



Campbellsport Fire Department

P.O. Box 709

548 East Main Street

Campbellsport, WI 53010

Tel: 920-533-5266

www.campbellsportfire.com

Monthly Officers Meeting Agenda

Date – April 14th, 2026, 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. Personnel Committee**
- 7. Public Education**
- 8. Communications**
- 9. Engineers**
- 10. Dive Team**
- 11. EMS**
- 12. Box Cards**
- 13. Training Committee**
- 14. Recruitment & Retention Committee**
- 15. Building & Grounds Committee**
- 16. SCBA Inspections**
- 17. Lexipol**
- 18. Work Day(s)**
- 19. New Business**
- 20. 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
April 14, 2026

- 1 Meeting called to order at 6PM by **Chief Craig Olson**
- 2 Notice was posted at the Village Hall and Department Website
- 3 Roll Call
Present: **13 Absent:0**
- 4 Approval of Minutes of Jan Meeting
Motion: **Don Miller**; Second: 267727. Motion carried (voice vote)
Approval of Minutes of Feb Meeting
Motion: **Don Miller**; Second: **Aaron Olson**. Motion carried.(voice vote)
- 5 Reminder to wear proper PPE and limit risk to what is savable..
- 6 Committee requested additional kudos submissions from officers.
EMS committee to recognize Viviana Trejo for passing National Registry EMT.
- 7 Successful Girl Scout event.
Babysitting classes in May and June filled quickly.
Positive feedback from Touch-a-Truck event with strong public interest and engagement.
Reminder regarding upcoming library event in June.
- 8 No communication update
- 9 Preventative maintenance and oil changes completed on apparatus.
Exhaust system on 408 repaired.
Jim reported no major concerns with 408 transmission despite rough shifting.
Discussion held regarding unused filters and Wisconsin Surplus items.
Small engine maintenance still needs review.
- 10 Dive practice scheduled for April 29.
Planned low-visibility search training with rope line techniques depending on turnout.
- 11 Viviana Trejo passed National Registry EMT.
June 27 run/walk event will require ambulance staffing.
New suction unit installed in 400.
Reminder that suction units generally operate for approximately 30 minutes on battery.
Pediatric training opportunity in Allenton scheduled for May 13 at 7:00 PM.
- 12 Officers discussed reviewing and updating box cards.
Jamie and Tori attended recent MABAS/HAZMAT system training and reported the updated system is user friendly.
Plan established to schedule work sessions for updating cards and approvals.
- 13 Upcoming live burn training planned for next week, weather and turnout permitting.
Brush pile burning may also occur.
Ladder and ventilation training scheduled for following week at the training tower.High
- 14 Committee met with Campbellsport High School counselor regarding EMS and Firefighter I opportunities.
Interest shown by several students.
Upcoming presentation scheduled with sophomores and juniors alongside Moraine Park Technical College representatives.
- 15 Volunteers requested for planter work Friday and Saturday.
Bathroom roof project delayed due to weather.

Discussion regarding station planters, flowers, and decorative additions.

Floor project update:

Remaining coating and seal work scheduled.

Access restrictions reviewed during curing process.

Truck relocation and temporary station access plans discussed.

Sprinkler inspection postponed until floor work is complete.

16 Inspections temporarily paused while apparatus are relocated during floor project.

17 One remaining policy update still in progress.

System update has complicated formatting and approval process.

Additional work session scheduled to finalize updates.

18 New Business

Ceremonial Recognition Discussion

Discussion held regarding adding more formal recognition for probation completions, retirements, and honorary memberships to strengthen department traditions and culture.

State Investigation / Facial Hair Policy Discussion

Chief Olson discussed a recent state investigation involving another fire department regarding firefighters responding with facial hair and photos posted online.

Investigation reportedly involved DSPS, SOP/SOG review, fit testing records, and potential fines.

Officers were reminded of the importance of compliance with regulations and being mindful of department image and social media exposure.

Officer Training

Officer-specific training scheduled for May 19.

Training topics include Near Miss reports and box card management.

Probationary Task Book

Jamie Zern presented a draft probationary task book for new members outlining required skills and expectations for EMS, fire, driver/operator, and future officer development.

Additional Reminder

RIT class reminder for May 2.

Motion to adjourn: **Don Miller**; Second: **Vicki Boegel**. Motion carried (voice vote)

Meeting adjourned at 6:25PM

Matt Stoffel

Secretary