

## **Department Meeting Minutes 01.15.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 12.18.2023 meeting. Motion to approve the minutes was given by 3<sup>rd</sup> Lieutenant Richard Petersen and 2<sup>nd</sup> by Kyle Miller. All were in favor of motion; motion was carried.

### **Applications & Resignations:**

None at this time.

### **Chief Roger Bissen**

When filling SCBA cylinders make sure you put the caps back on.

Updates for EMS –

Supervisory meeting every week – working on Policy and Procedures

EMTs – make sure you are getting familiar with Medic 3

EMS Conference is February 9<sup>th</sup>-10<sup>th</sup>.

Winter Fire School is January 27<sup>th</sup> – 28<sup>th</sup>.

Chiefs Workshop – March 23<sup>rd</sup> any Officer can go, and it will be held at the Training Bureau.

Mid-Year will be April 26<sup>th</sup> – 27<sup>th</sup>.

MDA fill the boot – HFD made the honor roll with a total raise of \$1,960.00.

Northwest Iowa Fire School is March 8<sup>th</sup>-10<sup>th</sup>.

Jenny Lefeber will be hosting some trainings that will be a chance for CEUs.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Nothing to Report

### **Captain Ryne Nelsen:**

Nothing to Report

### **1<sup>st</sup> Lieutenant Russ Lacy:**

Nothing to Report

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

February's Training will be recert for CPR.

Reminder to turn drains on trucks.

*Fire Calls and who responded were read.*

### **Good for the Department:**

Jim Petsche passed away, but his funeral will not be until spring. He was on the Harlan Fire Department for 36 years and held an Officer position for 21 of those years. The department will be a part of it.

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 02.19.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 01.15.2024 meeting. Motion to approve the minutes was given by 3<sup>rd</sup> Lieutenant Richard Petersen and 2<sup>nd</sup> by Kyle Miller. All were in favor of motion; motion was carried.

Board Minutes were read from the Board Meeting on 01.22.2024 (4<sup>th</sup> Quarter Meeting).

### **Applications & Resignations:**

None at this time.

### **Chief Roger Bissen**

EMS Update:

- Still working on Policies and Procedures
- More concise definition of job duties/titles

Upcoming Dates:

- Chief Conference is March 23<sup>rd</sup>.
- HazMat Tech Class will be March 22<sup>nd</sup> through the 24<sup>th</sup>.
- Mid-Year is April 5<sup>th</sup> – 6<sup>th</sup>.
- Will be out of town/state March 6<sup>th</sup> – 10<sup>th</sup>.
- Sioux City Fire School will be March 9<sup>th</sup>.

SOP deployment sheets have been updated as read in the Board Minutes from 01.22.2024.

Constitution had some updates from the Board Meeting pertaining to EMS Members only.

The board voted to change the number of members from 3 to 8. This will be voted on at March's Department meeting.

Starting to get phone calls/requests about CRP burns.

Possible structures to be burn – no training for these structures.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Truck Duties:

- Make sure we check everything on the trucks. 29's battery was dead when tried to start. Also make sure trucks are full of water and fuel on meeting nights and after every call.
- Truck Checklist Sheets – what do we need to get those items updated? There was discussion about if items are missing; we need to find those missing items. Other items included locations were not matching and/or items duplicated.

### **Captain Ryne Nelsen:**

Nothing to Report

### **1<sup>st</sup> Lieutenant Russ Lacy:**

CQI Meeting – EMS protocols possible due date of March.

March 20<sup>th</sup> at 6:00pm will be Shelby County EMS training.

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

Waiting on training props from the state for available dates. Chief Roger said that he had an updated one. More to come.

*Fire Calls and who responded were read.*

**Good for the Department:**

Logan Butler mentioned incorporating an EMS training into our schedule. There was a discussion about having an actual training night versus everyone coming down when it works. EMS training would be the 1<sup>st</sup> Wednesday of the month at 7pm.

Numbering system/accountability:

- Harlan would be the 1400 block of number for example Chief Roger would be 1401. There was some discussion and Chief Roger will look into it and discuss it next month.

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 03.18.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 02.19.2024 meeting. Motion to approve the minutes was given by Allison Taylor and 2<sup>nd</sup> by 2<sup>nd</sup> Lieutenant Justin Schechinger. All were in favor of motion; motion was carried.

President Chris Bylund made a message to the department – remember these meetings are a business meeting and we need to make sure we are conducting ourselves as such.

### **Applications & Resignations:**

None at this time.

