



West Suburban & Maple Plain Meeting Communications

June 12th 18:00 hrs

Merger Questions/Rumors:

- Meeting notes from a May 12th Maple Plain workshop referred to a “West Hennepin Fire District” and talked about hiring of a chief and establishing an ambulance service. This caused some concern from WSFD as they were not aware this was being talked about.
 - The group discussed and believed this was focused on creation of a taxing district rather than the fire department merger. More clarification was going to be made with the cities.
- Maple Plain and Independence city councils have not yet met to discuss merger details as a group (each city has met separately or with the Fire Commission)
 - The merger group will be inviting Independence and Maple Plain mayors to future merger meetings to help facilitate discussion and answer rumors/questions

Merger Plan/Tasks

1. *Legal/Financial*
 - a. Jeff spoke with Mayor Spencer from Independence who stated the Joint Powers Agreement could be signed at any point once full approval is voted on and approved.
 - b. Attorneys and PERA staff have reviewed the merger and have said merging a public agency to a private agency would not be a problem as long as all parties (WSFD and both cities) were in favor of moving forward.
 - c. Jeff is modifying the proposed budget for the merged departments and will be presenting it to both cities
 - d. The insurance coverage of MPFD equipment/apparatus appears to be set up as an umbrella policy rather than each truck individually. WSFD looking into adding coverage for MPFD apparatus and station equipment (washer, fill station, generator, computers, etc.)
2. *Onboarding Process (merging/hiring & training firefighters)*
 - a. The current onboarding process is being evaluated at both departments with changes coming so we all have the same steps/process
3. *Rebranding trucks (new paint jobs, logos, etc)*
 - a. MPFD apparatus photos were sent to WSFD to build a quote for new truck graphics/paint
4. *Equipment changes (moving to Scott SCBAs to match WSFD, new uniforms, etc)*
 - a. MPFD MSA packs are being evaluated for a price. This money will be used to offset purchase of new Scott SCBAs (\$180,000 for 20 packs, masks, RIT bottles, etc.) to match WSFD
 - b. New uniform cost for MPFD firefighters = \$21,000
5. *Record management (moving info from ERS to First Due)*

- a. MPFD will continue using Emergency Reporting through the end of the contract (end of the year) but will be given access to First Due training module to practice and become familiar with the new documentation software we will be switching to in 2026.
6. *Bylaws and SOPs (updates and additions with MPFD apparatus)*
 - a. WSFD bylaws and SOPs were shared with MPFD. Both departments are updating SOPs to accommodate the merging of departments with different personnel training and apparatus
7. *Response protocols (apparatus response, all calls vs. station calls, etc)*
 - a. Looking into responding to certain call types together (fires, accidents, etc), like Albertville and St. Michael departments. A document will be created with the cities to operate together.
8. *Officer and firefighter requirements to be part of WSFD (Blue Card, FAO, etc)*
 - a. WSFD requirements shared with MPFD. Changes to firefighter driving/pump operations will be coming for both departments to have more structure/formal approval
9. *Training*
 - a. MPFD and WSFD have shared training dates for firefighters to join the other department. Looking at combining during the last quarter so all training is the same and done together with 2 training night options
10. *Events*
 - a. See event links to sign up for MPFD or WSFD events this summer!
11. *Duty Crews (MPFD will be given opportunities to cover WSFD duty crew shifts)*
 - a. MPFD will be fit tested for Scott SCBA masks on **Sept. 24th 1-8pm** at **WSFD**. Following this fit test, MPFD firefighters will be able to wear Scott SCBA during duty crew shifts
12. *Organizational Structure (leadership structure changes to accommodate MPFD)*
 - a. Chief Leuer is building an organizational chart with current MPFD officers retaining their officer position but may change role/title.

Looking Forward:

- Both departments are fully prepared to complete this merger by the end of the year
- The merger is happening and both departments need to start talking/working together as future coworkers.

Total Membership Meeting

- **June 26th 6:00pm** at **WSFD Office** (279 Medina St, Suite 150 Loretto, MN 55357)
- **ALL MEMBERS** from both departments. This will be an introduction to the steps of the merger process, what we have done so far, as well as time for questions/concerns about the merger or how we will operate once the merger is completed.
- Food will be provided!

Next Meeting: June 26th