



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

Phone: (651) 552-4176 • FAX: (651) 552-4195

www.southmetrofire.com

AGENDA BOARD OF DIRECTORS MEETING

Meeting Date: October 13, 2021, at 4:30 PM
Meeting Place: South St. Paul, Training Room

- I. Roll Call
Board Members: Berry, Francis, Napier, Seaberg, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
 - a. LMC Excellence Award Presentation (David Unmacht)
- IV. Consent Agenda
 - a. [September 15, 2021, Meeting Minutes](#)
 - b. [September 2021 List of Claims](#)
 - c. [September 2021 Month End Budget Report](#)
 - d. [September 2021 Run Summary Report](#)
- V. Committee Reports
 - a. None
- VI. Agenda Items
 - a. [Fire Chief Review Process](#)
 - b. [Updates](#)
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – November 17, 2021, South St. Paul

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday September 15, 2021
West St Paul Lobby Conference Room

Members Present: Dennis Wippermann, Dave Napier, Jimmy Francis, Wendy Berry

Also Present: Mark Juelfs, Joel Hanson, Char Stark, Terry Johnson, Mark Erickson

The meeting was called to order at 4:30 p.m.

ADOPT AGENDA

Motion was made to adopt the Agenda by Napier; seconded by Francis.
Motion carried.

COMMUNICATIONS/RECOGNITIONS

None

CONSENT AGENDA

Motion was made to approve the Consent Agenda by Francis; seconded by Wippermann
Motion carried.

COMMITTEE REPORTS

None

AGENDA ITEMS

Hiring Process

The three new firefighter candidates are completing all the preemployment requirements. Their start date will be October 4th.

Job Posting for Firefighter

The firefighter opening was posted this week and will close on September 30th.

Ambulance 1

The new ambulance went into service in late August.

Fire Districts

The Fire Boards attorney is working on a comparison of South Metro's current operations under the JPA and what operations would look like under the fire district model. When this information is ready for presentation members of both City Councils will be invited to attend the meeting when this topic appears on the agenda.

PUBLIC COMMENT

None

MOTION TO ADJOURN

Motion to adjourn by Francis; seconded by Napier.
Motion carried.

The next regular meeting is scheduled on October 13th, at 4:30 pm in South St Paul.

Respectfully submitted By:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims
Board Meeting of October 13, 2021

PAYROLL CHECK REGISTER:

Payroll Period	9/6 - 9/19	
Date Paid	9/24/2021	\$ 104,519.20
Direct Deposit		

Payroll Period	9/20 - 10/03	
Date Paid	10/8/2021	\$ 100,534.25
Direct Deposit		

Payroll Period		
Date Paid		\$ -
Direct Deposit		

TOTAL NET PAYROLL

\$ 205,053.45

DISBURSEMENT CHECK REGISTER:

