunday, March 28<sup>th</sup>. These breakfast events

average 600-800 people served. The Easter Bunny will attend and provide gifts for children.

- Plans for an awards dinner with more information to follow.
- An application for a grant from AFG was completed and submitted. We requested \$56k (with a 5% match) for new radios. Thank you to Steve Findlay, Mike Sterud and Dawn Harris for getting that put together and in.
- Hose testing has been completed with a loss of about 2.5 feet of hose. Tom Lytle was able to secure a purchase of hose from Burnsville, MN.
- We've begun working on a new truck design for a 2020 proposal. Engine 1 is already 10 years old; looking forward, we will want to have a plan in place. Joe Rohl asked when Tom Lytle will have an estimate to be able to share with the communities. Dan Johnson recommended we schedule an April/May time frame for an inter-governmental meeting to discuss rolling stock plan.

FOLLOW UP: Put a date on the calendar for an inter-departmental meeting.

FOLLOW UP: Tom Lytle to start putting a packet together with information for the Association.

- No bids for the rescue truck to date. It is turn-key, ready to roll. \$15k was the posted minimum bid.
- We plan to go back to the normal schedule in March with 1 business meeting and 1 training per month.
- Tom Freedy will stay on as a fire inspector. Tom Lytle asked about residency for members. Discussion included that volunteer members are hard to come by; that there are State bylaws; nothing is defined in the Agreement; there is the possibility of changing the boundaries; Joe Rohl encouraged that volunteer member's opinions should be considered. Tom Lytle will speak with the members.
- We have had to decline donations due to our not having 501c status. Discussion on becoming a 501c versus creating a Foundation for fund raising. Coni Gray offered that a portion of raffles would then qualify. Recommend we discuss this with Brent Langer, CPA of Ellsworth.

FOLLOW UP: Tom Lytle to contact Brent Langer regarding preferred status.

#### FINANCE

- Nothing in payables for 2020.
- Were invoices for services sent to Clifton Twnshp and Oak Grove? (NOTE: yes, those invoices were sent as later confirmed by City of Prescott accounting.)

Chair called for a Motion to approve Finance Items 1-3. Motion by Joe Rohl/Seconded by Dar Hintz to approve Finance Items 1-3. Passed with no negative vote.

OTHER BUSINESS:

- Matthew Bouthilet reported that EMS run data for last month crashed in the system. He does have data for December. He reports 51 calls with 3:58 response time, looking at 30 seconds from phone call to “on the road”. There has been a delay from Pierce County to Allina dispatch with 5 non-emergent runs at a 7:40 response time. There have been no errors, just inconvenience. Infrastructure in this area has been challenging. Minnesota has a state-wide system that Wisconsin does not have. Allina will be going to a new Nextel-type phone system next week. Matthew sees no trends yet except Code 26 - “sick person” is the catch-all.
- Joe Rohl asked that if there is a call/run that goes badly (EMS or Fire) that Dan Johnson be notified of details right away so as to be able to address it if contacted by community members.
- Dar Hintz reported that accommodations at the EMS barn are going well. There have been some internet issues. Matthew Bouthilet is working with the Allina IT team on this. Discussion about internet service for the area and it was determined that there has been great service by the Northfield Internet service. Further investigation into this will be done.
- Dar Hintz shared that a City Council member reported to the Council of her very positive recent interaction with the EMS crew. Thank you to the EMS crew for such excellent service to our community.
- Former Dive Team: We currently do not have a dive team. Dan Johnson asked status of equipment. It is all housed at Station 2. Dan Johnson asked Tom Lytle to create an inventory list and confirm that all equipment is secure and at the Oak Grove station. Question was raised about funds spent in December per the budget report. Tom Lytle states he does not know what this was from, offered that it was possibly from old invoices.

FOLLOW UP: Dan Johnson asked Tom Lytle to look into this and report back to Association.

- Member insurance: has this been transferred? Confirmed that yes, member insurance was transferred per recommendation.

NEXT MEETING is scheduled for Wednesday, March 31, 2021 7:00 pm at the Prescott Fire Hall, 260 Flora St. Prescott, WI 54021.

ADJOURN: Joe Rohl/Dar Hintz motioned and seconded to adjourn at 8:14 pm, passed without a negative voice.

Respectfully Submitted,  
Dawn L Harris  
Administrative Assistant  
Prescott Fire and EMS Association  
City of Prescott