



Holmen Area Fire Department

Agenda – FINAL

710 South Main Street
Holmen, WI 54636
www.holmenfire.com

HOLMEN AREA FIRE COMMISSION

Date/Time: Monday June 17, 2024 @ 6:30 pm
Location: Town of Holland Town Hall, Holmen, WI, 54636

The Holmen Area Fire Commission will hold a regular meeting on **June 17, 2024 at 6:30 pm** at the **Town of Holland Town Hall**.

All items on the agenda indicate items for discussion and possible action.

The agenda for the meeting is as follows:

- 1.) Roll Call
- 2.) Pledge of Allegiance
- 3.) Approval of Meeting Minutes
- 4.) Resident or Employee Concerns/Comments
The Commission may receive information from the public and department employees, but reserves the right to limit the time that the public/employee may comment, as well as the right to limit the degree to which members of the public and employees may participate in the meeting.
- 5.) Fire Administration Report (Chief Ostreng)
 - a. General Fire Department Stats
 - b. Staffing/Personnel Updates
 - i. Badge pinning of Firefighter/Engineer Travis Wills
- 6.) Commission Chair Report
- 7.) Unfinished Business
 - a. Commission member revised service terms
 - b. Review and acceptance of HAFD job description for Firefighter position
- 8.) New Business
 - a. Review of Chippewa Valley Technical College CPAT testing MOU
 - b. Review of current HAFD job description for Firefighter/Engineer
- 9.) Closed Session
 - a. Convene in Closed Session
 - i. The Board shall consider a motion to convene in closed session pursuant to Wis. Stats. §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. To Wit



- a. Review of probationary Firefighter/EMT performance
- 10.) Reconvene in Open Session
- 11.) Reservation of right for action and/or recommendation on Closed Session item(s)
- 12.) Next Regular Meeting Date
- 13.) Adjourn



Date Notice Emailed: 04/30/2024

Notices Posted: 04/30/2024

Notices Emailed To:

Holmen Area Fire Commission	Board/Town/Village	Media	Posted
Patrick Brockman - Holland	Marilyn Pedretti	Holmen Courier	Holmen Area FD
Marc Ertz - Holland	Rhonda Hesselberg	La Crosse Tribune	Town of Holland
Neal Forde - Holmen	Scott Heinig	La Crosse Radio Group	Village of Holmen
John Miller - Holland	HAFD Members/IAFF L127	WXOW	Holmen USPS
Barry Ploessl - Holmen	HAFD Admin	WKBT	Holmen Library
	HAFD Fire Board	WIZM	
		FOX2548	

Holmen Area Fire Commission Meeting Minutes: May 2, 2024
Meeting Location: Town of Holland Town Hall - Holmen, WI 54636

CALL TO ORDER:

The meeting was promptly called to order by Chairman Barry Ploessl at 6:30 pm.

THE PLEDGE OF ALLEGIANCE WAS RECITED.

ROLL CALL:

Present: Patrick Brockman, Town of Holland; Neal Forde, Village of Holmen; John Miller, Town of Holland; Barry Ploessl, Village of Holmen.

Also Present: Ryan Ostreng, Fire Chief; Nicholas Meinertz-FF/EMT, along with supporting family and friends; Travis Wills FF/EMT, along with supporting family and friends. Also in attendance were a handful of supportive HAFD personnel.

Special event--HAFD Staffing and Personnel:

Nicholas Meinertz and Travis Wills were in attendance for a special ceremony and recognition. With respect to this, item 5b on the agenda was moved forward in the meeting.

With a motion by Commissioner Miller, and a second by Commissioner Brockman, the swearing in and pinning ceremonies were pulled ahead in the meeting. This motion was unanimously approved.

Chairman Ploessl facilitated the swearing in of Nicholas Meinertz as Probationary Firefighter. Chief Ostreng facilitated the pinning event. Travis Wills has completed his probationary period. Chief Ostreng facilitated a pinning event in which the Probationary badge was replaced by his new shield.