Checks	9766 - 9820	\$ 89,413.42
EFTS	2106 - 2123	\$ 207,703.42

TOTAL DISBURSEMENT CHECKS

\$297,116.84

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$502,170.29

Payment Register

From Payment Date: 9/10/2021 - To Payment Date: 10/5/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
9766	09/14/2021	Open			Accounts Payable	ANCOM TECHNICAL CENTER	\$661.86		
9767	09/14/2021	Open			Accounts Payable	ASPEN MILLS	\$62.00		
9768	09/14/2021	Open			Accounts Payable	AT&T MOBILITY	\$30.17		
9769	09/14/2021	Open			Accounts Payable	BATTERIES PLUS	\$5.95		
9770	09/14/2021	Open			Accounts Payable	BESSERMIN/JASON	\$528.75		
9771	09/14/2021	Open			Accounts Payable	Bjorklund Compensation Consulting	\$1,607.00		
9772	09/14/2021	Open			Accounts Payable	Cardinal Investigations	\$1,650.00		
9773	09/14/2021	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$934.33		
9774	09/14/2021	Open			Accounts Payable	Further	\$131.55		
9775	09/14/2021	Open			Accounts Payable	GALLS, LLC	\$81.96		
9776	09/14/2021	Open			Accounts Payable	IMAGE TREND	\$950.00		
9777	09/14/2021	Open			Accounts Payable	Insight Public Sector	\$29.46		
9778	09/14/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$240.90		
9779	09/14/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,204.50		
9780	09/14/2021	Open			Accounts Payable	LEAGUE OF MN CITIES INS. TRUST	\$51,023.00		
9781	09/14/2021	Open			Accounts Payable	LEVANDER, GILLEN & MILLER, P.A	\$728.00		
9782	09/14/2021	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$1,180.25		
9783	09/14/2021	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$534.80		
9784	09/14/2021	Open			Accounts Payable	MacQueen Emergency Group	\$173.14		
9785	09/14/2021	Open			Accounts Payable	NINTH BRAIN	\$96.00		
9786	09/14/2021	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$78.37		
9787	09/14/2021	Open			Accounts Payable	PERFORMANCE PLUS	\$733.00		
9788	09/14/2021	Open			Accounts Payable	Rihm Kenworth	\$92.56		
9789	09/14/2021	Open			Accounts Payable	S ST PAUL/CITY OF	\$5,744.53		
9790	09/14/2021	Open			Accounts Payable	US Bank Equipment Finance	\$156.00		
9792	09/24/2021	Open			Accounts Payable	ASPEN MILLS	\$224.49		
9793	09/24/2021	Open			Accounts Payable	Berry/ Wendy	\$100.00		
9794	09/24/2021	Open			Accounts Payable	BOUND TREE MEDICAL	\$2,073.36		
9795	09/24/2021	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,516.45		
9796	09/24/2021	Open			Accounts Payable	Francis, James	\$100.00		
9797	09/24/2021	Open			Accounts Payable	Further	\$131.55		
9798	09/24/2021	Open			Accounts Payable	MacQueen Emergency Group	\$239.47		
9799	09/24/2021	Open			Accounts Payable	NAPA	\$18.47		
9800	09/24/2021	Open			Accounts Payable	Napier/ David	\$100.00		
9801	09/24/2021	Open			Accounts Payable	NARDINI	\$192.90		
9802	09/24/2021	Open			Accounts Payable	PRAXAIR	\$97.54		
9803	09/24/2021	Open			Accounts Payable	Scuba Center	\$250.36		
9804	09/24/2021	Open			Accounts Payable	SOS Tech	\$185.45		
9805	09/24/2021	Open			Accounts Payable	Thomas EMS	\$232.28		
9806	09/24/2021	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00		
9807	09/24/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$240.90		
9808	09/24/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,164.35		
9809	09/30/2021	Open			Accounts Payable	AMERICAN TEST CENTER	\$1,890.00		
9810	09/30/2021	Open			Accounts Payable	AT&T MOBILITY	\$1,005.34		
9811	09/30/2021	Open			Accounts Payable	Bjorklund Compensation Consulting	\$455.00		
9812	09/30/2021	Open			Accounts Payable	BOUND TREE MEDICAL	\$27.18		

Payment Register

From Payment Date: 9/10/2021 - To Payment Date: 10/5/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
9813	09/30/2021	Open			Accounts Payable	Burnsville Professional FF #2910	\$920.00		
9814	09/30/2021	Open			Accounts Payable	CARDMEMBER SERVICES	\$4,359.88		
9815	09/30/2021	Open			Accounts Payable	DAN'S SOUTHSIDE MARINE	\$2,189.93		
9816	09/30/2021	Open			Accounts Payable	GALLS, LLC	\$214.72		
9817	09/30/2021	Open			Accounts Payable	MacQueen Emergency Group	\$979.80		
9818	09/30/2021	Open			Accounts Payable	SOS Tech	\$302.40		
9819	09/30/2021	Open			Accounts Payable	SPOK, INC	\$69.28		
9820	09/30/2021	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$1,374.24		
Type Check Totals:									
1-ANCHOR BAN - ANCHOR BANK Totals									
							54 Transactions	\$89,413.42	

