

**Agenda**  
**Baraboo District Ambulance Commission**  
**Remote/Virtual Meeting**  
**No in person access available**  
**Baraboo, WI 53913**  
**May 27, 2020 at 7:00 PM**

- Notice to -

Commissioners: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, Phil Wedekind

Others: Wayne Maffei, Nicole Marklein, Dr. Manuel Mendoza, Mayor Palm, Kennie Downing, Local Media

*The Baraboo District Ambulance Service is holding the Commission Meeting virtually via conference call to help protect our community from the Corona virus (COVID-19) pandemic. Commission Members who will be participating remotely, will have the ability to hear all Commission Members during the meeting, and will have all documents relevant to the agenda accessible by email. Any vote taken by the Commission will be by roll call vote.*

The public may access the open session portion of the meeting in the following ways:

1. Due to space limitations and social distancing requirements, attendance in person is not available
2. Attend remotely: Members of the public may listen to the meeting live via phone/computer by calling (262) 220-7112 Conference ID: 592 727 613# (all numbers and symbol should be entered)
3. Written comments: members of the public must send written public comments on agenda items to Commission President David Dahlke at [djdahlke@yahoo.com](mailto:djdahlke@yahoo.com) These comments will be distributed to other Commission Members and may be read during the “public invited to speak” section of the agenda.

### **Call to Order & Roll Call**

1. Note compliance with the Open Meeting Law
2. Adoption of agenda
3. Approval of previous minutes

**Public Comments** – In lieu of voiced public comments, correspondence received from the public may be read by Commission President David Dahlke

### **Reports**

- Legal Counsel Report
- President’s Report
- Treasurer/Financial Report
- HR Report
- Interim Chief’s Report
- Transition Committee

Posted by: \_\_\_\_\_

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5<sup>th</sup> Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the commission identified in the caption of this notice.

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**Consent Agenda**

1. Approve check details and online payments for March 29 to May 16, 2020 in the amount of \$230,184.09

**New Business**

1. Election of Officers
  - a. President
  - b. Vice-President
  - c. Secretary
  - d. Treasurer
2. Finance Committee Appointees by the President
3. Discussion and possible action to appoint Personnel Committee by the President (Stand alone or part of Finance Committee)
4. Discussion and possible action regarding remaining legal fees for Pardeeville District Ambulance Service.
5. Discussion and possible action regarding final bids for:
  - a. Jeep
  - b. Durango
6. Transition Committee Recommendations
  - a. Discussion and possible action to approve Job Descriptions for Chief, Deputy Chief, Finance Director and Human Resources Director.
  - b. Discussion and possible action on use of vacant space in old City Hall.
  - c. Discussion and possible action to obtain appraisal of BDAS Administration House.
  - d. Discussion and possible action to remove Training Center Coordinator and IT/Logistics Coordinator job titles.
  - e. Discussion and possible action regarding billing services for Camp Douglas
  - f. Discussion and possible action regarding agreement with Medapoint Billing Software
7. Discussion possible action regarding amendment to Image Trend Agreement.
8. Discussion and possible action regarding amended 2020 BDAS Budget
9. Approve next Meeting of the Members for June 24

**Commissioner Comments & Future Agenda Items**

**Adjournment**

Posted by: \_\_\_\_\_

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