APPROVAL OF MINUTES:

The minutes of the April 8, 2024 meeting were reviewed by the commissioners. A motion was made by Commissioner Forde with second by Commissioner Brockman to approve the minutes. This motion was unanimously approved.

RESIDENT OR EMPLOYEE CONCERNS/COMMENTS:

There were none presented.

FIRE ADMINISTRATION REPORT:

Chief Ostreng was not able to do a full report due to software transition. However, he recalled that we had 85 calls for April.

Candidate #1 from previous interviews was offered a position but declined the offer. Candidate #2 has been offered a position and is working through all the necessary conditions. Tentative start of July 2, 2024.

COMMISSION CHAIR REPORT:

Chairmna Ploesl was not able to secure the information regarding term length for the respective commissioners. Chief Ostreng vowed to secure that information for the next meeting.

UNFINISHED BUSINESS:

See Review of HAFD Job Description below.

By way of a motion, this topic was moved on the agenda from new business to unfinished business.

Motion by Commissioner Miller, second by Commissioner Forde.

Holmen Area Fire Commission Meeting Minutes: May 2, 2024

REVIEW OF HAFD JOB DESCRIPTION:

Revisiting the HAFD Job description as listed. Chief Ostreng did not receive any feedback from department leaders. Chief Ostreng made one very minor change to the document. Motion by Commissioner Forde, with second by Commissioner Miller, for the commissioners to do a more detailed review of the Job Description. This motion passed by unanimous vote.

Note 1- Full Job Description document was included with the meeting agenda.

Note 2-The intent is for the commissioners to spend time reviewing this document before the next meeting. Please bring forward comments, ideas, suggestions after further review.

NEW BUSINESS:

Budgetary discussions in the Town and Village will be taking place soon.

CLOSED SESSION:

No Closed Session was needed.

RECONVENE IN OPEN SESSION:

N/A

NEXT REGULAR MEETING: June 17, 2024 at 6:30pm at Town of Holland Hall.

ADJOURN:

A motion was made by Commissioner Brockman, with a second from Commissioner Forde to adjourn. This motion passed with a unanimous yes voice vote. The meeting adjourned at 7:31 pm.

Minutes taken and published by John Miller, Commission Secretary

Holmen Area Fire Department
710 Main Street South
Holmen, WI 54636
608-526-9363

OFFICIAL OATH OF OFFICE

State of Wisconsin

County of La Crosse

I, Travis Wills, who has been appointed to the office of

Engineer

affirm that I will support the constitution of the United States and the constitution of the state of Wisconsin, and will faithfully discharge the duties of the said office to the best of

