

Town of Arena, Village of Arena and Arena Fire Board
Special Meeting
June 11, 2020

Town of Arena Members Present: John Wright, David Lucey, Bill Gauger

Village of Arena Members Present: Kate Reimann, Jessica Voight, Kathy Stoltz, Bill Hanson, Paul Pustina

Fire Board Members Present: John Wright, David Lucey, Bill Hanson, Steve Jahnke

Others Present: Courtney Norton, Todd Pinkham, Karen Wilkinson, Glee Blechler and others

The meeting was called to order at 7:00 p.m. by David Lucey, as chairman.

Courtney began the meeting with the results of a survey answered by current EMS members. It addressed their feelings on hiring some full time EMTs to help cover shifts. 80% were in favor of hiring and combining them with volunteers with the full time EMTs providing weekdays and a weekend shift. One person was interested in applying for full time. Concerns were listed for hiring, job description, who they would report to, HR dept., and the number needed.

Courtney provided each board member with a packet for hiring new Full time EMTs: Resources included Zip Recruiter, Bureau of Labor Statistics National and Wisconsin, Salary.com, Glassdoor National and Madison, Monster.com, O*Net, Paratech Ambulance, Ryan Brothers Ambulance. Salaries were averaged.

Salary:

Graphs provided gave the following ranges for base salary – at 25% \$28,025 Median \$31,646.15 At 75% \$36,879.33

Rates were projected out for 3 yrs. with a 3% raise. The formula for wages is new EMT + years of experience.

In discussion with directors from Mt. Horeb and Cambridge they felt that 3 Full Time EMTs would not be enough. They are both using 7. Courtney will be meeting with the special services person from Cambridge to further discuss their plan.

Benefits:

WRS State retirement – The department must apply by Nov. 15th to qualify for benefits for 2021. There are two rates available – The first is the employer and employee both pay 6.7% to the fund. Protective services can pay 11.3% by the employer and 6.7% by the employee. This is a draw to get employees.

According to Salary.com they show what the cost of benefits are:

Base salary is 67.2% of the total package, additional benefits are added to equal 100%.

Example Base salary of \$35,860.00, Pension \$6,009, Insurance \$6,371, Disability \$574, Time off \$4,553 = total benefits of \$17,507 Total Package cost of \$53,367.00 per person.

Insurance – Courtney was unable to get specific insurance dollar amounts without providing personal information about the employees.

Schedules:

Next in the packet Courtney provided some sample schedules. Each person would have 120 hrs. over a 3-week period. One week would have 48 hours and the other two would be 36 hours.

One was a daytime only schedule, one with mainly daytimes with one weekend shift.

After viewing the packet and discussing it, further discussion included who would be in charge or act as the Director. It could be one of the 3 hires or it could remain with the current EMS director.

The fire board would be responsible for hiring/firing.

The remainder of 2020 could be salary only, no benefits. Gradually add benefits the following years. Ex. Insurance at 50%, then 75%. 1 week of vacation or sick time.

Hire college graduates and train them.

Full Time – could act as community EMTs when on a shift, checking on elderly, those with medical conditions, or returning home from a hospital stay.

Pay rate could be per hour ranging from \$10/hr. to \$15.00/hr.

Start in July or August with no benefits.

Courtney is to check on availability of grants.

Motion by Bill Hanson to hire 3 full time EMTs now, with a town and village referendum to be held in November, second by Bill Gauger. Motion carried on a voice vote of 7 yes and 1 no.

Discussion then changed to funding with the use of percentages of calls to the village and township, averaged over a 5 yr. time span. The average for 2015-2019 is 44% for the Village and 56% for the Township.

The majority felt that it would be best to plan on the high side for referendum purposes. Three full time EMTs salary and benefits at a rate of \$59,124 per person for a total of \$177,734. The referendum wording must make residents aware of the costs if the state takes control vs. the municipalities remaining in control.

There are monies available in the Fire Board savings account to loan the Town and Village the funds needed for 2020. These monies would need to be paid back at a date to be determined by the fire board.

An agreement will need to be written and signed by both the village and the township stating the percentage over a 5 yr. span, renewable every October 1st. Also included in the agreement will be that the Fire Board oversees hiring/firing, fire board sec./treas will be responsible for payroll. David Lucey will write up an agreement, send it to the boards for approval. The village has the option of having an attorney look at it for finalization if that is their desire.

Courtney will write an ad with job description and salary range with a Mid-July or August start date. She will forward it to both the Township and Village for them to publish in publications relating to their municipalities, League of Municipalities, their Facebook, and website pages. Courtney will post on WEMSA, Dane Co. EMS, Iowa Co. Management, Facebook, and Glee will send to Madison College.

Motion by John, second by Kate to adjourn the meeting. Motion carried.

Respectfully submitted,

Karen Wilkinson

Fire Board Sec./Treas.