### **Chief Roger Bissen**

Received updated IFA membership cards – will hand those out to members.

Currently there are no updates regarding EMS.

The chief workshop is this Saturday (23<sup>rd</sup>).

HazMat Training is this weekend (22<sup>nd</sup> – 24<sup>th</sup>)

Mid-Year is April 5<sup>th</sup> – 6<sup>th</sup>. We need to vote on a voting delegate for the Mid-Year meeting.

There was a motion by Mike Kienast to nominate Chief Roger Bissen as HFD voting delegate and the motion was 2<sup>nd</sup> by Jackson Parkhurst. All were in favor of motion; motion was carried.

SOP updates – as stated in last month's meeting it was discussed to raise the EMS only membership from 3 to 8 members. We now need to vote on this change. There was a motion by Assistant Chief Bruce Blum to accept the changes to the SOPs regarding EMS Only members and the motion was 2<sup>nd</sup> by 1<sup>st</sup> Lieutenant Russ Lacy. All were in favor or motion; motion was carried.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Questioned who was going to fire convention between September 4<sup>th</sup> – 8<sup>th</sup> (those names were recorded). Discussed the camping spots for convention and there was a motion by Mike Kienast for the Association to pay for the extra camping spots and the motion was 2<sup>nd</sup> by 3<sup>rd</sup> Lieutenant Richard Petersen. All were in favor of motion; motion was carried.

### **Captain Ryne Nelsen:**

Can we get the hose replaced on the gator – it is getting worse.

There was discussion about the condition of the hose, but nothing was decided at this time.

### **1<sup>st</sup> Lieutenant Russ Lacy:**

March 20<sup>th</sup> is EMS Training

MMC will be doing some training on trauma case studies – still waiting on some details regarding this training.

Reminder to make sure trucks are clean after calls or control burns; especially Medic 26.

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

Nothing to Report

*Fire Calls and who responded were read.*

**Good for the Department:**

Jacub Hazen – on Tanker 34 the wiring for the lanterns wasn't connected – Chief Roger will look at it. Also, 30 air connection is having issues so for now it will be hooked up to a line (like Tanker 34).

Patrick Gaul – could we simplify training? Last training night with the port-a-tanks, transfers, pump operations, and ladder 28 was just a little too much in one night. After discussion the officers will work on keeping training unified and simple.

Logan Butler – touching base on the number system that was mentioned at the board meeting and department meeting. Chief Roger is not ready to implement this method. Also, talked about the house that we have lined up to burn and asked about training opportunities. Chief Roger said these houses are not trainable.

Captain Ryne Nelsen – Could we get Jack Gubbels some gear?

There was some discussion about Jack Gubbels involvement in on fire calls, but nothing was decided at this time.

Mike Kienast – The Ground Coffee Shop is offering free drinks for all First Responders.

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 04.15.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 03.18.2424 meeting. Motion to approve the minutes was given by Captain Ryne Nelsen and 2<sup>nd</sup> by Patrick Gaul. All were in favor of motion; motion was carried.

Board Minutes were also read from the April Meeting (04.08.24).

### **Applications & Resignations:**

Ethan Lytle – still needs 2 signatures on his application.

### **Chief Roger Bissen**

Still continuing to meet twice a month for EMS- currently we are at the stage of reviewing the new Policies and protocols.

There have been some issues regarding the gator pump; a new one has been ordered as along with a hose. Tires for Tanker 30 are in and will get those replaced.

May 4<sup>th</sup> there is an event at Pioneer Park to help raise money for the new park. They are requesting the flag for the 5k.

Conservation Day is at Prairie Rose on May 7<sup>th</sup>.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Truck Deployment – Mutual Aid

### **Captain Ryne Nelsen:**

Mention the possibility of turning Tanker 30 around in the bay. After some discussion Chief Roger said there was a much higher % that 30 will follow Tank 34 instead Tanker 30 by itself.

Asked about getting some radio belts for the trucks (around 10).

Chief Roger will look into it.

When performing monthly truck checks need to swap out batteries to make sure tools are not dead when needing to use them.

TacMed Information – Talked to the Sheriff. There are two certified trainers for TacMed if we want more information we should schedule a sit down with the two trainers.

### **1<sup>st</sup> Lieutenant Russ Lacy:**

May 1<sup>st</sup> will be Stop the Bleed training for anyone who would like to attend. This training will be provided by Public Health.

May 1<sup>st</sup> we will be taking our picture for EMS week, please wear your blue shirts.

