

# Lodi Area Emergency Medical Service

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



## ***November 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 November 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 Karen Essex at 7:08 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, on the Town of Westpoint Board requested she be put on the commission's email list. [gregandkarminenge@hotmail.com](mailto:gregandkarminenge@hotmail.com)

**3. Minutes of the previous meeting/Action** - The commission members reviewed the minutes of our previous meeting. Motion to accept the minutes of the October 26, 2017 meeting (Baebler/Essex). Motion passed.

**4. Treasurer's Report and Vouchers/Action** - The vouchers and Bank Reconciliation for the previous month were reviewed by Karen Essex. Patsy reported that check #19150 (\$66.00 to Congenta Multimedia - pager batteries) didn't print on the general ledger report. She has identified a problem with our recent Quick Books upgrade and will be fixing the problem. • It was noted that Dean's Masonry completed their work on the old EMS building. • Patsy reported that she paid \$1990 for property & liability insurance last month. • Russ reported that several medical supplies will be past their expiration date this month so he will be reordering those. • Patsy mentioned that we did receive the FAP funding check (\$5300) which she will post next month. Some of the funds will be used to pay for Rescue II's Turbo (\$1893). • For the year, we should be at 88.33% of budget but incomes are currently at 71.5% while expenses are a 74.6%. Motion to accept the treasurer's report (Tooley/Essex). Motion passed.

**5. Correspondence** - Russ reminded us that we need to sign the "Agreement to Purchase" for the new ambulance before the end of the year to avoid a 3% increase to be levied January 1. Russ said he would put together a letter and email it to the Municipalities stating that we intend to sign the purchase agreement by the EOY unless we hear back from the Municipalities. He noted that he has added and subtracted some features from the original ambulance quote and will discuss these feature changes and possible crew fund participation with the crew.

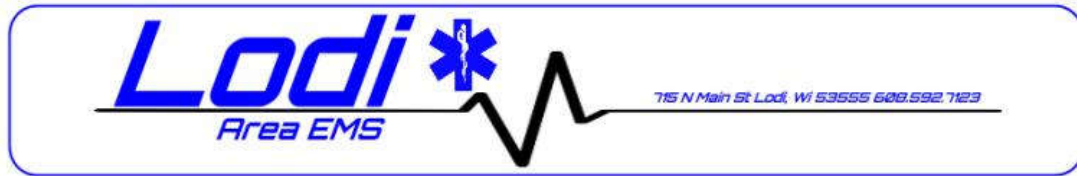
**6. Director's Report** - *(See Attached)*

**7. Next meeting date** - The next meeting date is schedule for December 21st at 7pm.

**8. Adjourn.** - Motion to adjourn (Essex/Tooley). Motion Passed.

Submitted by:

Jim Tooley - Lodi Area EMS Commission Secretary



## **Directors Report November 16th, 2017**

### **Run Reports**

- Total Calls for October: 48, November: 18
- Year to Date Response Time Page to Enroute: 3:15

### **Staffing Report**

- Staffing of ambulances continues to be doing very well. Very few open shifts, and people are asking for more hours than are available.

### **Recruitment Report**

- Recruitment drive will begin soon to try and get interested people for spring semester classes.

### **Equipment Report**

- Rescue 2 is getting mechanical issues repaired November 15/16<sup>th</sup>, and should be back in service on Friday November 17<sup>th</sup>.

### **Building Status**

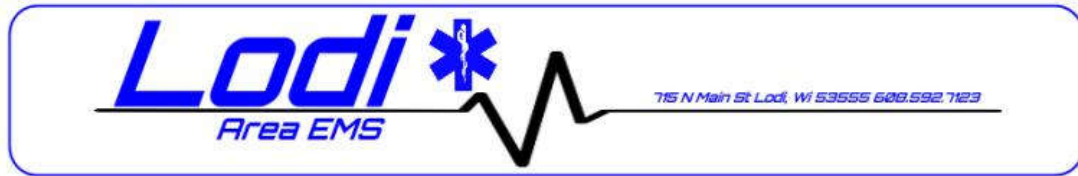
- Continue to look at snowplowing options for the property.

### **Community Relations**

- Lodi EMS "Coats for Kids" drive to benefit Reach Out Lodi has raised over 70 coats donated, and almost all have already been distributed by them to people in need.

Respectfully Submitted,

Russ Schafer



- EMS Chief/Director was awarded a commendation from the Governor of Wisconsin and Professional Ambulance Association of Wisconsin. This was a nomination based award, and out of 18,000 providers in the state, only 29 were awarded this commendation.

Respectfully Submitted,

Russ Schafer