

Lodi Area Emergency Medical Service

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



August 14th, 2017 - Approved Minutes

Notice is hereby given pursuant to Wisconsin State Statute 19.84 that the Lodi Area Emergency Medical Commission will meet Monday August 14th 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 Karen Essex at 7:10 pm. Commissioners Patsy Baebler and Jim Tooley along with EMS Director Russ Schafer were in attendance. Commissioners Alan Treinen and Jon Plumer 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. Karmin Enge, Town of Westpoint, was in attendance.

3. Minutes of the previous meeting/Action - The commission members reviewed the minutes of our previous meeting. Motion to accept the minutes of the July 20th, 2017 meeting (Baebler/Tooley). Motion passed.

4. Treasurer's Report and Vouchers/Action - Vouchers and Bank Reconciliations were validated by Karen Essex. Patsy explained purchases at Koltos and Amazon.com. She reported a routine payroll, utilities, payroll retirement and MATC EMS card expenses. Motion to accept the treasurer's report (Tooley/Essex). Motion passed.

5. Correspondence - Russ reported on the opening of bids for a new ambulance. He received 6 bids for a 4 wheel drive unit and all bids were within the general range of \$206,000 - \$178,000. Russ also commented that he is not pleased with the Lifeline quote of \$198,000. On our present Lifeline unit, the box rattles. The unit from Braun is Russ' favorite pick due to its solid construction. There is a 1 year lead time for the construction of a new ambulance. Braun Ambulances are made in Ohio and our dealer is in Minnesota. Braun ambulances are used in Rio, Middleton, Stoughton, McFarland and at the Children's Hospital in Madison.

6. Director's Report - *(See Attached)*

7. 2018 Budget Discussion/Action - Patsy and Russ handed out our proposed 2018 Operating Budget which Robin Meier helped develop. We had a line by line discussion of the budget's proposed changes which will be presented at the Joint Municipality Meeting on August 21st. Russ also handed out a cover letter to the proposed budget and an eleven page "Lodi Area EMS 2.0 - Past Present and Future" report that he developed.

8. Next meeting date. Our next meeting date is scheduled for September 28th at 7:00 pm. We also set the meeting schedule for the months of October 26th, November 16th, December 21st and January 25th.

9. Adjourn - Motion to adjourn - (Essex/Patsy). Motion passed at 9:37pm.

Submitted by Jim Tooley
EMS Secretary



Directors Report July 20th, 2017

Run Reports

- Total Calls for June: 31 Calls

Avg Unit Notified to Enroute in Minutes	Avg Unit Enroute to Arrived at Scene	Avg Unit Arrived on Scene to Left Scene	Avg Unit Left Scene to Arrived at Dest	Avg Patient Arrived at Destination to Patient Transfer of Care	Avg Patient Arrived at Destination to Unit Back in Service	Number of Runs
3:30	5:13	50:50	31:21		21:95	31

- Above is the time report for June. Response time was 3:30.

Avg Unit Notified to Enroute in Minutes	Avg Unit Enroute to Arrived at Scene	Avg Unit Arrived on Scene to Left Scene	Avg Unit Left Scene to Arrived at Dest	Avg Patient Arrived at Destination to Patient Transfer of Care	Avg Patient Arrived at Destination to Unit Back in Service	Number of Runs
3:15	4:54	27:07	28:98	3:52	19:20	242

- Above is the yearly average time report. Again, we have decreased response times, and are averaged for the year to date at 3:15.

Region	Agency Name (dAgency.03)	Median Unit Notified by Dispatch to Unit En Route - Service	90th Percentile Unit Notified by Dispatch to Unit En Route - Service	90th Percentile Unit Notified by Dispatch to Unit En Route - Region
South West Region	Lodi Area Emergency Medical Service	3:00	6:00	6:00

- As noted above, we far exceed what is the 90th percentile in our region. The top 10% average a 6-minute response. We are at 3 minutes in this category.

Staffing Report

- Schedule continues to remain full nearly every shift.
- An update on LTE positions will be given during closed session

Recruitment Report

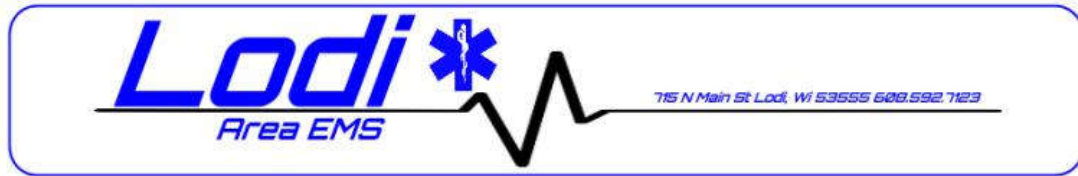
- One application has been received for an EMR level member. I will be interviewing him in the coming week or so.

Equipment Report

- Over the next 2 years, we will need to upgrade all of our CPR manikins to provide audible, real time feedback per AHA guidelines. This expense should be able to be covered out of income from CPR classes taught.

Building Status

- Landscaping is near completion. Last few details such as rock and minor fill around the sign, then it will be complete.
- Doorbell with wireless alert receivers have been added to the station. This allows us to keep the door secure, and limits people coming into the building and wandering around if we are not in the office.



- Locked Key box was added to the office. All keys for file cabinets, desks, ambulances and various gates around the district are available in the box, and career staff has the code.
- I will be replacing my office door lock with a keypad. This is to restrict people from having access to my office since personnel records and other documents are kept inside. This also allows me to give anyone access if they need, and immediately change the code.

Community Relations

- Provided stand by at demolition derby during the fair. I will be involved in some safety concern meetings with the fair board, and am considering charging the promoter of this event for EMS services.
- Saturday night, myself and Bischel went to the fairgrounds early and walked the grounds for about 2 hours. It was great to engage with the public, and next year I will more than likely have more people up and walking around.
- CPR classes are being advertised, and we are starting to see classes almost bi weekly. As we promote this further, my hope is to teach 12 people a month.

Respectfully Submitted,

Russ Schafer