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

Nothing to Report

*Fire Calls and who responded were read.*

**Good for the Department:**

Nothing to Report

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 05.20.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 04.15.2424 meeting. Motion to approve the minutes was given by 2<sup>nd</sup> Lieutenant Justin Schechinger and 2<sup>nd</sup> by Jackson Parkhurst. All were in favor of motion; motion was carried.

### **Applications & Resignations:**

Ethan Lytle's application has been tabled for 30 days and is now time to be voted on. The department had a secret ballot. After the votes were counted Ethan was voted on as a member of the Harlan Fire Department.

There was a motion by 1<sup>st</sup> Lieutenant Russ Lacy to waive the 30-day tabling period for Jack Gubbels, the motion was 2<sup>nd</sup> by Jackson Parkhurst. All were in favor of motion; motion was carried. The department had a secret ballot. After the votes were counted Jack was voted on as a member of the Harlan Fire Department.

Application was read for Mitchell Leinen – his application had two signatures. Application will be tabled for 30 days and voted on at Julys meeting.

### **Chief Roger Bissen**

Update on EMS

EMS week is this week. Ther will be an open house on 5/21 from 5-7pm  
Association might have to buy the buns if there is a cost.

Marlene Johnson has a brush pile that needs burn – Captain Ryne Nelsen will be in charge of that.

Memorial Day Service

Setting flags out on Thursday at 6pm and will pick up on Tuesday 6pm.

Water/Fire Hydrant Policy

The use of fire hydrant during non-emergency  
Chief Roger gave the department a map of all the hydrant locations in Harlan.  
There was discussion about the map and the policy.

Meeting Room Usage

Make sure you leave it in good condition. Vacuum the meeting room, kitchen, and bathrooms.  
Inspect the chairs, wash the dishes, and be careful on what you put on the walls, and watch the air - conditioner.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Nothing to Report

### **Captain Ryne Nelsen:**

Could we buy or move a trash hook – it was decided to move a trash hook from 32 to 34.

### **1<sup>st</sup> Lieutenant Russ Lacy:**

June 2<sup>nd</sup> is Log Cabins days from 10:30 – 3:00.

June 16<sup>th</sup> is the flight breakfast at 7:00am

There was a discussion about EMT's that are not on our department should not responding to our calls.

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Was there an AAR? Was wondering why we were making calls outside our area. There was an AAR and there was some discussion regarding those calls and how it was just an error that was made due to some miscommunication between all departments. EMA is aware of it.

**3<sup>rd</sup> Lieutenant Richard Petersen:**

There was a request from Kirkman Fire to have members from the Honor Guard and the use of our bell at their Memorial Day service at 10am.

*Fire Calls and who responded were read.*

**Good for the Department:**

Nothing to Report

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 06.17.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Treasurer Madi Nelsen from 5.20.2024 meeting. Motion to approve the minutes was given by 3<sup>rd</sup> Lieutenant Russ Lacy and 2<sup>nd</sup> by Jackson Parkhurst. All were in favor of motion; motion was carried

### **Applications and Resignations:**

Mitchell Leinen's application has been tabled for 30 days and is now time to be voted on. The department had a secret ballot. After the votes were counted, Mitchell was voted on as a member of the Harlan Fire Department.

No resignations at this time.

### **Chief Roger Bissen:**

Update on EMS

July 1<sup>st</sup> will start the process of hiring a permanent EMS director, Jordon Sanders is currently in this role.

Marlene Johnson's brush pile needs to be burned soon, Ryne said that June 24<sup>th</sup> or 26<sup>th</sup> are the days that should work, just need more people to help.

Hydrant policy was handed out at last month's meeting – any questions? There was a question that was brought up about the “max fill” out of the station's water for our trucks – Roger said that he has no concern about that. The main goal is to only use the hydrants if there is an active fire. There was also a water main break on 12<sup>th</sup> and Hill Street on Saturday (6.15.2024)

American Test Center will be at the Harlan Fire Department on June 27<sup>th</sup> to test Ladder 28 and all the ground ladders

July 4<sup>th</sup> Fireworks – needing help at dusk

Shelby County Fair Parade will be July 11<sup>th</sup> – needing someone (child) to ride in the remote firetruck in the parade. No decision was made at this time.

Iowa State Fair – IFA Hall of Flame is asking for assistance for their booth between August 8<sup>th</sup>-18<sup>th</sup>.

Roger Bissen and Chris Bylund are signed up to work on the 14<sup>th</sup> at 8am.

