

Richland County Joint Ambulance Committee

Minutes of meeting

Wednesday, April 15, 2015

Present were: Fred Clary, County Board; Jeanetta Kirkpatrick, County Board; Paul Corcoran, Richland Center Mayor; Marsha Machotka, Richland City Council Member; Mary Rognholt, Akan Township; Calvin Brown, Bloom Township; Randy Schmidt, Buena Vista Township, James Lingel, Dayton Township; Marc Couey, Eagle Township; Verlin Coy, Henrietta Township; Glen Niemeyer, Ithaca 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; Jim Huffman, Yuba, Darin Gudgeon, Ambulance Director; Jeanne Rice, Admin. Secretary.

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

Meeting had been properly posted.

Rice called roll call of members. Akan Township and Buena Vista Township representatives not present for roll call but arrived shortly afterward. 19 present

Keller made motion, seconded by Huffman to approve agenda – motion carried.

Banker made motion, seconded by Brown to approve minutes of 3/18/15 meeting.

Monthly Reports to Municipalities:

Budget reports had been mailed out to members prior to meeting. Darin went over report.

Fred explained that the revenue from accounts billed out and paid by insurance or patients always comes in after the bills are received and paid.

In March we had 64 billable calls and 9 non-billable calls. We billed out \$48,922.25 and received \$18,334.2 in revenue for 2015 accounts.

Report for number of ambulance calls by municipality for March was gone over. Ambulance responded at least once to all townships except Bloom, Boaz and Yuba. There were 41 calls in Richland Center.

Description list of ambulance non-billable calls was gone over with the committee. Sheet showing details of non-billable calls had been sent out in packet to members. Report showed number of falls/lift assists, cancelled calls, refused transports, etc. for the first three months of 2015.

We had one Baraboo Paramedic intercept for a cardiac patient in March.

Update on Sleeping Quarters for paid staff:

We are currently working with Chief Deputy Kanable on possible location in the Sheriff's area. The Coroner is still willing to move his office – just needs a space. Needed motel room for sleeping quarters a second time for EMT so far due to 2 being on call at same time.

Establish Rate and Mileage charges:

Base and mileage rates have been reviewed currently every year in April. Darin recommends leaving rates as is so as to not inflate the write-offs. Clary explained how Medicare looks at your rates each year. If you don't increase your rates, Medicare will not increase their payments thinking we do not need an increase as our costs did not increase.

Corcoran made motion, seconded by Banker to keep base and mileage rates as they are this year for 2015.

Roll call vote. AYES: Kirkpatrick, Corcoran, Machotka, Rognholt, Brown, Schmidt, Lingel, Couey, Coy, Niemeyer, Keller, Palmer, Banker, Marshall, Nicks, Huffman. NOES: Clary, Chupp, Holets.

AYES 16, NOES 3, TOTAL 19. Motion carried

Holets had concern that if we don't increase rates, we will fall behind in Medicare future payoffs.

Rate Reimbursement Sheet:

Discussion on setting a stipend for "no transports". 41% of elderly in Richland County has Social Security as their only income. We can get into possible age discrimination if you only bill those under 65 years of age. Clary explained we used to have a charge of \$250 if we went to a residence 3 times or more. In the past we have had this discussion on billing as we have a greater elderly population. Keller says we have to recoup these costs and would like to see a charge. The Fire department charges – on false alarms, a resident gets 1 freebee but will be charged after a second call.

Judy Shireman agrees with the mayor not to charge for a victim that falls. Ambulance usually gets call from cooperative response. She feels we need to educate people regarding what to do in case of falls but need to try and recoup something. Law enforcement used to respond to such calls but it is not their job, it is the job of EMS to respond.

Machotka says law enforcement will do a concern for welfare check on a resident.

Corcoran wants to track this for a few months and educate people during this time. He will put an article in the Richland Observer next month.

