



EXCELSIOR FIRE DISTRICT

Proudly serving the communities of: Deephaven, Excelsior, Greenwood, Shorewood, & Tonka Bay

Operating Committee
Meeting Excelsior Fire Station
One Conference Room
September 16, 2026, 10:00am
– 12:00pm

CALL TO ORDER & ATTENDANCE

Operating Committee Member Kristi Luger called the meeting to order at 10:20 AM

Present: Kristi Luger (Excelsior City Manager), and Marc Nevinski (Shorewood City Administrator), Max Peters (Tonka Bay City Administrator), Tom Fletcher (Greenwood Mayor in the capacity of City Administrator), Dan Madsen (Deephaven City Administrator), Interim Fire Chief Nate Basinger

Absent: None

1. Approval of Agenda – Fletcher/Luger – Approved 5/0
2. Approval of Minutes – Fletcher/Peters – Approved 5/0
3. Approval of Bills – Nevinski/Peters – Approved 5/0
4. Budget Updates
All the cities passed the EFD operations budget; Deephaven and Greenwood qualified its approval of the Capital budget by removing the UPS system from the capital budget. Basinger noted that an engineer has reviewed the UPS circuits and determined the UPS system can be downsized. EFD does generate a load for the UPS system. The OC discussed is the system can be localized or otherwise modified to reduce costs. It recommended the Chiefs develop a joint memo outlining considerations for the UPS and options to move forward given the budget situation.
5. Administrative Reports – August
 - a. No major All Calls. Basinger noted EFD has obtained a variance to allow the administration of certain medications (e.g. epinephrine) and this made a difference recently in a medical emergency.
 - b. Calls per City. Basinger clarified the August data pulls out duty officers involvement in calls. Rather it tracks firefighter performance. He noted duty officers are expected to respond in less than two minutes and be the first on scene. The Administrative report factors in duty

crew response. "In Service" times are within EFD control but "On Scene" times are affected by the location of event (distance, traffic, construction). Once the departments has 12 months of data, it will become more useful and insightful for performance measurement and decision making. Data is also available about responses to specific locations or events if cities have questions.

- c. EFD is looking to charge for gas line hits by contractors.
6. Board meeting items
 - a. Next Fire Board meeting – September 23, 18:00
 - b. Major All Calls to be discussed
7. Administrative Updates
 - a. Personnel and staffing
 - Administrative Consultant update – losing one FF who is moving out of state, which will put the department at 43 FF. Currently there are five recruits with offers. Staff is interviewing two more and talking with several FF who are looking to come back after some time away. Basinger noted importance of considering not only quantity of FF but also quality of skill for effective response, as well as strategically hiring fire fighters who live in some proximity to stations to improve response.
 - Administrative Consultant update – Working on finalizing the contract for board approval.
 - Fire Marshall posting – Interviewing three candidates.
 - Battalion Chief 3 – Posting position in early October to start in January 2027
 - b. Apparatus and stations – Working with McQueen on next engine purchase. Will be upfitting new vehicles as leases turn over.
8. Board/OC open comms – The OC discussed the importance of following the chain of command and department policy when questions of operations are raised.
9. Accreditation process update – The OC discussed the accreditation process in identifying gaps to strategically improve the district's operations and performance through self-assessment. It advised the Interim Chief share this with the board as full accreditation process, if pursued in the future, may have costs.
10. Next Meeting Date and Time
 - a. October 21, 10:00, Fire Station Conference Room

Adjourn at 12:10 - Madison/Nevinski – Approved 5/0

Submitted by Marc Nevinski
City of Shorewood