

Richland County Joint Ambulance Committee:  
Strategic Planning for EMS Subcommittee  
February 19, 2019  
Minutes

Present: Brian McGraw, Gordon Palmer, Bob Holets, Darin Gudgeon

Not Present: Ryan Keller, Justin Lockwood

1. Meeting was called to order at 1858.
2. Notification of the meeting had been made and the agenda was posted.
3. Committee attendance was as noted above, with a quorum.
4. A motion was made by Holets to approve the agenda. It was seconded by McGraw. The agenda was approved.
5. A motion was made by McGraw to approve the previous Subcommittee meeting minutes as presented. Motion seconded by Palmer. The motion carried.
6. Gudgeon stated that he spoke with the USDA-RD representative again. She'd apologized and explained that the gap in communications had been due to working with the victims of the flooding in the fall followed quickly by the government shutdown, which had impacted their office. As for the grant update, Gudgeon stated that there had been a miscommunication between them and that the grant would only be able to be applied to the purchase of new equipment such as a new ambulance. It could not be applied for a building; purchasing a new building would only be eligible for the low interest loan. The time spent on this is not a total loss, as the committee has talked about the intent to potentially purchase a factory-new ambulance in the future. Another important item for the purchase of a building is that the loan would require an architect or engineer to inspect the building to be purchased and ensure it is up to the appropriate codes. The loan would not look at County finances but would simply review the Ambulance budget due to the contracts in place with the municipalities and collections from billing and the fact that there is no direct funding from the County. Gudgeon stated that he would continue to work on the grant and loan items if the committee so wished. McGraw stated that he would like to have a meeting with the USDA-RD representative to ask questions. The subcommittee members determined this would be a good item for the Joint Ambulance Committee meeting scheduled in May. There are no updates from the Joan Woodman Orton McCullum Foundation.
7. The on-scene care handout was overviewed with little discussion. It was noted that this is on the agenda to be presented to the full committee at the next meeting.
8. The municipality call averages were presented. It was noted that due to the call volume being higher, several municipalities will see a rise in their average, with only a few dropping lower.
9. Gudgeon suggested considering changing the formula for charging municipalities from strictly \$170/per call to either a combination of call volume and population with a set amount to be collected from the municipalities or to the municipalities paying a percentage, based on usage

set by the call average data, of a set budget amount. Members present agreed that a prudent surplus is good but municipality budgets need to be considered as well. Palmer stated that paying per call appeared to be working well. It was discussed and determined that the contract to be presented would be based on paying per call as the last contract had been and consider changing the method at the next cycle. With this, there would be nearly 10 years worth of call averages and there is a potential for legislation regarding levy limits to go before the State in the near future. Some of the wording was addressed on the contract to be presented, primarily updating the years and simple language.

10. The list of strategic priorities and goals was reviewed with no changes suggested. It was determined that this list be presented to the Joint Ambulance Committee for further discussion and potential adoption at the next meeting. For the next Subcommittee meeting, discussion on the purchase of a building and the appraisal process shall be included on the agenda. This discussion could further investigate hiring an engineer or architect to do both the appraisal and then the building inspection if/when appropriate.
11. Gudgeon explained the Financial Assistance Program, noting that a portion of the amount granted is to be used entirely for new EMT training. Southwest Wisconsin Technical College provides the majority of training for these students and has a deferred billing program where the student and Service sign a contract stating if the student completes the class, the Service will pay whereas if the student does not complete the class, the student will be billed. While this has helped the Service somewhat, there are still many students that pass the class but do not ever successfully complete the testing and get their EMT license. With these instances, the Service has paid for the student but does not get an EMT in the end. Gudgeon stated that he is seeking support for changing the process to be a formal selection process for two scholarships. This would lead to self-vetting to help the candidate determine if this is something they are willing to commit to. There would be a list of qualifications and a due date prior to the next scheduled Richland Center class with time for the Board to select the two to be granted the scholarship. Any others would need to either reapply for the scholarship in the future or pay their own way for the class and potentially be reimbursed through a yet-to-be-determined process. The present members supported this idea. It will be taken to the next Joint Ambulance Committee meeting for discussion and handbook changes will be presented at the May meeting.
12. There was discussion regarding the creation of interest-bearing accounts to be set up for retirement planning. At the time of retirement, County employees are eligible for sick time buy out, which at this time is not budgeted for. In order to be prepared for the next retirement, McGraw felt it advisable to set up an interest-bearing account to begin saving for such events. Similar accounts for other investments may also be created moving forward. Gudgeon stated that he would like one or two Committee members to attend a Finance and Personnel meeting to answer questions and seek such an account to be created. Eagle Township could potentially be used as an example, as they have such an account.
13. This item had little discussion but was noted to be needed to begin working on. McGraw stated that the most important part of the conversation with the Hospital and Hospital Foundation members be to determine what we can do to serve them better.
14. Holets made a motion to adjourn, seconded by McGraw. The meeting was adjourned at 2121.