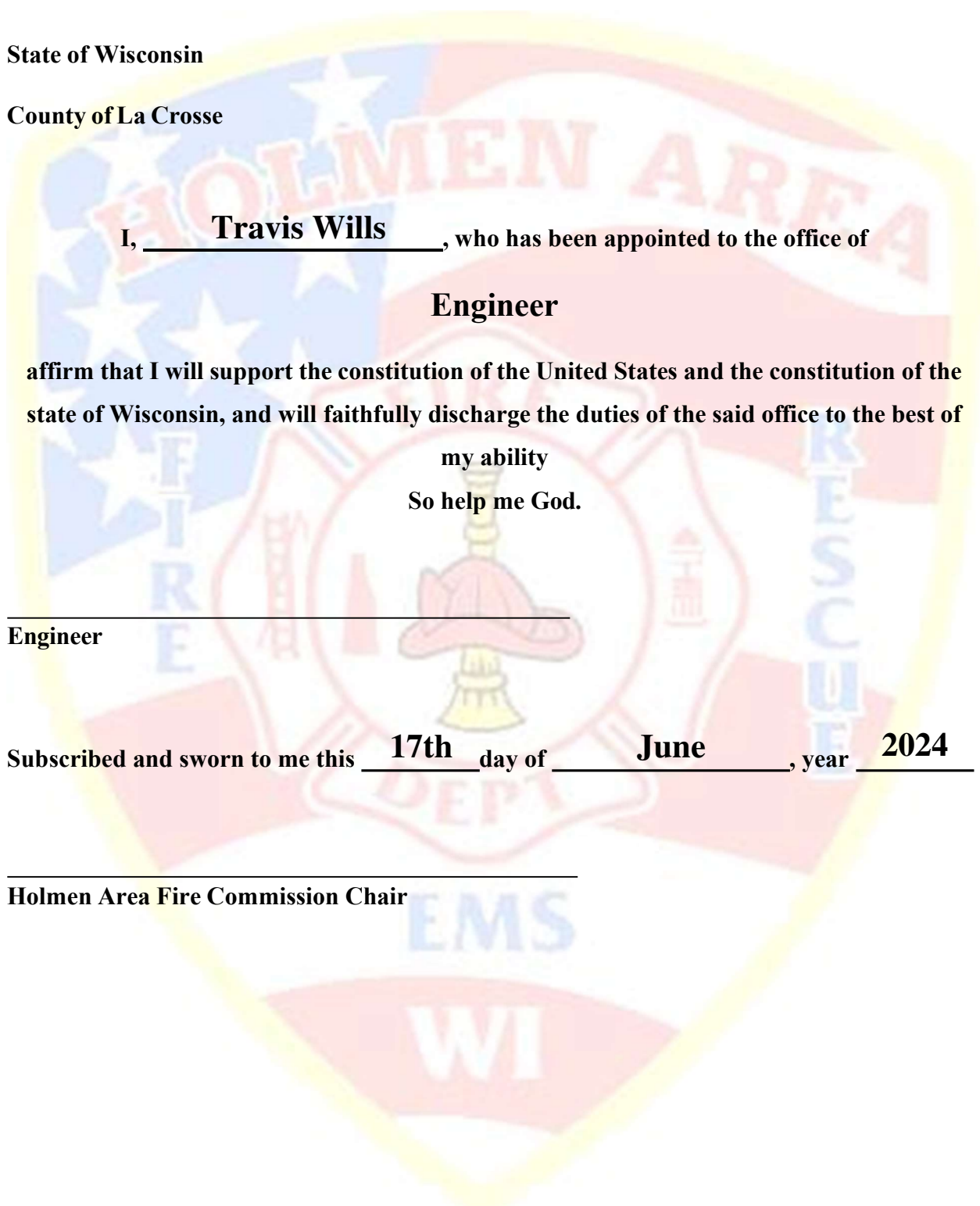
my ability

So help me God.

Engineer

Subscribed and sworn to me this 17th day of June, year 2024

Holmen Area Fire Commission Chair



2024 Initial HAFD Fire Commissioner Roster											
Commissioner	Last Name	First Name	Jurisdiction Representing	Office	Year On	Year Off	Extended Year Off	Phone Number	2nd Phone Number	Email Address	Home Address
1	Ertz	Marc	Town of Holland		Jan-24	Apr-24	Apr-25	608-317-2457	608-526-9929	mcertz@gundersenhealth.org	W7865 Country Ave, Holmen, WI 54636
2	Forde	Neal	Village of Holmen		Jan-24	Apr-25	Apr-26	608-526-4148		nealforde@gmail.com	1603 Cliffview Dr, Holmen, WI 54636
3	Miller	John	Town of Holland	Secretary	Jan-24	Apr-26	Apr-27	608-790-6524		joh1616Miller@gmail.com	N6880 Sand Prairie Ct, Holmen, WI 54696
4	Ploessl	Barry	Village of Holmen	Chair	Jan-24	Apr-27	Apr-28	608-526-9364	608-386-8718	barry.ploessl@edwardjones.com	910 Deerfield Street, Holmen WI 54636
5 Rotating	Brockman	Patrick	Town of Holland (Rotates)	Vice Chair	Jan-24	Apr-28	Apr-29	608-792-0055		PCBrockman49@gmail.com	W8088 Old NA, Holmen, WI 54636

HOLMEN AREA FIRE DEPARTMENT

JOB DESCRIPTION

FULL-TIME FIREFIGHTER/EMT

REPORTS TO:

Company Officer (Lieutenant or Captain)

NATURE OF WORK:

This job description is intended as an illustration of the various types of work performed at this rank. The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related, a logical assignment of the position, or of an imminent nature.

