

Richland County Joint Ambulance Committee

December 3<sup>rd</sup>, 2024

Minutes

Present: Brian McGraw, Cheryl Dull, Todd Stittleburg, Glen Niemeyer, Don Stanke, Jerome Durst, Gordon Palmer, Doug Duhr, Jean Nicks, Terrance Jindrick.

Absent: Tom McCarthy, Todd Coppernoll, Kerry Severson, Julie Fleming, Mary Rognholt, Jerome Durst, and Tim Willis.

1. The meeting was called to order at 7:07 p.m.
2. Notification of the meeting was made and the agenda was posted.
3. Committee attendance was as noted above.
4. A motion was made by Palmer and seconded by Stittleburg to approve the agenda, which was passed.
  - a. Motion was made to move agenda item number 8. appointment of secretary to immediately follow approval of agenda. Motion for appointment of secretary was made and was passed unanimously.
5. A motion was made by Dull and seconded by Nicks to approve the previous meetings minutes. Motion carried, previous meetings minutes were approved.
6. Director Jessen gave his directors report.
  - a. Director Jessen reviewed the goals and priorities previously adopted by the JAC and noted:
    - i. The ambulance service is currently fully staffed with 6 full time positions, 6 part-time positions, and many paid-on-call positions. The goal is to have the second ambulance fully staffed 24/7 to cover 911 calls as well as transfers. Currently, overtime costs are high because of the need to cover transfer calls and fill back up calls. The wage study by the county is nearly completed.
    - ii. Jessen discussed the problems the service is having as far as ambulance maintenance. Last week the service had 3 ambulances operable for 3 days until 35 spouted a coolant leak. We need to acquire reliable equipment.
    - iii. Jessen discussed life expectancy of a lot of the service's high dollar equipment and assets including stretchers, heart monitors, and power load systems.
    - iv. Jessen discussed an agreement with the Richland Center Fire Department to routinely dispatch EMS on certain fire call types.
    - v. Have entered into an intercept agreement with Avoca EMS.
    - vi. Have added two paid-on-call EMR's (emergency medical responders) which are Aubrey Wiedenfeld and Jada Baker.
  - b. Director Jessen introduced Samantha Kepler as the new secretary for Richland EMS. She is employed through Department of Workforce Development Board and works 3 days a week.

- c. Run data sheet was displayed on the screen. Jessen went over the number of calls so far in 2024 and response times to calls. There have been 999 calls from January 1<sup>st</sup> to December 1<sup>st</sup>. Between June 1<sup>st</sup> and December 1<sup>st</sup> the service completed 36 transfers.
  - d. New paid-on-call hires consist of Nathan Kanable which joined the service as a driver.
  - e. Roof repair was done, unfortunately there is still one problem spot, which is up front in the building. Recently had an air quality study done which showed excellent air quality and no signs of mold in the building.
  - f. Jessen talked about peer support and the hopes of having a few of our members trained in debriefing. Jessen also hopes to start a therapy dog program in 2025.
  - g. Jessen discussed having a paid-on call lieutenant 24/7 for support to our crews. Hoping to have that as a position through the county in the near future.
  - h. The new billing company as of yesterday is now billing for the service. A go live date with the new software is tentatively set for January 1<sup>st</sup>, 2025.
  - i. Intercept agreement has been made with Avoca and hoping in the near future to have an agreement with Lone Rock as well.
  - j. There is a possible equipment donation from a paramedic level service that will no longer be operational as of January 1<sup>st</sup>, 2025. There is also a possibility to take over a lease on a 2022 ambulance along with much needed paramedic level equipment.
7. McGraw gave the financial report including the process in which we have switched from the old billing company to the new one recently. McGraw states that the service only has about \$8,000.00 left in the bank and they have already had a discussion with the county administrator that the county is going to cover the expenses. McGraw also states that there are a couple municipalities that haven't finished making their financial contributions to the county. Richland Center being one of them that owes a payment or two along with a township or two that has yet to pay.
8. A motion was made by Dull and seconded by Nicks to appoint Samantha Kepler as secretary. Motion was carried and approved unanimously.
9. Sub-committee dates for JAC were discussed. McGraw expressed the need for meeting with either the committee or the subcommittee for the renewal of the agreements of the participating municipalities, the 5-year business plan of the JAC, and also the roles and responsibilities of the JAC. At least 8 people would be needed to attend. Tentatively a meeting was scheduled for sub committee on the 16<sup>th</sup> of this month at 2:00 p.m.
10. Discussion of the EM Coordinator position took place. John Heinen is accepting of the EM Coordinator position, which he currently holds.
11. A motion was made by Dull and seconded by Nicks to table the discussion regarding organizational chart and duty crew sheet. The motion carried and was passed unanimously.
12. A motion was made by Nicks and seconded by Dull to adjourn the meeting. The vote passed unanimously and the meeting adjourned at 8:43.