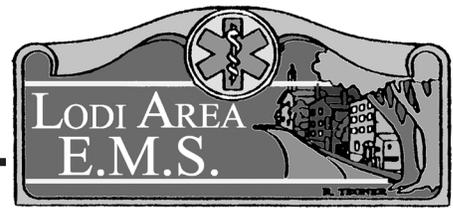


Lodi Area Emergency Medical Service

715 N. Main Street • Lodi, WI 53555 • 1-608-592-7123



March 16th, 2017 - Approved Minutes

Notice is hereby given pursuant to Wisconsin State Statute 19.84 that the Lodi Area Emergency Medical Commission will meet **Thursday, March 16th 2017**, at 7:00 p.m. at the Lodi Area EMS Department, 715 North Main St., Lodi, WI. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipalities may attend the above stated meeting to gather information. No action will be taken by any governmental body at the above meeting other than the governmental body specifically referred to above in this notice.

The agenda was as follows:

1. Call to order. The meeting was called to order by Vice President, at 7:12 pm. Commissioners Karen Essex, Patsy Baebler and Jim Tooley were also present along with EMS Director Russ Schafer. Jon Plumer and Alan Treinen were absent.

2. Citizen input. A time for citizens with concerns to speak to the ambulance commission. No discussion or action by the commission can take place unless placed on the agenda. There was no citizen input.

3. Minutes of the previous meeting/Action - The commission members reviewed the minutes of our previous meeting. Motion to accept the minutes of the February 16th, 2017 meeting (Baebler/Essex). Motion passed.

4. Treasurer's Report and Vouchers/Action - Karen reviewed the bank statements and vouchers as of February 28th. Patsy reports that we are on track with our budget and she received the Town of Westpoint and the City of Lodi payments in early March. The Town of Lodi had already submitted their payment earlier. Motion to accept the minutes of the February 16th meeting (Tooley/Baebler). Motion passed.

5. Correspondence - Patsy received \$640 in donations not related to crew fundraising and had a question about if this should be deposited into crew funds or into the EMS Service general funds. After discussion, motion (Baebler/Essex) to deposit funds, donated or earned as a result of crew fundraising is to be deposited into crew funds. Other donations are to be deposited into the EMS Service general fund account. Motion passed.

6. Director's Report - See Attached

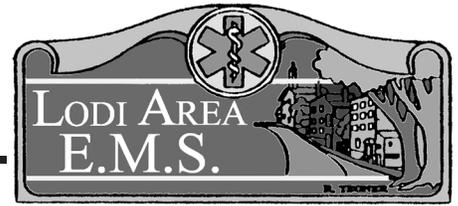
7. Ambulance Replacement Purchase update and discussion - Russ reported on our planned 2018 ambulance acquisition plans. He reported that Deer Grove just purchased an ambulance from Demers Ambulance (Wausau dealer). Their prices were about 80% of what our current ambulance suppliers charge. They do this by standardizing their ambulance boxes rather than customizing each box for each customer. Build time is 120 days and while a Canadian company, their boxes meet more stringent regulations than do boxes built in the US. Our last unit cost us roughly \$140,000 and they have a program to purchase 2 units for \$200,000 so this is something we need to consider. Russ mentioned that our newest unit, if sold, would bring back \$70,000 to us.

8. Update on Staffing/Schedule - No discussion.

- Continued -

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March 16, 2017 - Approved Minutes Continued

9. Go in to closed session pursuant to 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Former Personnel Issues). Karen took a roll call to go into closed session. Roll call passed. Karen took a roll call to go out of closed session. Roll call passed.

10. Next meeting date - we set our next meeting to be the 4th Thursday of April - the 27th at 7:00pm. We have a meeting with the municipalities on Monday, April 24th at 5:00pm - at the Town of Westpoint offices.

11. Adjourn. Motion to adjourn (Tooley/Essex). Motion passed.

Submitted by Jim Tooley, Lodi Area EMS Commission Secretary

Directors Report March 16th, 2017

Run Reports

- Our average response time for 2017 is currently 3:53
- Total Calls for February: 34

Staffing Report

- Schedule over the past month, and the coming month look much better. We have seen a drastic decrease in open shifts, from upwards of 20-30 open shifts to maybe 5 per month. This is a much-needed break for the members who have run so much to keep us running the past months.
- Eric Hardel was absent a large part of March serving his duty time in the military, however has returned and the schedule is back to normal.
- Discussion has started amongst the rotational career staff in regards to changing the shift matrix to a 48/96 schedule. This would mean working 48 hour followed by 4 days off. This allows for some more consistent home time, more weekends off, and ultimately happier staff!

Recruitment Report

- Efforts have been increased as the culture of Lodi EMS is on the up rise.
- Recently posted an ad on our Facebook page which has gotten one application thus far.

Equipment Report

- I am working with our supply vendors to get some more competitive pricing on supplies. Bound Tree medical supply has some items for a lower cost, so we will start to order some items from them versus EMP, although EMP is a sister company of Bound Tree.
- I am in full swing working with several ambulance builders to have drawings completed, and get pricing to evaluate what direction we will go in.

Building Status

- Floors were stripped and re-sealed by in house personnel. We are still completing the final stages of this, but it seemed to turn out well.
- It was discussed to purchase a more comprehensive tool set to allow us to do some repairs of ambulances and building items in house. This would involve a toolbox, tools, cordless drill and other small items. Thoughts?
- Our outdoor shed was blown over in the high winds. Once the snow has melted, we will repair this and look for a way to secure it better.

Community Relations

- We are going to move to a scheduled CPR class schedule in the coming months. What this means is we will have a pre-determined day of the month where classes will be scheduled, and people will sign up for that one class, versus holding multiple small classes over the month. This will allow to better schedule Full Time staff to facilitate the classes.
- Spaghetti Dinner is complete, and we did very well this year! Our gross total was 9195.00, and after our expenses were subtracted, we made 7271.16. Overall, we served 363 people over the course of 4 hours, and had rave reviews about the quality of the food, and friendliness of our staff. Thanks to all who came out to help, and thanks to the commission members who came out to help as well!

Respectfully Submitted,

Russ Schafer