

Minutes

Baraboo District Ambulance Commission

December 5, 2018

The December 5, 2018 meeting of the Baraboo District Ambulance Service Commission was called to order by Dahlke at 7:00 pm.

Commissioners present: Dave Dahlke, Dr. Kronrnfeld, Erik Larson, Robin Meier, Darlene Otto, Joel Petty, Randy Puttkamer, Scott Sloan, Tim Stieve, Terry Turnquist, and Phil Wedekind

Also present were: Attorney Maffei, Chief Sechler, Deputy Chief Rago, Captain Johnson, Captain Klock, Captain Koepp, Snow, Vande Hei, Fiebig, DeKeyser, Mezyk, and Wolter

Dahlke noted that the meeting had been posted in compliance with the Open Meeting Law.

Adoption of Agenda

- The agenda was adopted by a motion made by Larson, seconded by Sloan. Voice vote, all ayes. Motion carried.

Approval of Previous Minutes

- A motion to approve the October 24, 2018 minutes was made by Wedekind, seconded by Sloan. Voice vote, all ayes. Motion carried.

Public Invited to Speak

1. None

Appearances/Announcements/Correspondence

2. None

Reports

1. Legal Counsel Report – No report.
2. President's Report – No report.
3. Treasurer's Report – No report.
4. Chief's Report – Sechler reviewed the written report that was submitted in the Commission packet.

Consent Agenda

1. Approve check details and online payments for October 14 – November 24, 2018 in the amount of: \$120,586.32
2. Approve write-offs of patient accounts in the amount of \$206,446.52.
A motion to approve as presented was made by Petty, seconded by Wedekind. Voice vote, all ayes. Motion carried.

Old Business

1. Sechler and several staff presented the background for the discussion related to increasing wages and staff for the 2019 Budget year. A 3% across the board raise was already approved for all staff in the 2019 Budget. Due to the current nationwide shortages of personnel in Public Safety (including EMS, Fire, and Law Enforcement) many agencies have raised their base wages in order to recruit and retain employees. While the initial 3% raises that were proposed for the 2019 Budget were sufficient at that time, the competitive wage increases at other services has

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caused some staff at Baraboo EMS to seek part-time and full-time employment elsewhere, while also making it more difficult to attract new employees. The synopsis of the proposal is that a total increase of \$1.45 per hour be given to hourly employees. That \$1.45 amount would be inclusive of the 3% that has already been budgeted, and is not to be considered an additional amount on top of the budgeted 3% raise. The Management team feels that the increase in base wages would help to retain current staffing, as well as be an incentive to hire additional Paramedics to fill a scheduled power-shift each day. The power-shift would be staffed during the busiest times of the day, so that the Service could pick up additional transfer opportunities compared to what was previously budgeted. Numbers were presented that showed that if one additional inter-facility transfer could be taken every other day (for a total of 190 additional transfers per year) that enough income would be generated to cover the expenses of the additional wage increase. If there were not enough additional transfers, various line item expenses could be adjusted to balance the budget. A number of questions were asked by the Commission, and answered by staff. At the end of the discussion, the Commission directed staff to create the following reports, to bring back for further discussion at the next meeting: (1) comparison with surrounding EMS services of base wages for the Paramedic level; (2) comparison of the proposed increase for each EMS level, in a percentage format; and (3) a chart of the current benefits package for employees.

New Business

1. Sechler presented the agreement for the Learning Partnership with Columbia Southern University (CSU). This agreement allows an employee to receive a discount on their college classes, related to obtaining degree. After discussion, a motion was made by Larson, seconded by Turnquist to approve the agreement. Voice vote, all ayes. Motion carried.
2. Sechler presented the proposed Compliance Policies and Procedures that had been developed as part of the Compliance review earlier this year. After discussion, it was directed to make the following changes, and bring back a final copy for consideration: (1) Correct paragraph numbering on page 22, (2) add in "legal counsel" on the same page, and (3) Reword Policy #11 to refer to the current Employee Complaint Policy.
3. A motion was made for the Baraboo District Ambulance Commission to go into Closed Session pursuant to §19.85(1)(a) Wis. Stats. to deliberate concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body, by Sloan, seconded by Turnquist. Roll call vote: All ayes. (8:15) After Closed Session discussions, a motion was made by Wedekind, seconded by Sloan for the Baraboo District Ambulance Commission to return to Open Session pursuant to §19.85(2) Wis. Stats., to take action as a result of closed session discussions. Roll call vote: All ayes. (8:38) A motion was made by Petty, seconded by Otto that after consideration, the Commission finds that the Hearing Officer did not reach an arbitrary or unreasonable result, and therefore, the Commission affirms the Hearing Officer's Decision dated October 25, 2018. Voice vote, all ayes. Motion carried.

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Commissioner Comments & Future Agenda Items

- Please mark your calendars for the next Commission meetings, which will be the following:
 - January 23, 2019
 - February 27, 2019

Adjournment

- Motion to adjourn by Larson, seconded by Turnquist at 8:30 pm. Voice vote, all ayes. Motion carried.

Respectfully Submitted,

Dana Sechler, Chief / EMS Director
Baraboo District Ambulance Service