

Richland County Joint Ambulance Committee
Minutes of meeting
Wednesday, July 20, 2016

Present were: Jeanetta Kirkpatrick, County Board; Fred Clary, County Board; Bill Kloehn, Richland Center City Council ; Paul Corcoran, Richland Center Mayor; Mary Rognholt, Akan Township; Calvin Brown, Bloom Township; Gordon Brockway, Buena Vista Township; Verlin Coy, Henrietta Township; Steve Chupp, Marshall Township; Ryan Keller, Orion Township; Gordon Palmer, Richland Township; Scott Banker, Rockbridge Township; Pat Marshall, Sylvan Township; Bob Holets, Willow Township; Jean Nicks, Boaz; Terrance Jindrick, Yuba; Darin Gudgeon, Ambulance Director; Jeanne Rice, Admin Secretary.

Absent were: James Lingel, Dayton Township; Marc Couey, Eagle Township; Glen Niemeyer, Ithaca Township

Chair Kirkpatrick, called meeting to order 7:00pm.

Meeting had been properly posted.

Rice called roll call of members. 18 present

Kloehn made motion, seconded by Nicks to approve agenda – motion carried.

Holets made motion, seconded by Palmer to approve minutes of May 18, 2016 meeting – motion carried.

Public Comment/Input:

No comments or input from the public

EMT Delegation:

No comments or input from EMTs

Review of Bills:

Gudgeon went over sheets marked 9c: Consolidated financial statements presented were prepared by County Clerk's office showing revenues and expenditures for May and June.

\$29,121.27	total revenues
<u>\$31,869.69</u>	total expenditures
\$10,252.85	balance available May 31, 2016

\$31,584.21	total revenues
<u>\$31,748.39</u>	total expenditures
\$10,088.67	balance available June 30, 2016

Director's Report:

Sheets marked 9a outlines monthly statistics for May and June – number of calls for each month and year to date calls per municipality. 350 total calls as of May and 416 total calls as of June.

Billing/ambulance call data sheets marked 9b shows internal data and data collected from state reporting system Image Trend.

We had 75 billable calls, 9 non-billable calls, billed out \$55,805.25 and received \$22,453.52 on accounts in May. In June we had 72 billable calls, 10 non-billable calls, billed out \$44,545.00 and received \$23,311.93 on accounts. Total amount billed out \$281,593.36, total amount \$100,446.85 received, \$76,628.76 total bills collectible and \$104,517.75 uncollectible or write-off accounts year to date as of end of June.

The information contained on the sheets from Image Trend outline the number of calls, if they were emergent or not, how many of the calls were considered BLS (basic life support) or ALS (advanced life support) and which unit responded to the call.

Gudgeon updated committee on his involvement working with Southwest Technical College in Fennimore. His goal was to become a regional training site. Several staff members are CPR instructors. He is working with squads in this area for CPR refreshers. We just finished the Basic EMT class in Richland Center. Gudgeon has become an adjunct instructor for First Responder, EMT Basic, and Advanced EMT with SW Tech. Gudgeon is also a faculty member for the American Heart Association for SW Tech Training Center. SW Tech has done a feasibility study regarding having a Paramedic program. It was determined that they would be able to provide such a program locally in the near future.

Fund for new ambulance:

Gudgeon went over Lifeline Ambulances and went over information on costs for purchasing a new ambulance. He has looked over new and used vehicles. One had power load wiring included. \$26,950 and \$24,995 would buy an ambulance with a Lifeline chassis. Warranty would stay with the unit. Ambulance would be diesel.

Talking about possible used vehicle (new to us). Trend is going toward gas vehicles and away from diesel as more reliable. We are looking to replace the 1997 unit. Engine is solid, but the body is going.

There is a possibility of purchasing a demo unit if available which would have a 7% – 10% discount.

Gudgeon did look into a FEMA grant since we are not looking to replace our front line unit 33.

Marshall thinks we should talk about financing first before thinking of purchasing a new rig.

Clary explaining money allocated to the budget account for new ambulance. Nothing has been set aside since 2012 as there were no revenues available to add. This account has about \$10,000 in it at this time.

Does this group want to use this account to hold funds and how would funds be added to account?

Kirkpatrick wants to know the wishes of this committee as to how to add money to this account.

Holets asked when new rig was needed. Gudgeon said the state inspector was just in and we had no violations. Probably would need replacement of Unit 35 in 2018 – 2019. Unit 35 goes to all our standby events.

Kirkpatrick says we have 18 months to come up with a solution to fundraising.

The volunteers are doing fund raising currently for a piece of medical equipment. The county could not do a fund raiser per corporate counsel. The volunteers could.

Banker thought each municipality could do fundraisers.

Kirkpatrick was not comfortable with volunteers doing the fundraising.

