



## **Campbellsport Fire Department**

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[www.campbellsportfire.com](http://www.campbellsportfire.com)

### **Monthly Officers Meeting Agenda**

Date – May 13, 2025, Time – 6:00 pm

1. Call Meeting to Order
2. Notice was posted at the Village Hall and the Department Website
3. Roll Call
4. Approval of Minutes of Last Meeting
5. Safety Committee
6. Public Education
7. Communications
8. Engineers
9. Dive Team
10. EMS
11. Training Committee
12. Recruitment & Retention Committee
13. Building & Grounds Committee
14. SCBA Inspections
15. Conferences Review
16. New Business
17. Adjourn

***OPEN MEETINGS NOTICE:*** *A quorum of Village Board members may be present, but no action will be taken.*

**Campbellsport Fire Dept  
Officer Meeting Minutes  
May 13, 2025**

1. Meeting called to order by **Fire Chief Craig Olson** at 6:00 PM.
2. Notice was posted at the Village Hall and on the department website.
3. Roll call – **11** present. **2** absent (per bylaws a quorum was present)
4. **Jamie Miller** , second by **Justin John**, made a motion to approve the minutes of the April 2025 officer meeting. Motion carried (voice vote)
5. Discussion of Mental Health Month (May) and accident scene considerations.  
Concern raised about traffic control during incidents, and the need to change communication channels.  
Issues raised regarding radio traffic affecting transmissions.
6. No update on the Babysitting Class date, will follow up at a later time.  
Information shared about car seat identification tags found at FDIC, will share more details later.
7. Sheriff's Department VHF channel officially shut down and replaced with the 800 MHz system.  
Ongoing discussions about using this frequency as a repeatable fire channel.
8. No major issues except for a windshield replacement on Engine 406.  
The drip torches are now working well after repairs.
9. The next dive will be on Monday, May 19th at Breezy Hills. Divers will tie off the current ropes to make future retrieval easier.  
Looking to assist with the dry hydrant at Van Dyne in the coming weeks.  
Heads-up for the equipment purchases the dive team is considering.
10. Update on EMS equipment status. EMS day duty availability required by May 20th.  
Life Pack 401's pulse ox is being swapped out. EMS members reminded to submit availability by deadline.
11. Leadership program scheduled for May 20th.  
Announced plans for the next demonstration on truck company operations for the department.
12. Thanks to all who participated in the Easter event.  
Reminder members to attend pictures for department photos.
13. Concrete work is scheduled to start on May 26th, with completion expected by July 4th.  
Update on the work being done on the park's bathroom doors and overall grounds maintenance.  
New plants will be introduced around the building.
14. Catherine will complete SCBA inspections on the 26th and provide a list of items that need attention.  
SCBA inspections will be handled as monthly checks and documented accordingly.
15. FDIC attendance update provided. Purchased new flashlights and hoses from the conference.  
Sawdust City Conference was attended by **Craig** and **Aaron**. It included four top-notch presentations, including topics on mental health and leadership.
16. Speaker 9 mentioned the discontinuation of Interspiro's production of air packs but noted they will still repair them.

Discussion about changing helmets from yellow to black for new members, with an orange shield for identification. Various opinions shared. The idea will be revisited. The officer team is looking into the possibility of bringing back driver's license checks for liability reasons.

17. A motion to adjourn was made by **Jeff Lindsley**, second **Jamie Zehren**. Motion carried (voice vote).

Meeting adjourned at 6:25 PM.

Submitted by  
Matt Stoffel  
Secretary