

Special Meeting of the Board of Directors
Milwaukee Metro Fire Rescue Corporation

March 11, 2026

Directors: Dennis McBride, James Moldenhauer, James Archambo, Dan Devine,
Kevin Haass, Erin Hirn

A) Call to Order

B) Roll Call

**Dennis McBride, James Moldenhauer, James Archambo, Dan Devine,
Kevin Haass, Erin Hirn**

C) Election of chair and vice chair of board of directors

**Dan Devine moved to appoint Dennis McBride as Chair of the Milwaukee Metro Fire
Rescue Corporation. Erin Hirn seconded. Motion carried.**

**Dennis McBride moved to appoint Dan Devine as Vice Chair of the Milwaukee Metro
Fire Rescue Corporation. James Archambo seconded. Motion carried.**

D) Appointment of corporate officers

1) Interim President

**Dennis McBride moved to appoint Dan Devine as Interim President of the
Milwaukee Metro Fire Rescue Corporation. Kevin Haass seconded. Motion carried.**

2) Secretary

**James Archambo moved to appoint Zachary Kessler as Secretary of the Milwaukee
Metro Fire Rescue Corporation. Erin Hirn seconded. Motion carried.**

3) Treasurer

**Erin Hirn moved to appoint John Ruggini as Treasurer of the Milwaukee Metro Fire
Rescue Corporation. James Archambo seconded. Motion carried.**

4) Others, as needed

E) Review of Bylaws

F) Authorize Interim President to Apply for FEIN

**Kevin Haass authorized the interim president to apply for FEIN. James Archambo
seconded. Motion carried.**

1) Establish closing month for accounting

2) Estimate date wages will be paid

3) Estimate maximum number of employees in the next 12 months

**Erin Hirn moved establish the closing month for accounting to be December 31st , the date
wages will be paid as January 1, 2027, and the estimated maximum number of employees
in the next 12 months as 250. James Archambo seconded. Motion carried.**

G) Authorize interim president to apply for tax-exempt status

Dennis McBride moved to authorize the interim president to apply for tax-exempt status. Kevin Haass seconded. Motion carried.

Erin Hirn moved to schedule monthly meeting the 3rd Wednesday of each month at 5:30 pm at alternating location between West Allis City Hall and Wauwatosa City Hall with the next meeting on April 15th being at West Allis City Hall. Dan Devine seconded. Motion carried.

H) Approve service contract and staffing agreement

Erin Hirn moved to approve the service contract and staffing agreement. Dan Devine seconded. Motion carried.

I) Designate all professional services (legal, human resources, information technology, financial services, etc.) and authorize amounts to be paid

Erin Hirn moved to designate the professional services of legal, information technology, and marketing to the City of West Allis and the Human resources and Financial Services to the City of Wauwatosa as well as the proration of costs based on a specified percentage of the 2025 cost plus escalator. James Archambo seconded. Motion carried.

J) Authorize interim president to establish insurance coverage as of 1/1/27

Dennis McBride moved to authorize the interim president to establish insurance coverage with Cities and Villages Mutual Insurance Company and Municipal Property Insurance Company as of January 1, 2027. Dan Devine seconded. Motion carried.

K) Selection of business name

Kevin Haass moved to select the business name to be Milwaukee Metro Fire Rescue (MMFR). James Moldenhauer seconded. Motion carried.

L) Determination of branding process

Erin Hirn moved to approve the West Allis Marketing team to create a request for proposals for an outside agency to handle branding, with the West Allis marketing team overseeing the process and reporting back to the board. James Archambo seconded. Motion carried.

M) Hiring of fire chief

1) Establish pay range and benefits

Erin Hirn moved to utilize Wauwatosa benefits in the hiring process of the Fire Chief. Kevin Haass seconded. Motion carried.

2) Draft job description for fire commission use

Discussed including a draft of the job description on the April 15th agenda.

- 3) All other duties performed by fire commission
- N) Respond to request by IAFF Local 342 (single rep for both unions) to commence collective bargaining
- 1) Assignment of MMFR bargaining representative/team
James Archambo moved to select Erin Hirn, Kail Decker, and James Archambo as the bargaining team. Erin Hirn seconded. Motion carried.
- 2) Provide representative/team with direction
 - 3) Agreement will ultimately establish pay rages and terms of employment for all union firefighters and determine the number of platoons
- O) Anticipated timeline for joint fire commission appointments
The date was discussed and unanimously decided on bringing the commission appointments to both city councils on the April 28th regular council meeting.
- P) Discussion about role of Milwaukee Metro Fire Commission
- 1) Defined in and limited to Wis. Stat. 62.13
 - 2) Comprised of 6 people (3 residents from each city) on rolling terms of 3 years
 - 3) Appoint the fire chief.
 - 4) Consider the fire chief's appointments of subordinates
 - 5) Adopt rules regarding eligible hire list that are calculated to secure the best service in the departments.
 - 6) Must approve the examination, including minimum training and experience requirements, and provide for examination of physical and educational qualifications and experience
 - 7) May provide such competitive examinations
 - 8) May provide for the classification of positions with special examination for each class.
 - 9) Must print and distribute the rules and all changes in them, at MMFR expense.
 - 10) Control examinations and may designate and change examiners
 - 11) Handle disciplinary actions
- Q) Financial matters
- 1) Establishment of Bank Accounts and Financial Authority
James Archambo moved to appoint Wauwatosa to serve as the fiduciary agent. Erin Hirn seconded. Motion carried.
 - 2) Establish Purchasing Policy
Policy will be postponed to the next regular meeting.
 - 3) 2026 Budgeting philosophy
 - 4) Establish Prorated Budget for 2026
- R) Media
- 1) Public Announcement Strategy
 - 2) Website and Social Media Consolidation
 - 3) Community Open House Planning
 - 4) Interview and public statement protocol

S) Legal compliance

- 1) Records Retention Policy
- 2) Open Meetings Compliance Review
- 3) Conflict of Interest Policy

Recommendations were made to create this policy and bring it back to the board.

T) Adjournment

Dennis McBride declared the meeting adjourned at 6:59pm with the next scheduled meeting to be on April 15th at 5:30 pm at the City of West Allis City Hall.

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