

Richland County Joint Ambulance Committee
November 30, 2022
Minutes

Present: Brian McGraw, Kerry Severson, Julie Fleming, James Lingel, Verlin Coy, Gordon Palmer, Doug Duhr, Terrance Jindrick, Darin Gudgeon. Via Zoom: Sharon Schmitz, Mary Rognholt, Marc Couey, and Jean Nicks.

Not Present: Jerome Durst, Todd Coppernoll, David Wanless, Tim Willis.

1. Meeting was called to order at 19:01.
2. Notification of the meeting had been made, and the agenda was posted.
3. Committee attendance was as noted above, with 12 members present.
4. A motion was made by Severson to approve the agenda as posted. Palmer seconded it. Motion Carried; the agenda was approved.
5. A motion was made by Severson and seconded by Duhr to approve the minutes of the 8/24/22 meeting as presented. Motion carried; the minutes were approved. A motion was made by Palmer and seconded by Fleming to approve the minutes of the 10/24/22 meeting as presented. Motion carried; the minutes were approved.
6. There were no comments from the public.
7. Shireman requested clarification on FLEX Grant decision. This was addressed in item 11.
8. A. Gudgeon reviewed the financial report for August. The month started with a balance of \$288,273.62. There were \$52,939.71 in revenue and \$42,866.18 in expenditures, leaving an end balance of \$298,347.15. There was a payroll adjustment from May 2022 where it appeared two payments were made when only one was; this correction is reflected in September's balances. There were \$59,802.10 in revenue and \$48,886.49 in expenditures, leaving an end balance of \$309,616.34. For October, there were \$45,569.83 in revenue and \$44,491.68 in expenditures, leaving an end balance of \$310,694.49.
B. The Billing Report showed 904 calls billed by Cvikota for January through October, with 351 billed at the ALS level, 395 as BLS, 7 as ALS2, and 151 for On-Scene Care. Total charges equaled \$700,363.45. Total payments received were \$300,383.97, with allowances (write-offs) at \$248,000.47. This leaves \$151,679.01 remaining to potentially be collected. Members of the Committee requested a report showing what amounts remain to be collected from 2022 and previous years.
C. Call volume continues to be comparable to 2021. From August 1 through October 31, there were 315 calls with 3.81% transported emergent to the hospital as well as two calls (0.63%) upgraded.
D. The final drywall sheets were put in by Joe Daniels Construction so the Building Inspector can now come and determine if an occupancy permit can be issued. A fire door is still needed to be installed, which will be handled internally. The air exchange unit is still not installed for the garage. A variable frequency drive will be used to convert the three-phase unit ordered by Jewell to single-phase as required. At this time, space heaters are being used to heat the garage to protect the sprinkler system. Gudgeon stated a meeting is being set to discuss the project with Jewell.
E. Gudgeon informed the Committee that the 2003 Marque ambulance, the oldest unit in the Service, was on a transfer to a hospital when they were diverted to an entrance they were not familiar with and the top of the ambulance struck a parking garage due to low clearance. There was no damage to the building and no injuries reported by patient or crew. The unit has been taken out of service due to water damage potential. An insurance claim was filed, and Gudgeon was directed to seek estimates for repairs. The

deductible is believed to be \$2,500. At this time, there is no action for the Committee; this was simply to inform members of the situation.

9. At this time, the Committee recognizes the following people as voting members of the Joint Ambulance Committee: Julie Fleming and Kerry Severson, County Board; Todd Coppernoll and Sharon Schmitz, Richland Center; Mary Rognholt, Akan; Jim Lingel, Dayton; Brian McGraw, Eagle; Verlin Coy, Henrietta; David Wanless, Ithaca; Jerome Durst, Marshall; Marc Couey, Orion; Gordon Palmer, Richland; Doug Duhr, Rockbridge; Tim Willis, Willow; Jean Nicks, Boaz; and Terrance Jindrick, Yuba.
10. At this time, the Committee recognizes the following people as members of the Subcommittee: Schmitz, Rognholt, Palmer, Durst, and McGraw. Severson made a motion, seconded by Fleming, to accept the appointment of these members. Motion carried.
11. In 2021, a grant opportunity was announced by the State for all EMS services including First Responder groups to assist in costs incurred due to COVID-19 and was to be paid by ARPA funds. There were categories, with caps on amounts able to be requested for each. Each service was able to determine what their greatest needs were to apply. It was known the requested funds would not be met 100%. It was recognized if there is a lack of staff, a new ambulance would not bring any true value to the community. It was also recognized if transfers are being accepted more regularly, a new ambulance would be able to be purchased with the revenue. If funds were requested for an ambulance, the purchase would only be partially funded therefore requiring the Service to fill the gap to purchase. Gudgeon recognized staffing to be the greatest need and impact. Gudgeon stated a letter of award was received stating the Service will receive \$22,260 for the grant request. This must now go before the County Board to approve acceptance of the funds. These funds will supplement staffing by paying for two part-time positions for seven months. The revenue expected to be generated is anticipated to pay for these positions and more. The budget was approved to add two part-time positions and one full-time position in 2023, which was also discussed and approved by the County Administrator. These positions would not become available until January 1, 2023. A motion was made by Nicks to accept the grant and direct Gudgeon to work with Corp Counsel on drafting a resolution for the County Board to accept the grant amount, seconded by Palmer. Motion carried.
12. The JAC has oversight of a segregated non-lapsing account (Fund 16) which was originally to purchase new ambulances but is now intended for capital expenditures such as cardiac monitors or building maintenance such as a new roof. The current balance is \$3,579.63. The Finance and Personnel Committee had approved the JAC motion from 2020 to move \$20,000 into the account, however the funds had not been moved as of yet. Gudgeon will work with the Clerk's Office to ensure these funds are transferred. It was also noted the Cardiac Monitors have arrived, with the amount of \$40,529.53 being paid from Fund 51 after \$26,771.84 was paid out of FAP funds and the Ambulance Association paid \$18,000. Schmitz made a motion to direct Gudgeon to create a resolution to move an additional \$20,000 from Fund 51 to Fund 16, seconded by Schmitz. Motion carried.
 13. Nicks made a motion to go into closed session to consider the employment of a public employee, pursuant to Wisconsin Statutes section 19.85 (1)(c): application review and hiring recommendation, and to allow Secretary Burch to attend, seconded by Severson. Motion carried by unanimous roll call vote.
14. The Committee determined to wait for an application from an eligible candidate.
15. Nicks made a motion to adjourn the meeting; motion seconded by Fleming. The motion carried; the meeting was adjourned at 20:33.