Engine 32 will be going to Des Moines on June 18<sup>th</sup> to fix the leaking steering box, and other maintenance items (radios turning off when the air horn blows), truck is scheduled to return June 20<sup>th</sup>. The first out truck for the time being will be Ladder 28 for structure fires and Engine 34 will follow, and then following will be Engine 31.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Nothing to Report

### **Captain Ryne Nelsen:**

We will be having approximately 10-12 sets of active fire gear that will be expiring in September of 2024, we will need to start looking at replacements

### **1<sup>st</sup> Lieutenant Russ Lacy:**

The AED from Engine 32 is now in Medic 3 in the bench seat next to the red bag.

Dr. Markham gave the okay for EMTs to do CPAP now – June 26<sup>th</sup> the Ambulance Corp will be at the fire department to go over that process with the EMTs. We will be hosting, therefor in charge of dinner, there are leftover hamburgers and hot dogs from the EMS Open House. The association will pay for drinks and chips for the training.

**2<sup>nd</sup> Lieutenant Justin Schechinger:**

When there are nighttime calls (in the middle of the night), please attempt to come – even if it is a minor call. Try to treat every call like it is the real deal.

**3<sup>rd</sup> Lieutenant Richard Petersen:**

Nothing to Report

*Fire Calls and who responded were read.*

**Good for the Department:**

Logan Butler reminded everyone to please wash fire gear

Roger Bissen introduced our new City of Harlan Liaison, Aaron Nippert

## **Department Meeting Minutes 07.15.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Treasurer Madi Nelsen from 06.17.2024 meeting. Motion to approve the minutes was given by Captain Ryne Nelsen and 2<sup>nd</sup> by Patrick Gaul. All were in favor of motion; motion was carried. Board Meeting Minutes were also read by Treasurer Madi Nelsen from 07.08.2024 meeting.

### **Applications and Resignations:**

No applications at this time.

Jackie Weisenborn submitted her resignation – Motion to approve her resignation was given by Allison Taylor and 2<sup>nd</sup> by 3<sup>rd</sup> Lieutenant Richard Petersen. All were in favor of motion; motion was carried.

### **Chief Roger Bissen:**

Update on EMS

July 1<sup>st</sup> starting date for the process of hiring a permanent EMS director is being postponed until this fall due to tax/bill revenue.

Hydrant policy

Reiterated to fill at the fire station unless working on an active fire. Tanker trucks fill at the pink dot on the maps. There is a laminated copy of the map in all trucks. Hydrants will have DOT tape (red and white) to indicate which ones are best to use. Some hydrants have also been added to the map.

IAmResponding Calendar

Traci Irlmeier is helping with inputting dates on the calendar, please utilize it – you can show if you are “Attending, Not Attending, or Not Sure.” Please still message Roger if you are not able to make it to a training or meeting night.

Minimum Age Requirement

We are lowering the minimum age requirement from 19 years old to 18 years old. We will vote on this at next month's regular meeting.

Storm Lake Regional Fire School

August 17<sup>th</sup>-18<sup>th</sup>, Roger has more information if interested.

Junior Firefighter Program

Discussion about recruiting; we will have an 8-person committee to help recruit, having school kids help on scenes of fire calls. They will NOT be in the hot zone but will be able to help with clean up and be there to assist where they can. When they become 18, they will be able to join the department and won't require a probation period (if applicable). There was discussion about including Elk Horn School, but it was decided to only focus on Harlan Community School. We will establish SOP's soon and discuss more in the future.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Make sure to be doing due diligence on all trucks and that they are ready to go for the next call.

### **Captain Ryne Nelsen:**

Nothing to Report

### **1<sup>st</sup> Lieutenant Russ Lacy:**

Nothing to Report

**2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

**3<sup>rd</sup> Lieutenant Richard Petersen:**

PRI will be here at next month's training (August 5<sup>th</sup>) with forcible entry props.

**City of Harlan Liaison Aaron Nippert:**

Nothing to Report

*Fire Calls and who responded were read.*

**Good for the Department:**

A thank you was read from Susie Mages for use of the big flag at Relay for Life

## **Department Meeting Minutes 08.19.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 07.15.2024 meeting. Motion to approve the minutes was given by Zach Jense and 2<sup>nd</sup> by Jackson Parkhurst. All were in favor of motion; motion was carried.

### **Applications and Resignations:**

No applications at this time.

Jackson Parkhurst submitted her resignation – Motion to approve her resignation was given by Patrick Gaul and 2<sup>nd</sup> by Alex Blum. All were in favor of motion; motion was carried.

