

# Lodi Area Emergency Medical Service

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



## ***December 21st, 2017 - Approved Minutes***

Notice is hereby given pursuant to Wisconsin State Statute 19.84 that the Lodi Area Emergency Medical Commission will meet Thursday **December 21st, 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 Alan Treinen at 7:06 pm. Commissioners Karen Essex, Patsy Baebler and Jim Tooley along with EMS Director Russ Schafer and Karmin Enge, Town of Westpoint Board, were in attendance. Commissioner Jon Plumer 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 reviewed the minutes of our previous meeting. Motion to accept the minutes of the November 16, 2017 meeting (Essex/Baebler). Motion passed.

**4. Treasurer's Report and Vouchers/Action** - Karen Essex reviewed the Vouchers and Jim Tooley verified the Bank Reconciliations for the previous month. At eleven months into our fiscal year, budgeted income should be at 91.6% but is currently at 81.1% due to lower than expected call revenue. While expenses should also be a 91.6% of budget, they also are lower at 81.9%. Patsy noted there were no extraordinary expenses incurred during November. Russ is signing up for an OOMA account (VOIP - Voice over IP communication company) to try to lower some of our communication expenses.

The service received a \$400 grant from Alliant Energy due to one of our EMT's voluntary service (Nathan Sirveus) in an Alliant Energy program. Also, Patsy made a request that we send Robin Mayer a \$100 gift for administration and financial guidance she gave the commission and treasurer during 2017. Motion to approve the \$100 gift to Robin Mayer and to accept the Treasurer's Report (Tooley/Essex). Motion passed.

**5. Correspondence** - There was no correspondence to report.

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

**7. EMS Involvement in conceptual "Joint Emergency Service Building"**. Unknown to her, Karen reported that she found her name on the committee list and will keep us apprised.

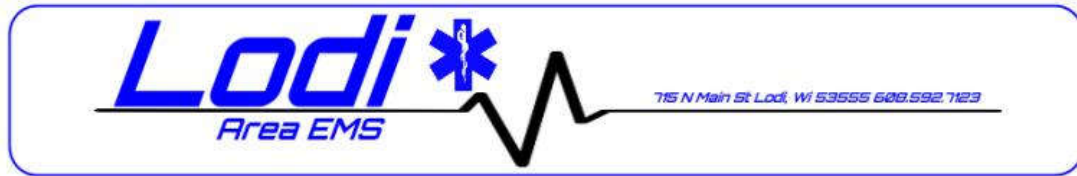
**8. Building Use Request by employee.** This item was tabled.

**9. Closed Session:** The Lodi Area EMS will Convene into Closed Session pursuant to: sec. 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Full-Time Employee Status). Alan took a role call vote to go into closed session - All responded with aye's. Going out of closed session, Alan took a role call vote to go out of closed session - All responded with "aye".

**10. Next meeting date** - The next meeting date was set at January 25th, 2018 at 7:00pm.

**11. Adjourn.** Motion to adjourn (Tooley/Baebler). Motion passed.

Submitted by Jim Tooley - Lodi EMS Secretary



## **Directors Report December 21st, 2017**

### **Run Reports**

- Total Calls for November: 34, December: 26
- Year to Date Response Time Page to Enroute: 3:19

### **Staffing Report**

- Staffing of ambulances continues to be doing very well. We are noticing weekends having more open than weekdays.

### **Recruitment Report**

- Recruitment continues. One application out for an AEMT.

### **Equipment Report**

- Rescue 2 received repairs to the turbo. EGR kit was installed, and they also found a coolant system leak that was repaired. Truck is running well now.
- Straps on both cots were replaced. They were replaced to die to excessive wear and infection control issues.

### **Building Status**

- Phone system is being explored and we will be changing over to a cloud based system to lower phone costs. This should be installed by our on-site staff in coming days.

### **Community Relations**

- Lodi EMS "Home for the Holidays" was a great success. Thanks to Bryce and Stacy for the time they took to make this possible. I look forward to continuing this, and hope it will grow to other facilities.

Respectfully Submitted,

Russ Schafer