PURPOSE OF POSITION:

The Firefighter is responsible for fire suppression, hazardous materials response, rescue operations, emergency medical services, fire inspection, and vehicle and fire station maintenance.

- 1) Responds to alarms as a member of a firefighting company, and performs a variety of fire ground functions, as the situation demands.
- 2) Operates and performs preventative maintenance and checks on all fire department vehicles and equipment.
- 3) Responds as a member of a medical team to bring emergency medical care to the citizens and visitors of the community.
- 4) Prepares written reports and maintains records under supervision of a Company Officer.
- 5) Participates in daily training exercises and classroom lectures.
- 6) Performs duties as an Acting Engineer, if qualified, when assigned.
- 7) Performs duties as an Acting Company Officer, if qualified, when assigned.
- 8) Responsible for cleanliness of station and maintenance of apparatus, tools, equipment and all other fire department property.
- 9) Conducts demonstrations, tours, and public speeches on fire safety, fire prevention, CPR, fire extinguishers, smoke detectors, first-aid, and other subjects to the public.
- 10) Performs fire inspections and pre-emergency plans when assigned.

PHYSICAL DEMANDS OF POSITION:

These physical demands are representative of demands that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable persons with disabilities to perform essential functions.

- 1) Standing, walking and sitting.
- 2) Stooping, kneeling, crouching and crawling.
- 3) Running, swimming, grappling, climbing, balancing, bending, and twisting.
- 4) Reaching, feeling, talking and hearing.
- 5) Vision requirements in accordance with NFPA 1582.
- 6) Lifting, carrying, pushing/pulling: 100 lbs or more.
- 7) Handling, grasping and fingering: fire hose, ladders, performing CPR, utilizing patient lifting devices, etc.

PHYSICAL ABILITY:

- 1) Stamina - vent a roof, pull charged hose line: strip roof w/tools; climb stairs w/ equipment; carry hose up multiple flights.
- 2) Extent Flexibility - Roll/pull hose; remove ceiling w/poles; push ladder to peak; reach out from ladder; chop w/axe; extricate victim; overhaul burned building; remove building parts.
- 3) Dynamic Flexibility - Chop w/axe; pick up hose; advance hose; strip roof; perform CPR/chest compression.
- 4) Static Strength - Carry hose; lift/carry victim/patient; move charged hose; lift ladder; move generator.
- 5) Explosive Strength - Force entry w/ axe battering ram; raise ladder; run up steps w/ equipment; breach walls; pull advance hose; chop w/axe to vent roof.
- 6) Dynamic Strength - Climb ladders/stairs in full turn out w/equipment; climb aerial ladder.
- 7) Trunk Strength - Pull charged hose; perform CPR; pick up equipment at fire; hold hose on fire target; lift victim.
- 8) Speed Limb Movement - Dodge debris; chop w/ axe; don SCBA; pump manual pump; exit burning building; operate/drive apparatus; operate aerial apparatus; perform CPR.

- 9) Gross Body Coordination - Climb/descend ladder w/victim; advance charged line while maintaining flow on target; walk across roof ridge; start/use power tools.
- 10) Gross Body Equilibrium - Walk icy roof peak at night; carry patient down stairs; swing axe from ladder.
- 11) Arm-Hand Steadiness - Take BP/pulse; operate power tools; perform CPR; apply traction to limb/neck of victim; connect hose couplings.
- 12) Manual Dexterity - Couple hoses; perform CPR; bandage patient; use tools/extraction equipment; use bag valve mask; tie knots; use SCBA.
- 13) Finger Dexterity - Maintain/operate SCBA equipment; bandage patient; remove object from patient airway w/ Magill forceps; tie knots; perform infant CPR.
- 14) Near Vision - Patient assessment; read manuals/pump control panel.
- 15) Far Vision - Drive to fire; visualization of fire condition; see power lines for safe ladder placement; see addresses.
- 16) Visual Color Discrimination - Determine fire status/hazards by smoke color; identify labels and placards; assess patient.
- 17) Hearing - Hear call for help in burning building; hear fire crackle in dense smoke; hear BP.
- 18) Mobility - Advance hose line; climb ladder; search/rescue in building; move on roof; get on/off equipment.
- 19) Effort - Chop/vent roof; overhaul burned buildings; advance charged line up stairs; climb stairs/ladder; use axe.

