

Commission Meeting

Feb. 12, 2014

Members Present: Sean Lathrop, John Friedmeyer, Mike Wallerich, Pat Carrels, Barb Tentis, Mark Jarstad, Chad

Called to order at 7:00 pm by President Mike Wallerich

Mike Wallerich's term as president has expired. John Friedmeyer nominated Mike Wallerich to continue as President. Seconded by Mark Jarstad. Passed

Introductions around the table. Lynn Johnson present to take notes.

Business

2013 Financials

Sean expressed interest in the ambulance accounts becoming enterprise accounts to simplify bookkeeping.

2013 Revenue	\$308,792
2013 Expenses	\$276,683
2013 Profit	approximately \$32,000

2013 over budget by \$65,183, excluding \$20,000 grant leaves approximately \$45,000 overage, can be accounted for by wages + taxes

565 runs for 2013, compare to 525 runs for 2012 Brings up the issue of when does the number of monthly calls become too taxing for a volunteer service

Pat asked what the was the average number of on-call hours a month/crew member. Sean replied that it varies from 0 – 282 hours/month. Several members on the roster are not taking call but have not resigned from the service. If By-laws are updated, may look at resolving that issue. Mark clarified that Bylaws govern the Ambulance Association and Regulations are set by the Commission. This issue should go to Regulations. Sean suggested that Mark should come to an Association meeting to delineate the differences between Association governance and Commission governance.

Computer Update

Sean and Chad will be meeting with Expert T. Billing to get a better feel on the entire billing process, understanding reports, etc.

Collections recovery was at 6%, is now up to 12%. Working policy has been to never go to the extent of legal threat for recovery. Mark asked what amount is turned over to collections. Sean will get that info.

Onset of computerized run reports has led to a 6-tier billing system. Rates set match Lake City and several other small communities in the area. John asked if Medicare will accept this system and Sean replied yes. Mark asked if this was an increase, as that needs approval from the council. Barb moved/Mike seconded to take these rates to council for approval.

Crew Update

Out-of-town staff staying at the station means that local staff cannot stay. Accommodation discussion included possible long-range plan of new building, but that would not happen sooner than 2016. Other options include renting a furnished apartment, arrangement with local motel, addition on current structure. No decisions or recommendations at this time.

Response Vehicle

Current vehicle has cost \$2179 to date for total expenses, but needs new tires and maintenance/repairs as it has become unreliable in starting. Sean gave many examples of successes experienced by having the Response vehicle. John also spoke in favor of such a vehicle. Sean had solicited information from surrounding communities regarding use of a Response vehicle, they were evenly split on whether they had one, but all had some contingency plan or accommodation. Seems there are three viable choices: sell current vehicle and go without another; keep current vehicle with a maintenance budget; get a different vehicle. Barb asked for Sean's preference and Sean deferred to Chad and John to discuss with council. After further discussion, the Commission will recommend to the Council their support to continue with a Response Vehicle and ask the Council to decide whether it should be used or new. Motion made by Barb, seconded by John, passed.

Medical Director

Dr. Jeske has recently taken over the position of Medical Director for the service by has now resigned as he will be moving out of the area. He will work with Sean to help find a replacement. Sean has talked briefly with Dr. Anderson about taking the position.

Hours

Sean and Chad have had conversation to define Sean's time serving as Director and taking call as a crew member. Sean may make use of Flex time when working outside of regular business hours.

Sean reported that he will take his Paramedic testing in May.

The State book is almost done and ready to send in.

To maintain Training Center status requires special licensing, and that is coming due this year. Members have been working to update new EMSRB policies and procedures, but have now received word to put these on hold until further notice.

Long Hot Summer Conference will be held in March. Many crew members are planning to attend. City has approved paying for lodging and transportation.

Budget for 2014 has been submitted for \$243,459, based on 600 runs. May be low. Chad will work with Sean on numbers.

Crew member Melissa Johnson has had to resign for personal reasons. Her training expense, incurred less than 2 years ago, was approximately \$800 - \$1000, of which she still owes by per diem approximately \$450. Due to financial constraints, she has asked for that to be waived. Motion to waive fee made by John, seconded by Pat. Passed.

Meeting adjourned at 8:45 pm. Motion made by Mike, seconded by Barb.