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	54	\$89,413.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	54	\$89,413.42	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	54	\$89,413.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	54	\$89,413.42	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	54	\$89,413.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	54	\$89,413.42	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	54	\$89,413.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	54	\$89,413.42	\$0.00

Payment Register

From Payment Date: 9/10/2021 - To Payment Date: 10/5/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>EFT</u>									
2106	09/14/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,235.00		
2107	09/14/2021	Open			Accounts Payable	IRS - PR TAXES	\$20,271.73		
2108	09/14/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,631.30		
2109	09/14/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,768.46		
2110	09/14/2021	Open			Accounts Payable	MSRS	\$250.00		
2111	09/14/2021	Open			Accounts Payable	MSRS - HCSP	\$2,432.07		
2112	09/14/2021	Open			Accounts Payable	NATIONWIDE	\$2,700.00		
2113	09/14/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$46,491.57		
2114	09/16/2021	Open			Accounts Payable	HEALTHPARTNERS	\$41,666.60		
2115	09/24/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,235.00		
2116	09/24/2021	Open			Accounts Payable	IRS - PR TAXES	\$20,983.89		
2117	09/24/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,883.07		
2118	09/24/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,768.46		
2119	09/24/2021	Open			Accounts Payable	MSRS	\$250.00		
2120	09/24/2021	Open			Accounts Payable	MSRS - HCSP	\$2,508.25		
2121	09/24/2021	Open			Accounts Payable	NATIONWIDE	\$2,700.00		
2122	09/24/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$47,706.74		
2123	09/24/2021	Open			Accounts Payable	OLD NATIONAL BANK	\$221.28		
Type EFT Totals:							\$207,703.42		
1-ANCHOR BAN - ANCHOR BANK Totals									

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	18	\$207,703.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	18	\$207,703.42	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	18	\$207,703.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	18	\$207,703.42	\$0.00

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	18	\$207,703.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	18	\$207,703.42	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	18	\$207,703.42	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	18	\$207,703.42	\$0.00