ENVIRONMENTAL/WORKING CONDITIONS OF POSITION:

- 1) Outside workplace environment that is confined.
- 2) Exposure to extreme cold, hot and normal temperatures.
- 3) Contact with water or liquids.
- 4) Exposure to loud noise with a minimum of 90 decibels and vibrations from tools, equipment, machinery, etc.
- 5) Exposure to hazardous conditions such as mechanical/electrical, chemical, burns, explosives, heights, physical injury, and fast-moving vehicles.

November, 12, 2024

Rev. May 5, 2024

[https://holmenfire.sharepoint.com/sites/FireDepartmentShare/Shared Documents/Human Resources/Job Descriptions/Firefighter \(Full-Time\)/Current/2024-05-01 Rev HAFD Firefighter Job Description.doc](https://holmenfire.sharepoint.com/sites/FireDepartmentShare/Shared Documents/Human Resources/Job Descriptions/Firefighter (Full-Time)/Current/2024-05-01 Rev HAFD Firefighter Job Description.doc)

- 6) Exposure to atmospheric conditions such as: fumes, gases, noxious odors, dust, and poor ventilation.
- 7) Exposure to blood borne pathogens, i.e., blood on self and clothing from EMS related calls.

EQUIPMENT USED:

- 1) Computer terminal, telephone and two-way radio.
- 2) Measuring devices.
- 3) Power tools, hand tools, chain saws, shovels, brooms, ladders, air tools, exhaust fans, and generators.
- 4) Car, fire apparatus, utility vehicle, UTV and boat.
- 5) Patient restraints, first-aid equipment, oxygen, blood pressure equipment, defibrillator, test equipment, general medical equipment, and patient lifting devices.
- 6) Breathing apparatus, steel tip boots, hearing and eye protection, firefighting turn-out clothing, and hazardous materials protective clothing.

EDUCATION/LICENSE/CERTIFICATION REQUIREMENTS:

Prior to the due date for applications for the rank of Firefighter, a candidate must be eighteen (18) years of age and shall have the following qualifications:

- 1) High school diploma or equivalent.
- 2) Valid driver's license or such valid operator's permit recognized by the Wisconsin Department of transportation as authorizing operation of a motor vehicle in Wisconsin (maintained throughout employment as a condition of continued employment).
- 3) Wisconsin Emergency Medical Technician license (maintained throughout employment as a condition of continued employment).
- 4) Emergency Medical Technician certification with the National Registry of Emergency Medical Technicians (maintained throughout employment as a condition of continued employment).
- 5) State of Wisconsin Certified Firefighter II or equivalent certification accredited through IFSAC or NFPA Pro Board (maintained throughout employment as a condition of continued employment).

Within one year of employment (depending on class availability), candidates are required to obtain on their own and continue to possess the following courses as a condition of continued employment:

November, 12, 2024

Rev. May 5, 2024

[https://holmenfire.sharepoint.com/sites/FireDepartmentShare/Shared Documents/Human Resources/Job Descriptions/Firefighter \(Full-Time\)/Current/2024-05-01 Rev HAFD Firefighter Job Description.doc](https://holmenfire.sharepoint.com/sites/FireDepartmentShare/Shared Documents/Human Resources/Job Descriptions/Firefighter (Full-Time)/Current/2024-05-01 Rev HAFD Firefighter Job Description.doc)

