

Richland County Joint Ambulance Committee  
July 15, 2020  
Minutes

Present: Brian McGraw, Kerry Severson, Scott Wallace, Sharon Schmitz, Mary Rognholt, James Lingel, Glen Niemeyer, Steve Chupp, Doug Duhr, David Jelinek, Bob Holets, Darin Gudgeon.

Not Present: Marc Couey, Verlin Coy, Brian Clarson, Jean Nicks, Terrance Jindrick.

1. Meeting was called to order at 1902.
2. Notification of the meeting had been made, and the agenda was posted.
3. Committee attendance was as noted above, with 11 members present.
4. A motion was made by Jelinek to approve the agenda as posted. Schmitz seconded it. Motion Carried; the agenda was approved.
5. A motion was made by Holets and seconded by Lingel to approve the minutes of the previous meeting as presented. Motion carried; the minutes were approved.
6. There were no comments from the public.
7. There were no comments from the EMT delegation.
8. Gudgeon outlined the budget process and timeline, as it has changed due to the hire of a County Administrator. The budget would be due to the clerk's office on July 23. On August 4, it would go before the Finance and Personnel Committee. A meeting would then be scheduled between Gudgeon and County Administrator Langreck to review. A Joint Ambulance Committee meeting will need to be scheduled in September to approve the budget.
9. The budget information was projected on the screen. Members were reminded that the Ambulance Service does not receive any levy dollars from the County. Gudgeon proposed a 1-step raise for full-time/part-time staff, which would be about 31¢/hour raise and equate to a budget change of about 16,909.87. Gudgeon pointed out that the part-time staff are considered temp-casual and had not been listed in the 2020 budget. The wage increase would take starting wage from \$13.03/hr to \$13.32. Gudgeon also proposed a crew pay increase of 50¢ for primary and backup hours. It was estimated this change would equal about \$13,000 but Gudgeon pointed out that even with this increase in pay, he expected there to be an overall decrease in the line as the crew pay line has trended down since the hiring of full-time/part-time staff. Looking at the overall budget, personnel expenses (including per diem payments for committee staff) total \$398,975.16 in the proposed budget. The proposed changes only equate to an estimated \$40,000 increase. Another proposed change was to increase the line of "new equipment over \$5,000" from zero to \$35,000 due to the need to purchase a new cardiac monitor. One monitor costs \$35,000, and the service uses three. The current model will no longer be supported in 2021, though the initial notice last year stated 2023. The plan is to budget for the purchase of one new monitor per year for the next three years. There are grants being pursued to assist in this purchase as well. Prior to the purchase, the Committee will need to approve it. This item was discussed and determined to be increased to \$70,000 to potentially

purchase two if the funds are available at that time. Another change in the budget was for "Fire Assists" to increase to \$4,000, as the need for duty crew assistance has increased and the cost is \$200 each time they are requested. It was proposed that "contracted services" be budgeted for \$20,000 in light of the EMS facility work to be done. Gudgeon noted that the Municipality - Ambulance Maintenance payments were submitted to the Clerk's office and paid prior to notification being provided to the respective Services and the Clerk's office. To be included on the next agenda is moving funds into the capital outlay account, with the priorities recognized as the EMS facility, a new ambulance purchase, and the cardiac monitors. It was also noted that saving for retirement would need to be established. After thorough discussion, the Committee approved the proposed budget with some amendments and approved it to be taken to the next stage of the budget process.

10. McGraw informed the Committee that at the last meeting, a building in the industrial park had been identified as needing to be looked into for purchase. After discussing with the owner, it was determined that this building was not available, however there was another possibility that was being discussed with the building owner. There are no official proposals to present at this time, but an update will be provided as soon as one is available. With that, discussion turned to the previous two buildings being considered. The general consensus was that there was not funding available to purchase and remodel either property. The Committee determined the need to notify the respective building owners of this decision and to thank them for their time and consideration. Holets made a motion for a letter to be drafted and sent regarding this, seconded by Schmitz. Motion carried.
11. Holets made a motion to go to closed session and allow Burch to stay for record keeping, seconded by Schmitz. Unanimous voice vote. Motion carried. Upon return to Open session, Schmitz made a motion to accept the resignation of Lori Post, seconded by Niemeyer. Motion carried.
12. Wallace made a motion to adjourn the meeting; motion seconded by Lingel. The motion carried; meeting adjourned at 20:44. The next regular meeting is August 19, 2020.