



Cross Plains Area Emergency Medical Services District Board

Meeting Agenda for Thursday, July 18, 2024 @ 7:00 pm.

Cross Plains Berry Fire Department – 1501 Bourbon Road

- I. **Call to order and Pledge of Allegiance.** Meeting called to order by Greg Hyer at 7:04 pm. Present: Greg Hyer, Jay Lengfeld, Dave Laufenberg, Holly Ellickson, and Brian Pitt. Absent: Michael Statz.
- II. **Election of Officers.** Discussion had; offices will be held as is. Greg Hyer President, Michael Statz Treasurer.
- III. **Approval of Minutes from April 10, 2024.** Dave Laufenberg makes a motion to approve April 10, 24 minutes. Jay Lengfeld seconds this. Motion passed. As of note, minutes will be sent after the meeting for approval, and then again with the next meeting agenda.
- IV. **Public Comment:** None.
This is an opportunity for anyone to address the EMS (Emergency Medical Services) Board on any issue NOT on the current agenda. Please observe the time limit of 3 minutes. While the EMS Board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- V. **Financial Report:**
 - a.) Review of 1st and 2nd Quarter financials. - Reviewed. As of note, the year to date will end at the end of a quarter, not the day before a meeting. We will be over budget for part-timers, how will we pay for this? The Chief states in the budget that for the 2024 budget there is about \$45,000.00 in other line items that could be used to cover.
 - b.) Discussion/Action on checks written from April-June 2024. As of note, these will be scanned and sent with the next meeting agenda.
 - c.) Discussion/Action on Visa bills from April -June 2024. As of note, these will be scanned and sent with the next meeting agenda so they can be reviewed prior to the meeting. Dave Laufenberg makes a motion to approve Visa and Checks written from April-June 2024. Jay Lengfeld seconded this motion. Motion passes.
 - d.) 2025 budget. Budget is reviewed. Concern about the part-time employee wages as this will be over budget for 2024. 2025 budget needs to have amount changed, or process needs to change to keep this amount down. Will municipal fees stay the same? Greg Hyer will check census numbers. Also discussed about removing or keeping CPR funds in

the budget, this should not be removed as asked by the Chief. We need to make sure payments for CPR classes are shown in revenue. Dental payments are only made by employees, this should not be a budget item, however, it should be shown elsewhere. The Chief will discuss this with Kate and make changes. Will have meeting in September for final budget approval.

VI. Report from EMS Board Members:

- a. President – EMS boundary lines for the Town of Cross Plains. Looking into to this. More data needed. Greg will be calling Eric from Dane County Emergency Management to discuss.
- b. Town of Berry – None.
- c. Town of Springfield – EMS boundary lines for the town. A meeting was had at Springfield with Middleton, Waunakee, and Cross Plains Chief's of EMS. Board decided to have the Chief's come up with new boundary lines and report back to the board. Chief's will meet July 31, 2024.
- d. Village of Cross Plains – Budget is over due to increases especially in health insurance. There will be cuts.

VII. EMS Chief's Report.

Many issues that had to be fixed recently. The air horn compressor needed to be replaced. The shoreline power cord was sparking and blew a fuse, replaced by Nelson electric. With the recent storm it was found generator had not been serviced in years and was out of oil. Nelson electric came out and fixed this. Cross Plains EMS was put on a yearly maintenance check for this. The alternate wire was broken and zapping all our batteries of power. This had our ambulance dead at the hospitals and needing a jump. The ambulance was taken to Kayser Ford which had us out of service for 5 hours. Everything was fixed. The cameras on the side of the ambulance were found to be loose. These were reattached with silicone.

The State of Wisconsin Ambulance inspection was completed, and we passed. We did have to add two small reflectors, which was an added item this year. Next check will be in two years.

Remington's Bar and Grille will be giving the EMS 10% of Happy Hour proceeds on Thursdays 3-6 p.m. They will be doing this for Fire and Police also.

We have hired 5 volunteers recently.

We have about 4 part-timers that will be reaching 1200.hours. Discussion about Middleton and Waunakee's issues and what they do to solve this issue. It was decided that the Chief would bring some numbers for the board to see how much it would cost to pay for WRS (Wisconsin Retirement System) vs what it would cost to add another full timer. Numbers to come at the next meeting.

Reported that the Chief changed payroll companies. Price is about the same. iSolve has many negatives, but it was found they were charging post tax for health care and other benefits when it should have been pretax. They also charged for any changes made, which were many. Currently with Organics, which is a local company and works well with Kate, QuickBooks, and the Chief. This company will also be keeping track of vacation, sick time, etc.

Applied for CPR grant and received about \$1,000.00 off 4 AED's. 3 of our first responders are now carrying AEDs to help our community. We also got a discount for Fire as they needed an AED. We have recently had the American Legion get an AED also.

All full timers had 6-month reviews. Input was taken from all Cross Plains EMS members.

We have realigned with Medicare; this is good for 5 years.

Sauk Prairie's chief recently passed away. Condolances were sent to Sauk EMS.

Full timer: 1 person took 2 days of vacation.

The Chief took 3 sick days due to emergency surgery.

The ambulance was out of service for 5 hours for repair.

VIII. Discussion/Action: New Ambulance

Delivery date will be June 2025. The board would like this double checked as they thought this would be 2026. The total cost of an ambulance looks to be \$4,000.00 less than estimated. Ambulance cot is about \$60,000.00. The EMS association wrote a letter to the district board and offered to pay for this in full in December and stated that the board could pay them back later. Discussion was had by board members about paying for the ambulance. We currently have a Capitol Purchase Account that has \$134,541.16 as of tonight. Dave Laufenberg states that they thank the EMS Association for the offer. Dave makes a motion to pay for the cot in full in December using our Capitol Purchase Fund. Which would leave about \$59,541.16 to use towards the New Ambulance and we could keep \$15,000.00 in the account. Jay seconds this motion. Motion passes.

The Board requests that at the next meeting the Chief bring numbers to see what it will cost to keep both ambulances, exact delivery date and cost, and exact cost of cot.

IX. Discussion/Action: Employee Handbook – deferred until next meeting.

X. Discussion/Action: SOP's - Deferred until next meeting.

XI. Discussion/Action: Board Policies – Deferred until next meeting.

XII. **Adjournment:** Motion made by Jay to adjourn. Dave seconds this motion. Motion passes.

Persons requiring an interpreter, materials or alternate formats or other accommodation to access this meeting are encouraged to contact the EMS Chief at 608-798-2720 at least 72 hours prior to the meeting.

Agenda approved by EMS Board President: Greg Hyer, Chair, Town of Cross Plains