

Baraboo District Ambulance Commission
AD HOC Transition Committee
August 18th, 2020 Virtual Meeting
APPROVED Minutes

Members Present: Tim Stieve, Robin Meier, Caleb Johnson, Betsy Larsen, Troy Snow, Joel Petty

Others Present: None

- 1) AD HOC Transition Committee was called to order by Joel Petty August 18th at 9:00 am, roll call was taken.
- 2) Troy Snow confirmed that the meeting had been posted in compliance with the Open Meeting Laws.
- 3) Adopt Agenda: Motion by Robin Meier, 2nd by Tim Stieve to adopt agenda. Motion carried.
- 4) Approve Minutes of July 14th, 2020 meeting: Motion by Caleb Johnson with one correction to remove item number four (4) as that was from the June Meeting, 2nd by Betsy Larsen. Motion carried.
- 5) Public Comment – none
- 6) Old Business
 - a) Update on utilizing the vacant Space in the Old City Hall including IT and phone items – Caleb & Tim provided an update on pricing received so far on phone and server costs. Meeting set with Fire Chief on 8-26-2002 to go thru building. Getting closer to putting a full spreadsheet of cost together.
 - b) Update on BDAS Legal Services RFP – Troy provided a draft RFP for Legal Services and committee went through the document and made a number of changes. Motion by Robin Meier, 2nd by Tim Stieve to forward the final draft to the Commission for approval. Motion Carried.
 - c) Update on Funding Assistance Program (FAP) funding utilization – discussed the MOU with the Baraboo Fire Department along with the requirements of the funding. Some more changes will be addressed and will be reviewed at the next Ad Hoc Committee meeting no need to forward to the commission at this time.
- 7) New Business
 - a) Remote Meeting Policy – reviewed the policy and made some changes. Motion by Robin Meier, 2nd by Betsy Larsen to forward final draft to the full Commission for approval. Motion Carried.
 - b) Quarantine Policy – reviewed and made some minor changes. Tim noted that based on recommendation of legal counsel this policy was implemented right away. Move by Robin Meier, 2nd by Tim Stieve to forward to the Commission for approval. Motion Carried.
- 8) Next meeting was set for September 22nd, 2020 9:00 am.
- 9) Adjourn. Move by Robin Meier, 2nd by Caleb Johnson to adjourn. Motion Carried.

Respectfully submitted, Tim Stieve Secretary