

# Lodi Area Emergency Medical Service

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



## *January 16, 2020 - Approved Minutes*

Notice is hereby given pursuant to Wisconsin State Statute 19.84 that the Lodi Area Emergency Medical Commission will meet Thursday January 16, 2020, 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 at 7:08 pm. by Commission Treasurer, Ann Groves-Lloyd. Also in attendance were Commissioners Alan Treinen, Karmin Enge, John Karls and Jim Tooley. Commissioner Aaron Arnold was absent. Also present was EMS Director, Russ Schaefer and Jay Gawlikowski (Town of Lodi).

**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** - The commission members present reviewed the minutes of our previous meeting. Motion to accept the minutes of the December 19, 2019 meeting. (John Karls / Ann Groves-Lloyd). Motion passed.

**4. Treasurer's Report and Vouchers** - Ann reviewed the Bank Statements and Vouchers. At 12 months into our budget, incomes for the year were at 135.7% of budget while expenses came in at 99.6% of budget. Ann pointed out that the city needs to be sent a reminder invoice for the \$28,371.18 that they owe on their assessment for the 2019 budget. LifeQuest, in discussions with Russ, recommended raising BLS (Basic Life Support) rates from \$900 to \$950 for residents, and from \$1000 to \$1050 for nonresidents; and ALS (Advanced Life Support) rates from \$1100 to \$1200 for residents, and from \$1200 to \$1300 for nonresidents. Motion to accept the Treasurer's report (Jim Tooley/Ann Groves-Lloyd). Motion passed.

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

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

**7) Fund Usage/Capital Funds** - Picking up the discussion from last month concerning what is the responsible thing to do with our extra income from the 2019 budget, we decided to ask Russ to present a shopping list of his short-term future needs along with a health insurance proposal at the February meeting and then ask the Municipalities to decide the course of action.

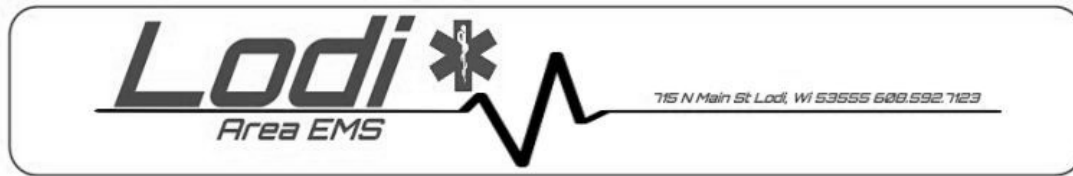
**8) Station Telephone System** - Russ reported that the service's voicemail equipment and setup has virtually failed and he can't find anyone who knows how to fix it. We have 2 phone lines - 1 goes into Russ' office and the other into the station office. We directed Russ to contact Charter (our current phone and internet provider) to see if they could add the voicemail feature.

**9) Employee-member Handbook Implementation** - Russ reported that our lawyer, Steve Zach, has requested putting off implementation for another month. He was not quite ready to sign off on it.

**10) 2020 Administrative Re-Organization update** - Russ passed along that Bobbie Brown and Eric Hardel were interested in the Captain's positions. Our medical director suggested that the positions be also opened to our paid staff. Russ is weighing the possibilities and will report back at our next meeting.

**11) Next meeting date** is scheduled for February 27, 2020 at 7pm at the Lodi Area EMS Station.

**12) Adjourn** - Motion to adjourn (Ann Groves-Lloyd/John Karls/). Motion passed at 8:40pm.



## Directors Report January 16<sup>th</sup>, 2020

### Run Reports

- **Total Calls for 2019: 569**
- **Total Calls by Responding Unit**
  - **617: 526**
  - **618: 43**
- **Total ALS Intercept Requests for 2019: 14**
- Total Calls for December: 50 (4 Secondary Calls)
- Total Calls for January (To Date): 17
- **Response Times:**
  - **617:** Page to enroute: 2.54 minutes, Enroute to Arrive on Scene: 6.32 minutes (2019 Final Times)
  - **618:** Page to enroute: 3.62 minutes, Enroute to Arrive on Scene: 5.71 minutes (2019 Final Times)
    - \*618 is a non-staffed ambulance\*

### Resident Report (Calls for Resident of service area vs Non-Resident)

**December:** Resident: 42/ Non-Resident: 5/ Not Indicated: 3  
YTD: Resident: 460/ Non-Resident: 92/ Not Indicated: 15

### Call by Municipality:

#### **December 2019**

- City of Lodi: 28 (310 YTD)
- Town of Lodi: 16 (170 YTD)
- Town of Westpoint: 2 (31 YTD)
- Town of Dane: 2 (18 YTD)
- Poynette (Mutual Aid): 0 (9 YTD)
- Arlington (Mutual Aid): 0 (15 YTD)
- Sauk Prairie (Mutual Aid): 2 (6 YTD)
- Waunakee (Mutual Aid): 0 (6 YTD)
- Not Indicated: 0

### Staffing Report

- Schedule 100% covered for primary responses.
- Our new Career AEMT started January 13<sup>th</sup>. Dawn Maier comes to us after serving Waunakee EMS for 15 years. Dawn will be working a rotation with our other Day AEMT.



### **Recruitment Report**

- No new applicants this month. Once Captains are implemented, we plan to revamp our recruiting and on-boarding practices.

### **Equipment Report**

- An AED will be purchased utilizing donated funds. This AED is going to be assigned to Bobby Annen, Lodi Fire Chief. I spoke with Chief Annen and we have come up with a plan to have him respond to Cardiac Arrest calls in Harmony Grove/Town of Lodi to decrease the time an individual may wait for assistance. With this, we will have several units covering our entire district.

### **Building Status**

- Kitchen Sink needs repair due to a leak. I will be contacting a plumber to investigate and repair if need be.
- Northland Doors came out again to look at the door that has needed replacement or repair. They had issues with the prior estimator, so we should be moving forward with this soon.
- I would like to invest in new appliances for the kitchen as both are original and showing age. Upgrading to more energy efficient models may lower utility costs and provide a better experience for members that stay while on shift.

### **Community Relations**

- We continue to provide CPR training as needed to individuals.
- Columbia County Sheriff's Office has once again requested Lodi EMS provide their organization CPR training. We will train approximately 104 staff members over the course of a month or so.
- CCSO has also partnered with Lodi EMS to procure items relating to medical care for their deputies/jail staff. We will now purchase AEDs and pads and I have agreed to provide COSO with our discounted pricing.

Respectfully Submitted,

Russ Schafer