### **Chief Roger Bissen:**

- EMS is still operating as it was – no updates at the time.
- At the quarterly board meeting it was discussed about lowering the minimum age requirement from 19 to 18 years of age. Motion to approve the change was made by Patrick Gaul and 2<sup>nd</sup> by Kyle Miller. All were in favor of motion; motion was carried.
- Fire Prevention 2024
  - o Open House will be October 6<sup>th</sup>
  - o Not spending a lot of money on paper materials
    - Will still include coloring books
  - o Looking at more materials for pizza deliveries and open house
  - o Teachers would like to see us in the schools
    - High fives, assemblies, talks, etc.
  - o Coloring Contest – possible idea for the winner, ride to school in a fire truck.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

The Board has discussed going to look at aerials – will get something on the schedule soon.

### **Captain Ryne Nelsen:**

Nothing to Report

### **1<sup>st</sup> Lieutenant Russ Lacy:**

Nothing to Report

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

Currently, training night is schedule for Labor Day.

After discussion about when training night should be there was a motion by Captain Ryne Nelsen to move it to September 9<sup>th</sup>. The motion was 2<sup>nd</sup> by Assistant Chief Bruce Blum. All were in favor of motion; motion was carried.

### **City of Harlan Liaison**

Not Present

*Fire Calls and who responded were read.*

**Good for the Department:**

Reminder – when there is a 2<sup>nd</sup> page on medical calls, anyone on the department can show up to the calls.

## **Department Meeting Minutes 09.16.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 08.19.2024 meeting. Motion to approve the minutes was given by Kyle Miller and 2<sup>nd</sup> by Patrick Gaul. All were in favor of motion; motion was carried.

### **Applications and Resignations:**

Application for Keaton Jones, Daniel Tovar, and Troy Renter were read and need two signatures. Application for Troy Renter is wanting to be a chaplain for the Department – this will qualify as an

### **Chief Roger Bissen:**

Fire Prevention materials came in and we are planning a different approach to getting the information out.

All the information will go into a bag to be delivered during pizza deliveries. We need to plan a night to prepare the bag – it was decided that Tuesday the 17<sup>th</sup> at 7pm at the firehall.

There is a sign-up sheet for pizza deliveries

Training Night will be switched to Tuesday, October 1<sup>st</sup>.

October 7<sup>th</sup> will be high-fives at Primary School. Meet at the station at 7:15am to be at school at 7:10am.

October 12<sup>th</sup> is Trunk or Treat at Nishna Bend.

October 13<sup>th</sup> is Harvest Fest – wondering if there is anyone to take a truck. It would be from 11:00am – 1:00pm.

Thursday is the last bike night of the season; they have requested the flag. Meet at the station at 4:30pm.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Mentioned about hiring someone to come in and do hose testing since it has been a while since it has been done. It would be around \$1,500.00. Nothing was decided at this time.

### **Captain Ryne Nelsen:**

An extra 13/4 is now on 34 for field fire season.

### **1<sup>st</sup> Lieutenant Russ Lacy:**

Nothing to Report

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

Nothing to Report

*Fire Calls and who responded were read.*

### **Good for the Department:**

Logan Butler mentioned that in Unit 29 that the radio is now located on the top shelf in the left compartment.

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 10.21.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 09.16.2024 meeting. Motion to approve the minutes was given by Patrick Gaul and 2<sup>nd</sup> by 3<sup>rd</sup> Lieutenant Richard Petersen. All were in favor of motion; motion was carried.

Board Department Minutes were also read from the 10.14.2024 meeting.

### **Applications and Resignations:**

The department had 3 applications to vote on that have been tabled for the required 30 days. Applications were for Daniel Tavor, Keaton Jones, and Troy Renter. The department had a secret ballot. After the votes were counted for each application, Daniel, Keaton, and Troy were voted on as members of the Harlan Fire Department.

No resignations at this time.

### **Chief Roger Bissen:**

Fire Prevention Update

- Poster from the Public and Catholic schools need to be judged for a winner. The winner will have a ride to school in a fire truck. Need to figure out the winner before next week. The members that said they will help were 3<sup>rd</sup> Lieutenant Richard Petersen, Madi Nelsen, Ryne Nelsen, and Traci Irlmeier.

There was a text about Gene Gettys resigning. He will be moving closer to family.

The city is working on its budget for 2025 and 2026.

Chief Roger, Assistant Chief Bruce and Captain Ryne will be out of town for the next few days to go and look at options for a ladder truck.