- 1) State of Wisconsin Certified Entry Level Driver/Operator Pumper

KNOWLEDGE AND SKILLS REQUIRED FOR POSITION:

- 1) Major life activities.
- 2) Effective communication, oral and written, with supervisors, peers, and public.
- 3) Understanding and following work rules, and Suggested Operating Guidelines.
- 4) Read, write, add, subtract, multiply and divide.
- 5) Knowledge of national, state and local laws and fire/safety codes.
- 6) Organize, direct and coordinate written and oral reports.
- 7) Skills in report writing, computer usage, driving, and two-way radio usage.
- 8) Knowledge of fire protection system, water supply, building construction, natural and man-made disasters, fire control and extinguishment, and combustible and flammable materials.
- 9) Skills in firefighting, patient care and public relations.

MEDICAL:

Applicants will be required to submit to a medical examination consistent with the requirements of the position, which will include drug testing, after an offer of employment and prior to appointment. This medical exam is designed to reveal any medical condition that might put the Firefighter at increased risk to self or others as a result of certain exposures or activities and to exhibit freedom from any physical, emotional or mental condition which adversely affects the performance of duties as a firefighter in the essential functions of employment, with reasonable accommodation.

SALARY AND BENEFITS:

Wages and benefits are determined by the Holmen Area Fire Department Board of Directors and the collective bargaining agreement as applicable.

BACKGROUND:

All new appointees will have a record check made by local, state or federal authorities. A conviction is not an automatic bar to employment.



Eau Claire Campuses
 Clairemont
 West
 Gateway

620 W. Clairemont Ave.
 Eau Claire, WI 54701-6162
 715-833-6200
 Fax 715-833-6470
 www.cvtc.edu

Bruce A. Barker, President

CVTC CPAT Testing -- Memorandum of Understanding

This Memorandum of Understanding outlines a partnership agreement between Holmen Area Fire Department, hereafter referred to as "department," and Chippewa Valley Technical College, hereafter referred to as "CVTC," for the period of July 1st, 2023 through June 30th, 2024.

CVTC provides specific services for the establishment of an eligibility list of qualified candidates for partnering fire departments. As a condition of this agreement, CVTC and the department agree to the following partnership provisions:

CVTC will provide

- Annual social media advertisements for the hiring process
- Application tracking and management software
- CPAT practice opportunity for all candidates
- CPAT formal exam for all candidates
- Staffing for all practice and formal exam dates
- Egrometric's FireTEAM Exam offerings
- Maintenance of the mandatory CPAT equipment; including upkeep, replacement, and storage
- Dissemination of applicant information to the appropriate departments.
- Maintenance of application portal for all candidates to register/enroll in the hiring process
- Support between the department and the IAFF/IAFC if any discrepancies or challenges arise.

The department will

- Advertise for the hiring process in their region
- Pay Annual Invoice fee of \$1,000.00 for participation in the Regional Hiring Process
- Each FD will be registered with the IAFF as a CPAT certified Dept.
- Departments will adhere to the timeline and deadlines set forth per CVTC staff
- Provide minimum applicant requirements, residency requirements, and any other changes to the department application at least 30 days prior to application period opening

Terms

- Any department withdrawing from CVTC's Regional Fire Department Hiring Process will not be allowed to regain membership for a period of 2 years without paying the 're-entry fee' of \$500.00.
- CVTC retains the right to exclude any department from entering into or renewing their contract

In addition, all parties involved agree to approach the partnership and resulting activities with on-going communication, evaluation, and collaboration as we strive for mutual benefit while meeting the needs of our students, faculty, taxpayers, and constituents. Ongoing

communications will assure that the needs of all partners are being met. Elements within the partnership requiring review should be brought to the attention of the leadership of the partners involved at the time or at any time preceding such meetings.

