

Richland County Joint Ambulance Committee
Minutes of meeting
Wednesday, July 15, 2015

Present were: Fred Clary, County Board; Jeanetta Kirkpatrick, County Board; Paul Corcoran, Richland Center Mayor; Marsha Machotka, Richland City Council Member; Calvin Brown, Bloom Township; Gordon Brockway, Buena Vista Township; James Lingel, Dayton Township; Glen Niemeyer, Ithaca Township; Steve Chupp, Marshall 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.

Absent were: Mary Rognholt, Akan Township; Marc Couey, Eagle Township; Verlin Coy, Henrietta Township; Ryan Keller, Orion Township.

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

Meeting had been properly posted.

Rice called roll call of members. 17 present.

Gordon Brockway will be taking the place of Randy Schmidt for Buena Vista Township from this meeting forward.

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

Holets made motion, seconded by Palmer to approve minutes of June 17, 15 meeting – motion carried.

EMT Delegation:

Judy Shireman addressed committee about the handbook regarding scheduling. She offered to help Gudgeon in arranging schedules so that the hired people don't take 4 hour shifts instead of 24 hours. Gudgeon explained that we have 3 hired people and they help with the gaps that the volunteers have not filled. He is willing to listen to anyone's ideas for taking care of scheduling.

Director's Report:

We have spent 31% of the budget.

Gudgeon went over monthly report.

We had 70 calls for service in the month of June. 12 were non-billable and 58 were billable.

Of the billable calls, 45 were BLS, 7 ALS and 6 were for special events. 27 will be billed to Medicare, 9 to Medical Assistance, 9 to private insurance and 13 are private pay.

Of the 12 non-billable calls, 3 were for lift assist, 1 cancelled call, 7 no injuries and 1 refused transport.

Have \$34,774.77 cash on hand as of today, 7/15/15. We have spent \$124,719.58.

\$75,183.79 is uncollectible.

\$69,835.42 has been received from townships through this date with \$49,061.58 to be collected which will make up the \$118,900 total the townships are to pay the county.

Of the 70 calls for service, 3 went to Akan, 0 to Bloom, 2 to Buena Vista, 0 to Dayton, 0 to Eagle, 1 to Henrietta, 2 to Ithaca, 2 to Marshall, 0 to Orion, 8 to the town of Richland, 39 to Richland Center, 2 to Rockbridge, 0 to Willow, 0 to Sylvan, 1 to Boaz, 0 to Yuba. Service calls also include 1 to Pine Valley, 3 transfers, 6 events.

2014 Ambulance calls to Municipalities:

Just for your information, sheet passed out showing 2014 data that will be used if this committee decides to stay with the County rather than go to a District for contracted amount so you can take back to your townships.

<u>Township</u>	<u>Number of calls</u>	<u>Contract Fee</u>
Akan	6	900.00
Bloom	1	150.00
Buena Vista	33	4,950.00
Dayton	27	4,050.00
Eagle	2	300.00
Henrietta	20	3,000.00
Ithaca	8	1,200.00
Marshall	13	1,950.00
Orion	7	1,050.00
Richland (town of)	50	7,500.00
Richland Center	519	77,850.00
Rockbridge	27	4,050.00
Willow	5	750.00
Sylvan	4	600.00
Boaz	0	----
Yuba	1	150.00
Total Billable calls	723	\$108,450.00

Gudgeon wanted to point out that when the original contract was written, \$120,000 was needed from the municipalities to run the service. With revenue shift it will be more difficult to run the service. Banker indicated the agreement was that the County would pick up any deficiency.

Approve Handbook:

Kirkpatrick told the committee that this handbook has been gone over by many people. Kirkpatrick went over page by page for any questions or comments.

Page 6) Holets asked about EMTs attitude toward the job. Banker asked how disputes are settled between employees and volunteers.

Page 9) Banker – why would you extend probationary period – Gudgeon explained this has happened if there was cause.

Page 10) Holets and Palmer suggested under EMT – add “J” just in case the state changes any requirements, can be added – this is covered by roles and responsibilities.

Failure to respond to calls -- “may” change to “will not” – need in case of good reason.

Page 13) Pay period – full time – computing overtime hours cannot be banked, they are paid overtime. Paid on-call staff cannot just sign up for an open slot for overtime pay where volunteers can.

Page 14) It is cheaper for the County to pay overtime rather than hiring more. Need to choose holiday pay – will be same as Pine Valley. Bereavement – given 1 day.

Page 15) Leisure of the squad member – is up to the EMT to turn in available time prior to scheduling.

Page 17) Trading shifts – paid on-call staff can trade among themselves. Full time staff cannot just give up hours. Holets would like trading shifts clarified between full time and paid on call staff. Gudgeon will split this up.

Page 19) Palmer questioned budget money for uniforms. Volunteers asked that line be stricken. Clary said should strike last line also. Under “uniform” will strike 2 lines.

Page 21) Holets suggested adding prescribed medications – Clary says this may not be legal.

Judy Shireman suggested EMTs being drug tested randomly. The Highway Dept does it due to CDL license requirements.

Kirkpatrick said you have to have a reason. Clary had discussion with Sheriff’s Dept and Pine Valley staff. Legal council says you have to have a substantial cause. Company hired with understanding of doing testing. This is not a county wide policy.

Page 22) Holets suggested under vehicle accident B – add “Senior EMT” and take out “member”.

Page 23) Holets suggested under C -- change “EMTs” not “personnel”.

With changes discussed, Brown made motion, seconded by Nicks to approve handbook with amendments – motion carried.

Next meeting to be held on Wednesday, August 19th at 7:00pm in the County Board Room.

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

Meeting adjourned 8:05pm.