Hospital Open House will be November 18<sup>th</sup> from 6-7pm. We will meet at the station at 6pm and will head there to tour it as a department.

Winter operations will happen when it starts getting closer to those colder temps.

Talked about Thermal Fuses that were handed out at the Chief Conference. These thermal fuses are for the public and Oxygen machines.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Customer Appreciation Party hosted by Reliant Fire Apparatus is Thursday November 7<sup>th</sup> from 7:00pm to 9:00pm in Des Moines at Buzzard Billy's

Trick or Treating at the Station – Facebook post will be done to advertise this. Members interested in participating were Assistant Chief Bruce Blum, 3<sup>rd</sup> Lieutenant Richard Petersen, and Patrick Gaul. Recently the truck went through pump testing. It was noticed that some of the trucks were not back together. Make sure you are looking at the truck before going.

The field fire that we mutually aided with Portsmouth was a big fire and moved quickly. Need to make sure we are establishing a Tac Channel for these big multi-department calls. This needs to be communicated with the Comm Center so they can identify which Tac Channel to use.

### **Captain Ryne Nelsen:**

On 31 all the SCBAs are on one side.

Avoca had a dead guy and was wondering who they can call for those type of calls? That type of call was that they needed someone with HazMat suits due to the length of time the guy had been deceased.

Chief Roger stated that it is a Pott County call since Avoca is Pott County.

**1<sup>st</sup> Lieutenant Russ Lacy:**

Nothing to Report

**2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

**3<sup>rd</sup> Lieutenant Richard Petersen:**

Next month training will be ventilation training.

There was a discussion about training schedules and how might be handled in the future. The idea was to have a random group of around 2 to 3 members plan the training for that month. There was also talk about getting PRI training schedule to help factor into that decision.

*Fire Calls and who responded were read.*

**Good for the Department:**

January 25<sup>th</sup>- 26<sup>th</sup> is Winter Fire School in Altoona.

Other Departments have reached out to see when the next Firefighter One Class will be. If we are going to do a Firefighter One class, we need more instructors. There is an instructor class at Lewis Township in Council Bluffs coming up.

Reminder to keep the station clean – take pride in your station.

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*

## **Department Meeting Minutes 11.18.2024**

Meeting was called to order by President Chris Bylund. Minutes were read by Secretary Connie Miller from 10.21.2024 meeting. Motion to approve the minutes was given by Captain Ryne Nelsen and 2<sup>nd</sup> by Logan Butler. All were in favor of motion; motion was carried.

### **Applications and Resignations:**

New application was read for Kyle Nelson; application will be tabled for 30 days.

No resignations at this time.

### **Chief Roger Bissen:**

The winners of the poster contest were

- Miles Thompson (3<sup>rd</sup> grade)
- Aubrey Brooks (4<sup>th</sup> grade)
- The posters will be judged by the IFA and the winner will be displayed at the Iowa State Fair.

There is a job posting for City Administrator

Santat will be coming to Harlan on November 30<sup>th</sup> and will need a lift down to the square at 4:30pm. President Chris Bylund will assist in getting Santa to the square.

The end of the fiscal year after tonight's meeting.

Department needs to vote of Firefighter of the year.

### **1<sup>st</sup> Assistant Chief Bruce Blum:**

Winterized pumps and when on a call make sure you are burping the pump.

When you are done with the call, put the truck back in ready status and clean up.

### **Captain Ryne Nelsen:**

Understand it is wintertime, but if you have a beard, mask will be taken away.

Brought up about SCAS needing drivers – there was discussion about Harlan EMTs going to places like Elkhorn and/or Shelby.

### **1<sup>st</sup> Lieutenant Russ Lacy:**

Project Austin training will be on December 4<sup>th</sup>. A member from Children Hospital will be coming to Harlan and going over a patient that lives in Harlan and is a part of Project Austin.

Reminder to EMTs – there is an app on your phone call PPE Agency where you can find our protocols.

### **2<sup>nd</sup> Lieutenant Justin Schechinger:**

Nothing to Report

### **3<sup>rd</sup> Lieutenant Richard Petersen:**

House Burn will be on the 23<sup>rd</sup>.

Ask the department about having Council Bluffs trainers coming to our training – the overall opinion was good.

December training night will be going over our SOPs

Reminder to sign up for fire school in January

*Fire Calls and who responded were read.*

**Good for the Department:**

Nothing to Report

Submitted By,

Connie Miller – Secretary

*These minutes are as recorded by the Secretary and are subject to Department approval at the next regular meeting.*