



N64W23760 Main Street
Sussex, Wisconsin 53089
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AGENDA
VILLAGE OF SUSSEX
BOARD OF FIRE COMMISSIONERS
2:00 PM – SEPTEMBER 4, 2024
SUSSEX CIVIC CENTER – COMMITTEE ROOM 2nd FLOOR
N64W23760 MAIN STREET

Pursuant to the requirements of Section 19.84, Wis Stats., notice is hereby given of a meeting of the Village of Sussex Board of Fire Commissioners, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.)

1. Roll call.
2. Consideration and possible action on minutes of the Board of Fire Commissioners meeting held on May 8, 2024.
3. Meet and Greet with fulltime Firefighter/Paramedic candidates
4. Consideration and possible action on the Fire Chief's Report
5. Consideration and possible action on personnel changes
 - a. New hires
 - i. Fateh Brennan, Fulltime Firefighter/Paramedic
 - ii. Brian Keith, Fulltime Firefighter/Paramedic
 - iii. John Savorias, Part-Time Firefighter/EMT
 - b. Appointments
 - c. Resignations
 - i. Zach Brandmeier
 - ii. Brandon Bergner
 - iii. Dan Karinen
 - iv. Mike Simonis
 - v. Taylor Zeker
 - vi. Nick Thompson
 - vii. Caitlin Rouka
 - viii. Alex Mross
 - ix. Brandon Brandemuehl.
 - d. Personnel issues
6. Officer elections – Chairperson, Vice Chairperson, and Secretary
7. Consideration and possible action on other items for discussion
8. Topics for future agendas
9. Adjournment

Jeff Knollenberg
Chairperson

Kelsey McElroy-Anderson
Assistant Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 246-5200.

DRAFT
MINUTES
VILLAGE OF SUSSEX
SUSSEX, WISCONSIN
BOARD OF FIRE COMMISSIONERS
WEDNESDAY, MAY 8, 2024

Jeff Knollenberg called the meeting to order at 11:02 a.m.

Members Present: Jeff Knollenberg, Andrew Wilson, and John Schneider.

Others Present: Fire Chief Kristopher Grod and Assistant Village Administrator Kelsey McElroy.

A quorum of the Village Board was not present at the meeting.

Minutes

A motion by Wilson, seconded by Knollenberg, to approve the minutes as presented for the meeting held on March 7, 2024. Motion carried 3-0

Meet and Greet

The BOFC met with the following fulltime Firefighter/EMT candidate: Allison Slaski.

Personnel Changes

- a. New hires
 - a. Nicholas Rocci, Part-Time Firefighter/EMT-B
- b. Appointments
- c. Resignations
 - a. Zachary Fehl, Transitioning Fulltime to Part-time
- d. Personnel issues

A motion by Schneider, seconded by Knollenberg, to authorize the new hires and appointments conditioned upon all administrative procedures and contingencies being met and acknowledge the resignations as presented. Motion carried 3-0

Other Items for Discussion

None

Topics for Future Agendas

Election of Officers.

Fire Chief's Report

Chief Grod presented the Fire Chief's Report.

Meet and Greet

The BOFC met with the following fulltime Firefighter/EMT candidate: Jacob Belongia.

A motion by Wilson, seconded by Schneider, to amend the fulltime Firefighter/EMT eligibility list as presented. Motion carried 3-0

A motion by Wilson, seconded by Schneider, to adjourn the meeting at 12:03 p.m.

Motion carried 3-0

Respectfully submitted,
Kelsey McElroy-Anderson
Assistant Village Administrator



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FULLTIME FIREFIGHTER/EMT ELIGIBILITY LIST
APPROVED MARCH 7, 2024
AMENDED ON MAY 8, 2024
VALID FOR 6 MONTHS FROM ORIGINAL APPROVAL DATE

The below names are *not* ranked and are in no particular order. The Fire Chief has authority to hire from this list at his discretion.

