



AREA AMBULANCE SERVICE

Fire Chief Tim Adler
Public Safety Director

Adam Robarge, CCTP
Deputy EMS Chief

Ambulance Commission

Meeting Minutes: March 2021

Date/Location of Meeting: March 25, 2021, Northside Fire Station

Members in Attendance: Barb Cram, Rick Murray, Wayne Kling, Jerry Steele, Richard Yarrington.

Members Absent: Brede Sorenson, Joyce Stenklyft.

Others Present: Public Safety Director Tim Adler, Deputy EMS Chief Adam Robarge

Meeting called to order at 5:00 PM

- **Approve Minutes:** Motion made by Jerry Steele, second by Richard Yarrington to approve **January 21, 2021** meeting minutes as presented. Motion carried.
- **Director's Report:**
 - Monthly statistics and invoices presented for February 2021.
 - **See Attached Director's Report.**
 - Vehicle Purchase from January Meeting
 - Decided not to purchase take home vehicle for the Deputy EMS Chief.
 - Price was too high even with Howard Hanson coming down to \$16,500.
 - City looking at lease program and saving for future expenses.
 - Update on staff status.
 - Two full-time paramedics left in March, both staying on part-time.
 - All open positions posted on Indeed (\$80/day), PAAW, and WEMSA sites.
 - Two applicants (one internal, one external).
 - Presented issues with education/mileage reimbursement and other services posting for job openings on or about the same day.
 - Closing the job posting on Friday March 26, 2021
 - Isabell Miles returning to full-time status to fill one of the open positions.
 - Looking at Critical Care transition in July or August.
 - Contract Negotiations
 - Lateral transfers and better benefits than surrounding agencies.
 - VA update on late payments moving forward.
 - New Contact who is working through the backlog. New electronic billing.
 - Still behind from January and February 2020.
 - Building Update



- Offer accepted on Kasten property with contingencies (DNR, soil boring).
 - Vehicle
 - 266 cracked exhaust manifold repaired.
 - Several miscellaneous issues with all ambulances. Working on warranty work and minor repairs.
 - Other
 - Continually researching ways and making plans to save money.
 - \$200 donation from Oakdale Electric and \$800 donation from Earle Fund
 - Purchased AHA Instructor and Participant materials.
 - Motion made by Barb Cram, second by Rick Murray to approve the Director's Report. Motion carried.
- **Persons Desiring to be Heard:** None.
- **Job Description:** Deputy EMS Chief Robarge combined the current EMT-Basic and Paramedic job descriptions into one job description which also includes AEMT and Critical Care Transport Paramedic. Motion made by Richard Yarrington, second by Barb Cram to approve as presented. Motion carried.
- **Emergency Medical Responder (EMR) Agreement:** Per commission direction from January 2021 meeting, an EMR Agreement was drafted and approved by the City Attorney. This agreement will be for both Town of Lincoln Fire and Rescue and for Tomah Emergency Medical Responders. Motion made by Barb Cram, second by Rick Murray to approve the EMR Agreement and send to the City Council. Motion carried
 - Question and Discussion about including a requirement to obtain 501(c)(3) before the City agrees to enter the EMR Agreement with Tomah Emergency Medical Responders. No change to the previous motion.
- **Other Such Matters by Commission Members:**
 - Discussion about what the commission would accept as the minimum monthly payment for payment plans.
 - Question about legal requirement related to hospital or medical bills.
 - Discussion joining Anthem Blue Cross / Blue Shield as an In-Network Provider.
 - Discussion on allowing or negotiating a minimum settlement amount.
- **Adjourned:** Motion made Barb Cram, second by Richard Yarrington to adjourn the meeting. Motion carried.

Meeting adjourned at 6:42 PM

Minutes Taken By: Deputy EMS Chief Adam Robarge

Minutes Typed By: Deputy EMS Chief Adam Robarge

Respectfully Submitted

Public Safety Director Tim Adler