Account Classification	Adopted Budget	Current Month Transactions	YTD Transactions	YTD Balance	% used/ Rec'd	Prior Year YTD
Fund 101 - General Fund						
REVENUE						
Taxes	550,000.00	.00	362,647.54	187,352.46	66%	345,015.32
Intergovernmental Revenues	183,534.00	.00	163,442.79	20,091.21	89%	4,312.81
Charges for Services	5,576,741.00	48,213.18	4,170,328.58	1,406,412.42	75%	4,004,722.73
Other Revenue	50,000.00	60.62	2,971.40	47,028.60	6%	10,908.93
Other Financing Sources	.00	.00	18,484.22	(18,484.22)	+++	775.00
REVENUE TOTALS	\$6,360,275.00	\$48,273.80	\$4,717,874.53	\$1,642,400.47	74%	\$4,365,734.79
EXPENSE						
Personal Services	5,667,793.00	466,648.33	4,199,003.63	1,468,789.37	74%	4,078,849.07
Supplies	178,279.00	8,029.38	104,236.07	74,042.93	58%	70,277.80
Contractual Services	382,443.00	18,708.97	245,744.41	136,698.59	64%	220,359.82
Other Charges	131,759.00	8,095.66	78,870.24	52,888.76	60%	62,574.40
Capital Outlay	.00	.00	.00	.00	+++	.00
Debt Service	.00	.00	.00	.00	+++	.00
Other Financing Uses	.00	.00	366,171.00	(366,171.00)	+++	309,160.00
EXPENSE TOTALS	\$6,360,274.00	501,482.34	4,994,025.35	\$1,366,248.65	79%	\$4,741,221.09
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,360,275.00	48,273.80	4,717,874.53	1,642,400.47	74%	4,365,734.79
EXPENSE TOTALS	6,360,274.00	501,482.34	4,994,025.35	1,366,248.65	79%	4,741,221.09
Fund 101 - General Fund Totals	\$1.00	(\$453,208.54)	(\$276,150.82)	\$276,151.82		(\$375,486.30)
Fund 201 - Grant Fund						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	0%	.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE						
Contractual Services	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 301 - Debt Service						
REVENUE						
Intergovernmental Revenues	183,650.00	.00	91,776.00	91,874.00	0%	91,826.00
REVENUE TOTALS	\$183,650.00	.00	91,776.00	\$91,874.00	+++	\$91,826.00
EXPENSE						
Contractual Services	183,650.00	.00	118,581.00	65,069.00	+++	64,971.00
EXPENSE TOTALS	\$183,650.00	.00	118,581.00	\$65,069.00	+++	\$64,971.00
Fund 301 - Debt Totals						
REVENUE TOTALS	183,650.00	.00	91,776.00	91,874.00	+++	91,826.00
EXPENSE TOTALS	183,650.00	.00	118,581.00	65,069.00	+++	64,971.00
Fund 301 - Debt Totals	\$0.00	\$0.00	(\$26,805.00)	\$26,805.00		\$26,855.00
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	+++	13,544.00
Charges for Services	496,197.00	.00	97,518.00	398,679.00	0	67,720.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	366,171.00	.00	+++	309,160.00
REVENUE TOTALS	\$496,197.00	\$0.00	\$463,689.00	\$398,679.00		\$390,424.00
EXPENSE						
Motor Vehicles	301,862.00	936.85	288,695.11	13,166.89	96%	.00
Office Equipment	86,414.00	.00	4,599.00	81,815.00	5%	105,227.76
Other Equipment	13,920.00	.00	12,403.63	1,516.37	89%	.00
EXPENSE TOTALS	\$402,196.00	\$936.85	\$305,697.74	\$96,498.26	76%	\$105,227.76
Fund 401 - Capital Projects						
REVENUE TOTALS	496,197.00	.00	463,689.00	32,508.00	0	390,424.00
EXPENSE TOTALS	402,196.00	936.85	305,697.74	265,838.62	76%	105,227.76
Fund 401 - Capital Projects	\$94,001.00	(\$936.85)	\$157,991.26	(\$233,330.62)		\$285,196.24
Grand Totals						
REVENUE TOTALS	7,040,122.00	48,273.80	5,273,339.53	1,815,092.00	75%	4,847,984.79
EXPENSE TOTALS	7,312,291.00	502,419.19	5,418,304.09	2,396,406.10	74%	4,911,419.85
Grand Totals	(\$272,169.00)	(\$454,145.39)	(\$144,964.56)	(\$581,314.10)		(\$63,435.06)