Jeffrey L. Dykes
Regional Fire Department Hiring Process Coordinator
Chippewa Valley Technical College



Ryan R. Ostreng
Fire Chief
Holmen Area Fire Department

HOLMEN AREA FIRE DEPARTMENT

JOB DESCRIPTION

ENGINEER

REPORTS TO:

Company Officer (Lieutenant or Captain)

NATURE OF WORK:

This job description is intended as an illustration of the various types of work performed at this rank. The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related, a logical assignment of the position, or of an imminent nature.

PURPOSE OF POSITION:

The Engineer is a skilled position responsible for driving, operating, and maintaining fire department apparatus and associated equipment and appliances in addition to the duties of the position of Firefighter.

- 1) Performs periodic checks of apparatus and equipment per department or manufacturer specifications to detect defects and for preventive maintenance purposes.
- 2) Services apparatus and equipment by washing, cleaning, testing and conducting preventative maintenance.
- 3) Submits repair orders for concerns identified during periodic checks of apparatus and equipment.
- 4) Compiles and submit records of vehicle usage, service, maintenance, and repair work.
- 5) Responds to alarms as a member of a firefighting company, and performs a variety of fire ground functions, as the situation demands.
- 6) Responds as a member of a medical team to bring emergency medical care to the citizens of the community.
- 7) Prepares written reports under supervision of a Company Officer.
- 8) Participates in daily training exercises and classroom lectures.
- 9) Performs duties as an Acting Company Officer, if qualified, when assigned.
- 10) Performs duties as a Certified Firefighter/EMT according to criteria and standards set forth by the department, when assigned.
- 11) Responsible for cleanliness of station and maintenance of tools, equipment and all other fire department property.

- 12) Conducts demonstrations, tours, and public speeches on fire safety, fire prevention, CPR, fire extinguishers, smoke detectors, first-aid, and other subjects to the public.
- 13) Performs fire inspections and pre-emergency plans when assigned.

PHYSICAL DEMANDS OF POSITION: These physical demands are representative of demands that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable persons with disabilities to perform essential functions.

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- 4) Reaching, feeling, talking and hearing.
- 5) Vision requirements in accordance with NFPA 1582.
- 6) Lifting, carrying, pushing/pulling: 100 lbs or more.
- 7) Handling, grasping and fingering: fire hose, ladders, performing CPR, utilizing patient lifting devices, etc.

PHYSICAL ABILITY:

- 1) Stamina - vent a roof, pull charged hose line: strip roof w/ tools; climb stairs w/ equipment; carry hose up multiple flights.
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- 3) Dynamic Flexibility - Chop w/ axe; pick up hose; advance hose; strip roof; perform CPR/chest compression.
- 4) Static Strength - Carry hose; lift/carry victim/patient; move charged hose; lift ladder; move generator.
- 5) Explosive Strength - Force entry w/ axe battering ram; raise ladder; run up stairs w/ equipment; breach walls; pull advance hose; chop w/ axe to vent roof.
- 6) Dynamic Strength - Climb ladders/stairs in full turn out w/ equipment; climb aerial ladder.

- 7) Trunk Strength - Pull charged hose; perform CPR; pick up equipment at fire; hold hose on fire target; lift victim.
- 8) Speed Limb Movement - Dodge debris; chop w/ axe; don SCBA; pump manual pump; exit burning building; operate/drive apparatus; operate aerial apparatus; perform CPR.
- 9) Gross Body Coordination - Climb/descend ladder w/ victim; advance charged line while maintaining flow on target; walk across roof ridge; start/use power tools.
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- 16) Visual Color Discrimination - Determine fire status/hazards by smoke color; identify labels and placards; assess patient.
- 17) Hearing - Hear call for help in burning building; hear fire crackle in dense smoke; hear BP.
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ENVIRONMENTAL/WORKING CONDITIONS OF POSITION:

- 1) Outside workplace environment that is confined.
- 2) Exposure to extreme cold, hot and normal temperatures.
- 3) Contact with water or liquids.

