



# Kettle Moraine Fire Board

## KETTLE MORAINE FIRE BOARD MEETING AGENDA REVISED

Thursday, June 22, 2023  
6:30 P.M.

Municipal Building  
130 N. Harrison St.  
North Prairie, WI

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Announcement for possible closed session per WI State Statute 19.85(c) & 19.85(f) specifically to review performance evaluation of Administrative Assistant and for preliminary discussion regarding the investigation of a personnel matter, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to.
5. Discussion/action as necessary to approve minutes from 4/27/23 & 5/25/23
6. Citizen comments/concerns: no action will be taken on non-agenda items
7. Discussion/action as necessary regarding changing citizen Fire Board and Fire Commission appointments from two-year terms to one-year terms all in the same year to reflect the same time frame as the one-year term of the respective municipal leaders. (ie. Changing from two-year appointments to one-year appointments.)
8. Discussion/action as necessary regarding personnel records for KMFD accessibility and storage thereof causing a HIPPA violation.
9. Discussion/action as necessary regarding payroll records for KMFD accessibility and storage thereof causing a HIPPA violation.
10. Discussion/action as necessary regarding needing a procedure and policy regarding hostile work environment complaints.

*It is possible that members of and possibly a quorum of members of other governmental bodies of the municipalities may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*

Posted \_\_\_\_\_, 2023 by \_\_\_\_\_

11. Discussion/action as necessary regarding clarification and legal response from KMFD retained attorney (Von Briesen law firm) on the matter concerning replacement or removal of board members during their approved term.
12. Discussion/action as necessary on replacement of our KFMD retained attorney (Von Briesen law firm)
13. Discussion/action as necessary on board member access to staff computers and QuickBooks because that does constitute a HIPPA violation
14. Fire Chief Report
15. Discussion/action as necessary regarding the 2024 KMFD Budget
16. Discussion/action to approve the financial report and Accounts Payable
17. Announcement for closed session per WI State Statutes 19.85(c) & 19.85(f) specifically to review performance evaluation of Administrative Assistant and for preliminary discussion regarding the investigation of a personnel matter, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to.
18. Motion to enter closed session
19. Roll Call Vote
20. Closed session
21. Motion to reconvene into open session
22. Open session
23. Discussion/action as necessary (if applicable) regarding review of our Administrative Assistant
24. Discussion/action as necessary (if applicable) regarding investigation of personnel matter
25. Motion to adjourn

*It is possible that members of and possibly a quorum of members of other governmental bodies of the municipalities may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*

Posted \_\_\_\_\_, 2023 by \_\_\_\_\_