2021 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2020 YTD TOTAL
FIRE INCIDENTS														
111 Building fire	3	4	3	1	4	8	6	2	3				34	37
112 Fire in structure other than in a building								1					1	
113 Cooking fire, confined to container	1		1	1	1	1	1						6	4
114 Chimney fire													0	1
116 Fuel	1			1									2	
118 Trash		1	1										2	1
121 Fire in mobile home used as fixed residence													0	
130 Mobile property (vehicle) fire, other													0	1
131 Passenger vehicle fire	3	1			1	3	1	1	3				13	10
132 Road Freight or transport vehicle fire													0	1
133 Rail vehicle fire													0	
134 Water vehicle fire													0	1
135 Aircraft Fire													0	
138 Off-road vehicle or heavy equipment fire													0	
142 Brush or bursh & grass mixture fire				1		8	1	1					11	3
143 Grass Fire							3	2					5	1
151 Outside rubbish fire					1	1	1		1				4	2
154 Dumpster fire					1	2		2	1				6	5
163 Outside equipment fire								1					1	0
	8	6	5	4	8	23	13	10	8	0	0	0	85	67
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)														
200 Overpressure rupture, explosion, overheat other													0	
243 Fireworks explosion (no fire)													0	
251 Excessive heat, scorch burns with no ignition	5	1	3	1	2	3	4	5	5				29	20
	5	1	3	1	2	3	4	5	5	0	0	0	29	20
RESCUE & EMERGENCY MEDICAL SERVICE														
311 Medical assist, assist EMS crew						1	1	2					4	4
321 EMS call, excluding vehicle accident with injury	410	379	432	440	473	433	483	453	436				3939	3628
322 Motor vehicle accident with injuries	4	8	5	8	8	6	8	9	7				63	75
323 Motor vehicle/pedestrian accident (MV Ped)					1		1						2	5
324 Motor vehicle accident with no injuries.	2	6	4	3		3	2	10	4				34	27
341 Search for person on land			1										1	1
350 Extrication, rescue, other									1				1	2
352 Extrication of victims from vehicle													0	
353 Removal of victim(s) from stalled elevator			1										1	5
355 Confined Space Rescue													0	
357 Extrication of victim(s) from machinery			1										1	1
360 Water & ice related rescue, other						1	1						2	3
361 Swimming/recreational water areas rescue													0	
362 Ice Rescue													0	
365 Watercraft rescue						1							1	1
372 Trapped by power lines0													0	
381 Rescue or EMS standby													0	1
	416	393	444	451	482	445	496	474	448	0	0	0	4049	3753
HAZARDOUS CONDITION (NO FIRE)														
400 Hazardous condition, other									1				1	1
411 Gasoline or other flammable liquid spill				2									2	7
412 Gas leak (natural gas or LPG)	2	4	4	1	3	7	5	3	3				32	19
413 Oil spill								1					1	1
421 Chemical hazard (no spill or leak)													0	
422 Chemical spill or leak													0	2
424 Carbon monoxide incident	3	2	1	2	2	2	4	1	2				19	5
440 Electrical equipment problem				2	1	3	1	2	2				11	15
442 Overheated motor	1	3	4	3		3		2						0
444 Power line down	1		1		1	1	4	2	7				17	22
445 Arch, shorted electrical equipment		1			3	1	1	2	2				10	12
451														
461 Building or structure weakened or collapsed									1				1	
462 Aircraft standby													0	
463 Vehicle accident, cleanup													0	1
471 Explosive, bomb removal													0	
481 Attempt to burn													0	1
	7	10	10	10	10	17	15	13	18	0	0	0	110	86
SERVICE CALL														
500 Service Call, other					2								2	4
510 Person in distress, other						1		1	1				3	
519 Person in distress													0	
520 Water problem, other													0	1
522 Water or steam leak		1											1	5
531 Smoke or odor removal	1	2	1	2	1				1				8	12
551 Assist police or other governmental agency	5	5	11	9	7			15	1				53	84
553 Public service	1	9	1	14	17	20	3	16					81	34
554 Assist invalid	42	41	39	46	53	40	36	35	44				376	331
561 Unauthorized burning		1	4	2	6	4	7	4	7				35	47
	49	59	56	59	83	62	63	58	70	0	0	0	559	518