- 4) Exposure to loud noise with a minimum of 90 decibels and vibrations from tools, equipment, machinery, etc.
- 5) Exposure to hazardous conditions such as; mechanical/electrical, chemical, burns, explosives, heights, physical injury, and fast-moving vehicles.
- 6) Exposure to atmospheric conditions such as: fumes, gases, noxious odors, dust, and poor ventilation.
- 7) Exposure to blood borne pathogens, i.e., blood on self and clothing from EMS related calls.

EQUIPMENT USED:

- 1) Computer terminal, telephone and two-way radio.
- 2) Measuring devices.
- 3) Power tools, hand tools, chain saws, shovels, brooms, ladders, air tools, exhaust fans, and generators.
- 4) Car, fire apparatus, utility vehicle, ambulance and boat.
- 5) Patient restraints, first-aid equipment, oxygen, blood pressure equipment, defibrillator, test equipment, general medical equipment, and patient lifting devices.
- 6) Breathing apparatus, steel tip boots, hearing and eye protection, firefighting turn-out clothing, and hazardous materials protective clothing.

EDUCATION/LICENSE/CERTIFICATION REQUIREMENTS:

Prior to the due date for applications for the rank of Firefighter/Engineer, a candidate must be eighteen (18) years of age and shall have the following qualifications:

- 1) High school diploma or equivalent.
- 2) Valid driver's license or such valid operator's permit recognized by the Wisconsin Department of transportation as authorizing operation of a motor vehicle in Wisconsin (maintained throughout employment as a condition of continued employment).
- 3) Wisconsin Emergency Medical Technician license (maintained throughout employment as a condition of continued employment).
- 4) Emergency Medical Technician certification with the National Registry of Emergency

Medical Technicians (maintained throughout employment as a condition of continued employment).

- 5) State of Wisconsin Certified Firefighter II or equivalent certification accredited through IFSAC or NFPA Pro Board (maintained throughout employment as a condition of continued employment).
- 6) State of Wisconsin Technical College System Certified Driver/Operator-Pumper and/or Wisconsin Technical College System Certified Driver/Operator-Aerial as appropriate or equivalent certifications accredited through IFSAC or NFPA Pro Board.

KNOWLEDGE AND SKILLS REQUIRED FOR POSITION:

- 1) Major life activities.
- 2) Village of Holmen and Town of Holland highways, roads, streets and geography.
- 3) Traffic rules and regulations, especially those pertaining to emergency vehicles.
- 4) Fire hose, nozzles, hydrant pressures and pump capacities.
- 5) Hydraulic principles, formulas and calculations
- 6) Safely drive, maneuver and park fire department vehicles in both emergency and non-emergency conditions.
- 7) Properly operate all components of fire apparatus including fire pumps and aerial devices.
- 8) Demonstrate a high degree of mechanical aptitude.
- 9) Impart knowledge of material learned to others.
- 10) Remain calm, think clearly and act quickly in emergencies;
- 11) Effective communication, oral and written, with supervisors, peers, and public.
- 12) Understanding and following work rules, and Suggested Operating Guidelines.
- 13) Read, write, add, subtract, multiply and divide.
- 14) Knowledge of national, state and local laws and fire/safety codes.
- 15) Organize, direct and coordinate written and oral reports.
- 16) Skills in report writing, computer usage, driving, and two-way radio usage.

- 17) Knowledge of fire protection system, water supply, building construction, natural and man-made disasters, fire control and extinguishment, and combustible and flammable materials.
- 18) Skills in firefighting, patient care and public relations.

MEDICAL:

Applicants may be required to submit to a medical examination consistent with the requirements of the position, which will include drug testing, after an offer of employment and prior to appointment. This medical exam is designed to reveal any medical condition that might put the Firefighter at increased risk to self or others as a result of certain exposures or activities and to exhibit freedom from any physical, emotional or mental condition which adversely affects the performance of duties as a firefighter in the essential functions of employment, with reasonable accommodation.

SALARY AND BENEFITS:

Wages and benefits are determined by the Holmen Area Fire Department Board of Directors and the collective bargaining agreement as applicable.

BACKGROUND:

All new appointees may have a record check made by local, state or federal authorities. A conviction is not an automatic bar to employment.