

NMFR Joint Finance & Personnel Committee Meeting
March 22, 2016 – 5:30 p.m.
2nd Floor Conference Room – City of Neenah

Present: Ald. Benner, Keehan, Kunz and Ramos

Excused: Ald. Taylor and Ald. Stevenson

Also Present: Chief Auxier, Deputy Director Handevidt and MA Theisen

Ald. Benner called the meeting to order at 5:30 p.m.

Public: No Members of the public were present.

Minutes: The Committee reviewed the meeting minutes from February 23, 2016. **MSC Keenah/Ramos to approve the February 23, 2016 meeting minutes and place on file, all voting aye.**

2015 Year End Budget Report: The Committee reviewed the preliminary 2015 year end budget report. Chief Auxier said the preliminary return to both Cities is around \$133,000. This is primarily attributed to savings in salaries, due to vacated positions being held open, and reduced utilities costs. This helped offset the overtime costs incurred associated with vacated positions and different leaves.

Discussion was held regarding the overage in the 2015 Dive Team budget. Chief Auxier explained a majority of this is contributed to sending a NMFR staff member to become certified as an instructor. Having a certified instructor allows us to conduct training internally versus hiring an outside vendor. In 2016, the training will be primarily conducted on shift with minimal overtime costs. There is also monies in the dive team trust fund that can be used to offset future costs. Chief Auxier will be discussing boat launch fees with both Cities Parks & Recreation Directors to ask them to move forward with requesting their Commission to increase their boat launch fees. The increased fees would be put into the Dive Team budget. He further noted, we are using 1/10th of, one percent, of our operating budget to fund the Dive Team. The rest of the money would be funded through other revenue sources. **MSC Ramos/Keehan to approve the 2015 preliminary budget report and place on file, all voting aye.**

February 2016 Budget Report: The Committee reviewed the February 2016 budget. Ald. Kunz asked if 2016's Dive Team budget was increased to cover training costs. Chief Auxier confirmed it was increased.

Ald. Kunz discussed the maintenance of motor vehicles account. He expressed concern with the future scheduled of vehicle replacements in future CIP budget. He doesn't feel the department has a good replacement plan at this time. Chief Auxier said some vehicle repairs were deferred to 2016 to help return monies to both Cities to fund the unbudgeted fire truck purchase in 2015. He feels the maintenance of motor vehicles line item should come in at budget this year. He did review the current future CIP budget with Mayor Kaufert today. He is confident with the CIP budget. **MSC Keehan/Kunz to approve the February 2016 budget report and place on file, all voting aye.**

Monthly Activity and Automatic Aid Reports: The Committee reviewed the February 2016 activity and automatic aid reports. **MSC Ramos/Keehan to approve the February 2016 activity and automatic aid reports and place on file, all voting aye.**

Purchase of Forcible Entry Simulator: The Committee reviewed the request to purchase the Forcible Entry Simulator. Discussion was held on the three different quotes. Ald. Kunz questioned the different bids and asked why we want to go with the higher bid. Chief Auxier explained there are limited companies that make this training tool and the one we would like to purchase is the most realistic of what we experience. He noted there are only a few companies who make this type of training tool. The simulator we want to purchase is more expensive. However, it simulates a full door entry versus a ¾ or ½ door entry, which is more realistic of what we do. The old training tool was taken with FVTC when they vacated the premise at Station 31. Ald. Keehan said the three bids help him to differentiate the different options that

are available and supports the purchase of the more expensive one as it's important to make sure we have proper training equipment for staff members. Ald. Ramos concurred and said the information provided helped him understand the differences between the three different quotes. **MSC Keehan/Ramos recommends the City of Neenah and City of Menasha Common Council's approve the purchase of the Inforcer forcible entry simulator from The Inforcer, LLC for a cost not to exceed \$8,670.00, all voting aye.**

MSC Keehan/Ramos to adjourn at 6:02 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara Theisen".

Tara Theisen
Management Assistant