2021 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2020 YTD TOTAL
GOOD INTENT CALL														
600 Good intent call, other	2	4		1	2	2	4	1	7				23	14
611 Dispatched & canceled en route	21	8	8	19	12	23	22	13	13				139	178
621 Wrong location													0	1
622 No incident found on arrival at dispatch address	10	6	9	6	6	9		8	13				67	62
631 Authorized controlled burning			1	1	1		1	2	1				7	18
650 Steam, gas, other mistaken for smoke		1											1	
651 Smoke scare, odor of smoke		2	5	1	3	2	5	4	4				26	19
652 Steam, vapor, fog or dust thought to be smoke	1		1			1							3	1
653 Smoke from barbeque, tar kettle					1				1				2	
661 EMS call, party transported by non-fire agency (661)									1				1	1
671 HazMat release investigation w/no HazMat	2	1	3			1	3	1	1				12	8
	36	22	27	28	25	38	35	29	41	0	0	0	281	302
FALSE ALARM & FALSE CALL														
700 False alarm or false call, other						2							2	1
710 Malicious false call													0	
714 Central Station, malicious false alarm			1			1							2	4
715 Local alarm system, malicious false call	2	1	3	2	1	1			3				13	11
721 Bomb scare - no bomb													0	
730 System malfunction, other								1					1	2
731 Sprinkler activation due to malfunction	1	5		2		1	1						10	6
732 Extinguishment system activation malfunction						2		1					3	2
733 Smoke detector activation due to malfunction	1	3	4	1	2	2	2	4					21	28
735 Alarm system sounded due to malfunction	1	6	3		3	3	2	1	3				22	22
736 CO detector activation due to malfunction		1		3	2	1	1	1					9	15
740 Unintentional transmission of alarm, other					1				1				2	1
741 Sprinkler activation, no fire - unintentional			2	1	2		1	2					8	14
743 Smoke detector activation, unintentional	4	5	6	5	2	2	4	2	9				39	36
744 Detector activation, no fire - unintentional		2			1	2	2						7	14
745 Alarm system activation, no fire - unintentional	2	4	2	3	4	2	2	1	4				24	25
7451 False Alarm	4	4	5	5	7	10	15	8	8				66	43
746 Carbon monoxide detector activation, no CO	2	1	2	1		1			4				11	22
	17	32	28	23	25	30	30	19	36	0	0	0	240	246
SEVERE WEATHER & NATURAL DISASTER														
814 Lightning strike (no fire)									1				1	0
	0	0	0	0	0	0	0	0	1	0	0	0	1	0
SPECIAL INCIDENT TYPE														
900 Special type of incident, other													0	
911 Citizen Complaint				1					2				3	5
	0	0	0	1	0	0	0	0	2	0	0	0	3	5
Not Reported														
			2			1	2	1	1				7	8
	0	0	2	0	0	1	2	1	1	0	0	0	7	8
MONTHLY RUN TOTAL														
	538	523	575	577	635	619	658	609	636	0	0	0	5370	5014
BLS Transports														
	138	139	154	149	173	152	177	143	159				1384	1080



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

Phone: (651) 552-4176 • FAX: (651) 552-4195

www.southmetrofire.com

DATE: October 13, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Fire Chief's Performance Evaluation**

Summary:

One element of my Employment Agreement relates to a performance evaluation.

Section 5. Performance Evaluation.

The Board shall conduct a performance evaluation of Juelfs on a periodic basis, as frequently and at such times as are deemed advisable by the Board. Regular performance evaluations shall occur at least once each calendar year during the month of December.

In previous years, the Board has typically started the process in October or November, allowing the Board to review the results of the performance evaluation with the Fire Chief at the December Board meeting.

Recommendation:

Determine the process and timeline for this year's performance evaluation of the Fire Chief.



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DATE: October 13, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: General Updates

Summary:

Below are updates on some current topics:

New Hires

Four new Firefighters, Zach Weise, Brandon Buckley, and Steve Grass started on Monday October 4th. All three will spend 8 weeks in the fire academy and then they will be assigned to their respective shifts. The new Firefighters will then complete a 12-week field training program before being counted toward our minimum staffing. We are very excited to have all of them here at South Metro.

Firefighter Hiring Process

The posting for Firefighter closed on September 30th. We had 98 applications submitted and 69 met the minimum requirements for an interview. First interviews are scheduled for October 13th and 14th. Second interviews for those that are selected to move on in the process are scheduled for the first week of November.

Ladder 1 Replacement

The truck committee is scheduled to meet with Rosenbauer in the next few weeks to review the final specification and price details. We anticipate bringing this topic to the Board at the January meeting for approval to purchase.