

Richland County Joint Ambulance Committee  
Minutes of meeting  
Wednesday, June 17, 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. 21 present.

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

Holets made motion, seconded by Banker to approve minutes of 5/20/15 meeting – motion carried.

Director's Report:

Marshall asked -- at the end of the year, will the County take out money they originally put into the service? Clary said that any profits will stay in the joint ambulance account after all expenses are paid. Holets questioned the ambulance maintenance municipality lines. The money paid to other services per agreement made to pay radio service contracts has always been a part of the ambulance budget. They do have to request this money each year when new budget begins.

Ambulance invoices are entered and credited to budget revenue.

Ambulance account has \$30,736.05 cash on hand through May 31, 2015 so we currently have a cash flow balance.

Clary mentioned that write-offs are calculated on the expense side, and are budgeted for.

Gudgeon went over monthly report.

On figures from monthly reports – note special events. Monthly report shows Motor Sports Mayhem – 1 bill and 2 patient contacts. The 3 events are listed under township statistics report.

Holets questioned if anything can be done to cut back on “no injury/refused” calls. Sheriff department dispatches out and would err on the side of caution. They do not always know if there are any injuries when the call goes out.

Responded to 77 calls for service, 2 involved Paramedic intercept for pain management. 1 missed call was a back-up call made by the Captain of the Fire Department to check out the driver of the second vehicle involved in an accident. The driver never requested an ambulance; Baraboo responded and signed off on a release of the person who refused transport.

14 of these were non-billable and 63 were billable calls.

Of these 56 billable calls, 59 were BLS and 3 were ALS and 1 was for a Special Event.

49 of these calls were in the City of Richland Center with remaining in Akan, Buena Vista, Dayton, Orion, town of Richland, Rockbridge, Sylvan and Yuba. 5 calls were to Pine Valley, 1 transfer, 3 special events and 1 mutual aid.

Medicare will be billed for 33 calls, Medical Assistance for 8, Private insurance for 15 and the remaining 7 are private pay.

The 14 non-billable calls involved 3 fell/lift assist, 5 calls cancelled, 5 calls without injuries/no transport and 1 deceased.

We billed out \$44,507.50 and received \$24,863.27 on accounts – total \$212,063.75 billed out and \$69,316.36 received so far this year.

#### Contract for Appraisal of Ambulances and Equipment:

Gudgeon had sent a list of equipment to be appraised to Kipp Krukowski from Equipment Appraisal Services.

They would provide a Uniform Standards of Professional Appraisal Practice (USPAP) compliant appraisal report for sale/purchase purposes, as on on-site or desktop appraisal. They will provide Fair Market Value in the report.

Cost for a desktop appraisal on the equipment would be a fixed price of \$2,500. They would need additional specs on each of the items along with pictures.

An on-site appraisal would be a fixed price of \$4,400.

They would need about 10-15 business days to complete the report from when they receive the additional information or from the day on-site.

The equipment was originally purchased with user fees not tax monies. Originally, this committee wanted to know what the equipment is worth and wanted to get this information before any decision was made in August to either have the ambulance service go to a District or remain with the County. Keller asked if we form a District will the County just give the equipment to the District? Clary said that when an item is purchased it becomes the equipment or property of the County.

Discussion followed regarding having an appraisal done – if this committee actually wants an appraisal done and how it will be paid for.

Palmer doesn't see the need to have an appraisal done now.

Kirkpatrick said if a vote went to the County Board to either give equipment to the District or sell it to them, it would be decided by majority rule.

Holets made motion, seconded by Machotka to postpone action of obtaining appraisal – motion carried.

#### Review/Approve Handbook:

Gudgeon handed out draft copy of handbook which is an addendum to the County's rules as well as Association's rules. A lot of people worked on this handbook for the Committee's review. This handbook now has to go before the Personnel/Finance Committee on July 7<sup>th</sup>, back to this Committee on July 15<sup>th</sup> and finally to the County Board on July 21<sup>st</sup> for the final approval.

The benefits are a big part of the draw for hiring EMTs.

This will be put on next agenda.

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 into closed session.

Roll call vote. AYES: Clary, Kirkpatrick, Corcoran, Machotka, Rognholt, Brown, Schmidt, Lingel, Couey, Coy, Niemeyer, Chupp, Keller, Palmer, Banker, Marshall, Holets, Nicks, Huffman. NOES: 0.

AYES 19, NOES 0, TOTAL 19. Motion carried.

Return to Open Session:

Banker made motion, seconded by Keller to go back into open session – motion carried.

Approve Recommendations for hiring part-time Staff:

Huffman made motion, seconded by Couey to offer full time contract to Rachel Kerian when she passes her Boards in July – motion carried.

Next meeting to be held on Wednesday, July 15th at 7:00pm in the County Board Room.

Banker made motion, seconded by Palmer to adjourn – motion carried.

Meeting adjourned 8:15pm.