Sharon Schmitz would like to know if this group will be continuing after 2018 since committee is planning on purchasing a new rig.

Banker says the money raised would be in a separate fund whether ambulance is county or district.

Clary talked about the accounts currently in place for funds. Fund 16 is a segregated account. Four such accounts are under the control of this committee.

Kirkpatrick says if there is a contract to continue, the ambulance service could not be funded with the per call basis as it is currently. Do not have a secure basis for incoming budget funds.

Gudgeon had proposed a per capita basis of funding the ambulance service when this committee was formed.

Banker doesn't see that is fair since the county is not putting money in as the townships would.

Clary says the issue would be how to generate more money in the future for the ambulance budget.

Kirkpatrick says the county is here to serve. If there is a more stable way to fund the service, the county is here. In the next 18 months we would need some answers from the municipalities.

Question was raised if the group is purchasing a new ambulance, who would the ambulance belong to?

Kirkpatrick says it would belong to the group if the money comes from the group.

Subcommittee for Strategic Plan for EMS service:

Kirkpatrick says should have 3 – 5 members on this subcommittee.

Members would be paid per diems by the county.

Gudgeon suggested our Medical Director, Dr. Allen Mottram as an advisor to this subcommittee.

Palmer says this subcommittee should be formed tonight to start working on a plan.

Nicks made motion, seconded by Kloehn to assign 5 members to a subcommittee – motion carried.

Palmer, Keller, Kirkpatrick, Kloehn and Holets volunteered to be on this subcommittee.

This subcommittee should have something back to this committee at next meeting in September.

Gudgeon would like to have this subcommittee join him when he is working on the 2017 budget.

Nicks made motion, seconded by Rognholt to approve these 5 members on the subcommittee – motion carried.

Per Diem question to townships:

Kirkpatrick says the county cannot discontinue the per diem payments. Each person or municipality would make that decision themselves.

Holets says money can be reallocated from the per diem line to another line in the budget.

Kirkpatrick says would save money on per diem, would save the \$5,000 on total budget.

Banker says most municipalities have per diems set up, is up to the individual to accept or decline.

Memorandum of Understanding for ambulance standby:

Gudgeon explained how the request for this Memorandum of Understanding came about. An ambulance was on standby for the City PD in case an individual would harm himself before they were found. A bill of \$200 was generated per the standby rule set by this committee. The city PD helps us a great deal with calls for lift assist, CPR, etc.

Gudgeon talked with City Chief Clements and met with the City Council asking to hold off on paying the bill til he met with this committee regarding such billing for ambulance standby.

Holets made motion, seconded by Banker to accept this mutual aid agreement and including retroactive the last bill made out to the City PD – motion carried.

Wage discussion for EMTs:

Gudgeon said he had advertised for a new EMT to replace one full-time that had resigned. He only received one application. Do we consider increasing the wage for EMT as we are on the low end of the pay scale for our area?

Marshall asked if we paid Paramedic wages would we be better off at this time.

Keller said this would be under the County wage study.

Vacation time for full-time EMTs:

A full time EMT just took vacation time. Gudgeon put in for 24 hours vacation. They work 48 hours, 2 24 hour shifts. Under the county handbook, put an addendum in handbook for a 40 hour work week, 1 day equals 20 hours. Vacation time shouldn't generate overtime. Worked 32 hours, got 24 hours vacation for total of 56 hours (he earned 16 hours overtime) as currently stated in the county handbook. This committee would make the decision on how vacation and overtime is handled.

Clary would like to see a draft for addendum.

Corcoran and Holets would like to see a couple of options.

Gudgeon says they should get overtime for time worked, not for vacation time. The handbook says vacation time can be generated as overtime.

Kirkpatrick says to look at the Sheriff's Department.

Closed Session – Wisconsin Statutes section 19.85(1)(c) to consider the employment of a public employee:

Holets made motion, seconded by Brown to go to closed session.

Roll call vote:

AYES: Kirkpatrick, Clary, Kloehn, Corcoran, Rognholt, Brown, Brockway, Coy, Chupp, Keller, Palmer, Banker, Marshall, Holets, Nicks, Jindruck. NOES: none.

AYES: 16, NOES: 0 TOTAL 16. Motion carried.

(All people other than committee members, Gudgeon and Rice left room and door was closed)

Return to Open Session:

Kloehn made motion, seconded by Nicks to go to open session – motion carried.

Approve Recommendation for hiring full-time staff:

Kloehn made motion, seconded by Rognholt to accept Joni Klinge-West to be hired as EMT upon completion of drug test – motion carried.

Next meeting to be held on Wednesday, September 21, 2016 at 7:00pm in the County Board Room.

Brown made motion, seconded by Nicks to adjourn – motion carried.
Meeting adjourned.