- Eric Roos
- Peter Kroening
- Allison Slaski
- Jacob Belongia



Village of Sussex Fire Department
N63 W24335 Main Street
Sussex, Wisconsin 53089

Kristopher Grod
 Fire Chief
 Fire Station - Business
 262-246-5235
 Fire Station - FAX
 262-246-5196

Date: August 15, 2024

To: Village of Sussex Public Safety and Welfare Committee

From: Kristopher Grod, Fire Chief

RE: BOFC Fire Chief's Report August 2024

EMPLOYEE DEVELOPMENT

2024 SUSSEX FIRE DEPARTMENT TRAINING HOURS											
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
145.0	147.5	143.5	144.0	146.25	143.75	145.0					

(Table represents total training hours for ALL SFD staff)

Average Response Times 2024: (For emergency responses, time of notification to arrival on scene)

Month	EMS	Fire	Month	EMS	Fire
January	4:40	5:19	July	4:48	5:32
February	4:47	5:18	August		
March	4:58	5:55	September		
April	4:50	5:37	October		
May	4:43	5:28	November		
June	4:54	5:36	December		

CURRENT STAFF

SFD Personnel by Rank	
Chief	1
Deputy Chief	2
Lieutenant	4
Firefighter	22
Recruit	5
Total Members	33

SFD Certifications		
Certification Name	Members Certified	Percentage of Members Certified to That Level
Firefighter I	31	91%

Certification Name	Members Certified	Percentage of Members Certified to That Level
Firefighter II	22	65%
Driver/Operator - Pumper	21	62%
Driver/Operator - Aerial	17	50%
Emergency Services Instructor I	10	29%
Emergency Services Instructor II	1	3%
Fire Officer I	13	38%
Fire Officer II	1	3%
Fire Inspector	11	32%
No Fire Certifications	2	6%
EMT-Basic	8	23%
EMT-Advanced	2	6%
EMT-Paramedic	14	41%
Critical Care Paramedic	5	15%
No EMS Certifications	4	12%
ICS 100	33	97%
ICS 200	27	79%
ICS 300	8	23%
ICS 400	4	12%
ICS 700	33	97%
ICS 800	18	53%
Haz Mat Awareness	0	0%
Haz Mat Operations	27	79%
Haz Mat Technician	3	9%
Haz Mat Specialist	1	3%

2024 STATISTICS

Incident Type Summary	January 1, 2024, through July 31, 2024	
Incident Type	Count	Percentage of Total
Fire	24	3.2%

Overpressure Rupture, Explosion, Overheat (No Fire)	0	0%
Rescue and Emergency Medical Service (EMS) Incidents	545	73.9%
Hazardous Condition (No Fire)	13	1.7%
Service Call	55	7.5%
Good Intent Call	46	6.2%
False Alarm and False Call	52	7.0%
Severe Weather and Natural Disaster	2	0.5%
Special Incident Type	0	0%
Total	737	100%

Mutual Aid Given – EMS

Lisbon – 11
Menomonee Falls – 17
Pewaukee – 9
New Berlin – 1

Mutual Aid Received - EMS

Lisbon – 17
Menomonee Falls – 2
Merton – 2

Mutual Aid Given – Fire

Lisbon – 10
Western Lakes – 1
Waukesha (Village) – 1
Germantown - 2
Southern Ozaukee - 1
Lake Country – 1
Hartland – 1
Pewaukee – 2
Menomonee Falls – 1
Mukwonago – 1
Brookfield (Town) – 1
Brookfield (City) – 1

Mutual Aid Received - Fire

Merton – 5
Pewaukee – 2
Lisbon – 12
Menomonee Falls – 3
Richfield – 1

Calls Totals Per Shift

Red Shift - 243
Blue Shift - 227
Green Shift – 267

Resignations From Department:

- Zach Brandmeier, Brandon Bergner, Dan Karinen, Mike Simonis, Taylor Zeker, Nick Thompson, Caitlin Rouka, Alex Mross, Brandon Brandemuehl.

Returned From Leave of Absence:

- N/A

Current Members on Leave of Absence:

- Ryan Hubley, Jason Langland, Caleb Lossman

New Hire Recommendations:

- John Savorias – Part-Time Firefighter/EMT

Fire Department Highlights:

- New Full-time Employee Academy – May 6th – 10th.
- Hose Testing completed – May 9th.
- Waukesha County Functional Exercise (WSD and SFD) – May 15th.
- Woodside Elementary Egg Drop – June 6th.
- Classic Car Cruise – June 13th.
- SCBA flow test – July 2nd.
- Attended 4th of July Parade and fireworks standby – July 4th.
- Completed Lions Daze tent flushing and participated in Parade – July 13th, 14th, & 15th.
- Pop-up Splash Pad, Sussex Summer Camp Participants – July 31st.
- National Night Out – August 1st.
- Village of Sussex 100th Anniversary Celebration – August 9th, 10th, & 11th.
- Conducted interviews with two full-time firefighter/paramedic candidates – August 6th.