

Richland County Joint Ambulance Committee:  
Strategic Planning for EMS Subcommittee  
May 10, 2023  
Minutes

Present: Brian McGraw, Sharon Schmitz, Mary Rognholt, Jerome Durst, Gordon Palmer, Darin Gudgeon.  
Not Present: N/A

1. Meeting was called to order at 14:04.
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 Palmer to approve the agenda. It was seconded by Rognholt. The agenda was approved.
5. A motion was made by Palmer to approve the previous Subcommittee meeting minutes as presented. Motion seconded by Rognholt. The motion carried.
6. The Business Plan had previously been provided to the Subcommittee members. It was presented on the screen and the sections and content discussed. This Business Plan was compiled by Gudgeon, Burch, and John Heinen, a Consultant who has worked with this office typically through Emergency Management and volunteered his time to assist with the creation of this document. In discussion regarding the plan sections, it was recognized that the History section was included to show where the Service started and how it came to be where it is today. The replacement costs were not provided as the current estimates had not yet been provided but have been requested from Fillback, Jones, and Sleepy Hollow to get the cost of a chassis. Rather than purchase an all new ambulance, which costs more than \$200,000, the goal is to rechassis the still viable patient compartment box which would cost roughly half the price and meet the need well. Two of the three current ambulances have the potential to be rechassis with the third, the 2003 Marque scheduled to be replaced in 2024. Gudgeon also requested a change be made from the previously established Staffing Positions, in the Casual Call-In positions and Paid-On-Call positions. Increasing the number of allowable Casual Call-In positions allows for more flexibility with scheduling around Paid-On-Call staff schedules and decreases costs associated with Full-Time staff. Bringing the Paid-On-Call positions down to 20 would be more reasonable and reduce potential contention.  
Gudgeon explained how the projected figures were calculated. Projected revenue was calculated based on the 2017 Wage Study rates using two steps for each year increase in wages from the calculation table. The projected wages based on this table are expected to change as a result of a new Wage Study if the Committee chooses to pursue one. The contract rates from the Municipalities have been left flat; Gudgeon stated one of the goals is to ensure not only no need for County Tax Levy dollars but also no increase to the Municipalities. Projected call volume was calculated by considering historic data and time of year. The projected revenue and write-offs were calculated from numbers taken out of the revenue balance sheets from the County Clerk's Office and considered trends in the call volume and billing rates to get to the final calculation. This included the data from the County Clerk's Office, Cvikota EMS Professional Billing Inc, and Medicare allowable expenses. Feedback from Subcommittee was general appreciation for the thought and data presented in the Plan, with the data and projections to back-up the figures presented. McGraw encouraged the consideration for Heinen to be compensated for his valuable contribution. The Subcommittee supported the Plan being moved on to the Joint Ambulance Committee.  
Gudgeon informed the Subcommittee the Plan will be sent to Dan Williams at the State as well as a few others who are willing to vet the document and provide feedback.
7. Durst made a motion to adjourn, seconded by Palmer. The meeting was adjourned at 15:50.