

Lodi Area Emergency Medical Service

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



April 26, 2018 - Approved Minutes

Notice is hereby given pursuant to Wisconsin State Statute 19.84 that the Lodi Area Emergency Medical Commission will meet Thursday **April 26th, 2018**, 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 Karen Essex at 7:13 pm. Commissioners Karen Essex, Jon Plumer, Patsy Baebler and Jim Tooley and along with EMS Director Russ Schafer was in attendance. Commissioner Alan Treinen was 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 present reviewed the minutes of our previous meeting. Motion to accept the minutes, as corrected, of the March 22nd, 2018 meeting.
(Plumer/Baebler). Motion passed.
- 4. Treasurer's Report and Vouchers;** - Karen reviewed the bank statements while Jim reviewed the vouchers for the previous month. Patsy noted that \$1130 was spent to repair one of our garage doors and \$843 was paid out to cover the annual charge of our EMS Scheduling software. We discussed the Amazon Prime account that the service uses, costing \$13.10/month. We asked Russ to go to an annual charge rather than a monthly charge ... it is a little cheaper. Patsy reported that she had received \$27800 from the City which is applied to their 2018 assessment. Assessments for both of the Towns have previously been received. As of the end of March, we are 25% through the year. Call revenues are at 28% while expenses are at 23.3%. Our Subscriptions and License expenses and Continuing Education Expenses are at 54.7% and 27.5% respectively. Patsy explained that most of our dues and subscription cost are incurred early in the year. Reviewing our cash situation, Jon Plumer suggested we move \$25,000 into a Hi-Rate Money Market account to maximise the cash potential. Motion to accept the Treasurer's report (Tooley/Essex). Motion passed.
- 5. Correspondence** - Russ reported on the carpet replacement he is scheduling over 2018-2019. The lounge and 2 offices will cost about \$2500, while the Training Room will cost \$3900. Our bedrooms are not in bad shape so replacement won't be scheduled in this project. Munz Carpeting offered to donate 5+ hours of installation time.
- 6. Director's Report** - *(See Attached)*
- 7. Involvement in conceptual Lodi Emergency Services Building;** Russ and Karen are working on a position statement from the Commission to the Municipalities concerning the EMS involvement in this project. We reviewed the initial statement and will revisit this item at the next meeting.
- 8. Contract for EMS Service: Town of Dane** - Russ reported that he met with the Waunakee EMS Director and the Town of Dane and went over our proposed IGA, Intergovernmental Agreement, with them. The Town of Dane wants to contract for services only and does not want a seat at the municipal table. They want to be billed per call at a per capita rate. Russ said that there is also a chance of a long-term relationship with Waunakee EMS as Waunakee is not growing to their north. Russ informed us that our IGA was originally developed in 1971 where we covered a much larger area extending down to Springfield Corners. Russ continues to work on an updated IGA to be considered by the Municipalities this summer.
- 9. Next meeting date** - Our next meeting will be held on Tuesday at 7:00pm on May 22nd.
- 10. Adjourn.** Motion to adjourn. (Baebler/Tooley). Motion Passed.



Directors Report April 26th, 2018

Run Reports

- Total Calls for March: 35
- To Date Calls April: 34
- Year to Date: 161

Staffing Report

- Staffing remains consistent with no notable lapses in coverage or issues with open shifts.
- Happy to report that we only have 6 open shifts through June. This is a huge success

Recruitment Report

- One new member joined us this past month. Brian Ecklor has joined and has begun his training as a EVO. He will attend EMT school in the fall.

Equipment Report

- Both ambulances were serviced over the past month. Several issues were found and correct.
 - Rescue 1: oil change and tire rotation, noted tire pull and this was repaired with air pressure.
 - Rescue 2: Oil Change, Sway bar link was broken and replaced. Also noted batteries need to be replaced, however I will repair that in house.

Building Status

- Garage Door in middle bay became locked in the open position. Problem identified and was repaired several days later.
- Sealcoating will be scheduled for May.
- Replaced shelving in maintenance room to allow for more storage.

Community Relations

- I recently attended and passed the National Child Passenger Safety Technician curriculum. This program has great potential, and I will be working with local business owners to sponsor events for car seat safety checkpoints in the future.