

Richland County Joint Ambulance Committee

July 19, 2023

Minutes

Present: Brian McGraw, Julie Fleming, Sharon Schmitz, James Lingel, Glen Niemeyer, Don Stanke, Gordon Palmer, Doug Duhr, and Darin Gudgeon. Via Zoom: Kerry Severson, Mary Rognholt, Jean Nicks.

Not Present: Tom McCarthy, Todd Stittleburg, Jerome Durst, Tim Willis, and, Terrance Jindrick.

1. Meeting was called to order at 19:19.
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 Severson to approve the agenda as posted. Schmitz seconded it. Motion Carried; the agenda was approved.
5. A motion was made by Palmer and seconded by Stanke to approve the previous meeting's minutes as presented with one correction to the spelling of Stanke's name. Motion carried; the minutes were approved.
6. There were no comments from the public.
7. Former members Judy Shireman and Cheryl Dull were recognized for their years of service and congratulated on their retirement.
8. A. Gudgeon reviewed financial reports for December 2022 through June 2023. December started with a balance of \$276,558.37. There were \$38,056.95 in revenue and \$60,503.35 in expenditures, leaving an end balance of \$254,111.97. For January, there were \$42,218.90 in revenue and \$88,208.15 in expenditures, leaving an end balance of \$208,122.72. For February, there were \$30,486.15 in revenue and \$45,920.72 in expenditures, leaving an end balance of \$192,688.15. For March, there were \$58,918.80 in revenue and \$44,688.02 in expenditures, leaving an end balance of \$206,918.93. For April, there were \$67,921.49 in revenue and \$49,628.67 in expenditures, leaving an end balance of \$225,211.75. For May, there were \$51,223.52 in revenue and \$48,334.20 in expenditures, leaving an end balance of \$228,101.07. For June, there were \$73,005.14 in revenue and \$55,213.79 in expenditures, leaving an end balance of \$245,892.42.
B. The report from Cvikota showed a total of 466 calls billed out, though it was noted there was a delay in some calls being billed out by Cvikota; this delay and the options will be discussed at the next Committee meeting. These billed runs led to a total of \$360,206.00 billed out with \$113,841.96 in payments received and \$146,209.64 in allowances/write-offs.
C. The Call Summary Report showed between January 1 and June 30, there were 585 calls, of which 5.13% transported a patient emergent to the hospital with one upgrading en route.
D. For an operational update, Gudgeon informed the committee Tech Comm was working on moving their equipment from the building to their outbuilding with an estimated completion date of August 1. During the discussion regarding the Business Plan, it was noted that a wage study should be conducted. Gudgeon had contacted Carlson Dettman at the direction of Committee Chair McGraw and Interim County Administrator Jon Hochkammer. For a cost of \$350, they looked at the current starting wages for AEMTs and informed Gudgeon staff should be listed as Grade E rather than Grade C which would put the starting wage at \$18/hr rather than \$14.95. The budget Gudgeon will present will reflect a starting wage of

- \$16.05/hr which would be a 5% cost of living increase as well as a one step bump. He intends to incorporate these findings in the next budget cycle.
9. While on a transfer, Unit 35 began to have mechanical issues. The ambulance was able to safely deliver the patient and made it to Sleepy Hollow in Viroqua. The mechanic looked at it and recommended the engine be replaced. Gudgeon sought quotes, receiving one for a new engine at a cost of \$16,210 and one remanufactured for \$16,750. The new engine would be from Ford and would come with a 3-year unlimited mile warranty. The installation will take approximately 25-30 hours of labor. With installation, the cost is estimated to be \$22,000; this would be considered an emergency purchase per the Administrator and Clerk's Offices. The chassis was inspected and found to be in good condition. Replacing the engine will extend the life of the chassis, which was planned to be replaced in 2028, largely due to repeated engine issues. The cost to rechassis right now is close to \$100,000. The engine was ordered to have it coming with the recognition that it could be cancelled if the Committee did not wish to pursue this; it is expected to arrive next week. Schmitz made a motion to approve the purchase and installation of the Ford new engine, seconded by Neimeyer. Motion carried.
 10. Unit 34 is a 2003 Marque ambulance which was planned to be replaced in 2024. This ambulance was not manufactured to be able to be rechassis. Most services purchasing used ambulances on the market are with the intent to rechassis which has led to a limited selection. Many used available ambulances have high mileage and would need to be rechassis upon purchase. Gudgeon stated he found one located in Ohio with less miles than Unit 34 and listed for \$25,000. He is trying to get into contact with the seller to get more information, however it is a Lifeline, is able to be rechassis, and has a similar layout to Unit 33. Gudgeon stated he has someone in that area that is trusted and would be able to check out the ambulance and advise whether it was worth purchasing. The County Board will have to approve the purchase, should the Committee wish to pursue this available unit. Fleming made a motion to allow Gudgeon to proceed with the purchase of this Lifeline ambulance located in Ohio for a price not to exceed \$25,000 if the ambulance appears to be in good working order, seconded by Nicks. Motion carried.
 11. The proposed budget was presented to the Committee on the screen with Gudgeon explaining the reasoning and prepared to make changes at the Committee's request. Gudgeon stated the wages proposed would be with a 5% cost of living increase and one step in pay per the County's wages scale. This is an additional \$29,078.86 above the 2023 budget. There is also a significant increase in the health insurance line due to 13% increase rather than the predicted 7%. There is also an additional two casual call-in positions added as laid out in the Business Plan. The Training & Aids line was adjusted to cover the cost of one student for the EMT or AEMT class as well as the cost of CPR cards; payments for CPR cards provided to external partners are processed as miscellaneous revenue. Gudgeon stated establishing expectations for normal utility usage will not be able to be identified until Tech Comm has removed their equipment. Overall, the proposed budget for 2024 is \$797,848.94, with no impact to County Tax Levy. This includes moving \$40,000 to the New Ambulance Capital Outlay account. The Personnel costs will specifically increase by \$104,784. No action was required to be taken by the Committee on this item; Gudgeon simply sought their input in establishing the budget for transparency and guidance.
 12. Neimeyer made a motion to adjourn the meeting; motion seconded by Fleming. The motion carried; the meeting was adjourned at 20:53.