Darin says the costs would be \$60 - \$70 for an ambulance and crew to respond. He explained how Medical Assistance pays \$69 so maybe we should charge this amount.

Corcoran made motion, seconded by Marshall to track non-billable calls for 3 months and bring back to this committee. Meanwhile, educate the people.

Holets made motion, seconded by Nicks to amend this motion to set the rate charge at \$69 per non-billable call if committee decides to and to be effective after this 3 month period.

Roll call vote. AYES: Rognholt, Schmidt, Lingel, Couey, Chupp, Keller, Palmer, Holets, Nicks, Huffman, NOES: Clary, Kirkpatrick, Corcoran, Machotka, Brown, Coy, Niemeyer, Banker, Marshall.

AYES: 10, NOES 9, Total 19. Motion carried.

Corcoran made motion, seconded by Nicks to delay decision on charging for no transports.

Motion carried by unanimous vote.

Approve required hours for volunteers:

Darin looking for this committee's support on requiring 48 hours for members. Reference sheet prepared at meeting, last month for 2014. Request we require at least 48 hours per member per month. Currently have 2 full time paid staff. One individual on a 24 hour on, 72 hour off rotation, second person has a flexible rotation to cover call. Third person offered job declined the position. We do contact our volunteers first to fill spots left open before paid staff is contacted to schedule for any extra time. Paid staff is currently required 48 hours.

Schultz made motion, seconded by Huffman to approve requirement that volunteers serve minimum of 48 hours a month on primary truck. Penalties would include not paying refresher course, not paying bonus pay. Motion carried with 1 no vote.

Approve casual call-in staff positions:

Darin handed out a sample calendar page and sheet outlining schedule based on 3 people hired. Every 3rd day is called a Kelly Day – falls under Fair Labor Standards Act. Would ask for casual call in to cover this Kelly Day. Hours would not exceed 600 hours a rolling calendar year so would not be put under WI Retirement System and will not receive benefits.

Cost of 1 full time AEMT is \$48,793.40 and is \$7,149 for casual call in.

Casual call in Data:

3 full time staff working 24/48 schedule with a Kelly day every 3rd week

2 Kellys per pay period	48.00
Total Kelly hours (yearly/26 week pay period)	1,248.00
Total hours allowed each casual member yearly	600.00
Total hours allowed per pay period	23.07
Total number of casual (Kelly day) members	2.08
Total number of casual members requested	6.00
Total number of hours covered	3,600.00
Approximate cost of 1 full time AEMT	48,793.40
Cost of 1 casual member	7,104.90
Cost of 6 casual members w/o FICA	42,629.40

Required hours for 1 crew 24/7/365:

	Monthly	Yearly
Hours covered by full time personnel	624	7488
Hours covered by casual members	300	3600
Hours covered paid on call staff	516	6432
Hours for 24/7/365 coverage (1 crew)	1440	17520

Looking to change resolution to hire casual call-in people in addition to full time staff.

Clary says the County book has in place different language for part time unless half time employees. They would get straight hourly rate with no benefits. If it gets to the County level, the verbage will be matched to the County.

Machotka made motion, seconded by Palmer to change County Board resolution for 4 full time to 3 full time staff (48 hours a week with benefits) and up to 6 casual call-in employees (AEMTs). 1 shift in pay period under 600 hours in year. This goes to Personnel committee before going to the County Board. Motion carried with 2 no votes.

Review and Approve Richland County Joint Ambulance Service Handbook:

All members did not have the current handbook copy at this time to be able to go over minor changes. Machotka made motion, seconded by Holets to table review handbook – motion carried.

EMS Scheduling:

Darin brought up the EMS Manager scheduling tool on screen.

Details and lines of EMS explained and committee members shown how ambulance scheduling is done.

Next meeting to be held on Wednesday, May 20th at 7:00pm in the County Board Room.

Huffman made motion, seconded by Holets to adjourn – motion carried.

Meeting adjourned 9:30pm.