

**Clear Lake Area Ambulance Service**  
**457 3<sup>rd</sup> Av – P.O. Box 215**  
**Clear Lake, Wi**

**4th Quarter Meeting of the Board of Directors**  
**October 24<sup>th</sup>, 2017**  
**Regular Meeting Minutes**

Meeting called to order by President Larry Reindahl @ 7:30pm.

Members Present: Todd Ostberg, Pete Cogbill, Marie Bannink, Art Bergman, Larry Reindahl, Richard Buhr, Tom Schoonover

Others Present: Adam Vnuk, Jamie Wood, Misty Wood, Keri Aquino, Sara Vnuk

**Motion to approve August Minutes:** Motion by Richard Buhr, 2<sup>nd</sup> Tom Schoonover to approve.

Approved

**Motion to approve October Agenda:** Motion by Art Bergmann to approve the agenda, 2<sup>nd</sup> by Todd Ostberg. Approved

**Old Business:**

**Response Times:** Updated response time charts were handed out. Director Vnuk reported that there was minimal out of service time and response times remained steady.

**Pay Rate Change:** Discussion took place on increasing the per-capita to \$14 to cover an increase in EMT pay. The discussion was brief as not all board members brought proposals back to their respective boards as discussed at the prior meeting. Some board members also stated that it was now too late to increase the per-capita as budgets had already been published. Due to this, no action could be taken and Director Vnuk advised that he would try to work with individual municipal boards for a change in per-capita.

**New Business:**

**Financial Report:** Discussion was held about the financial reports.

**Director's Report:** Director Vnuk provided an update on the activities of the service. There were several community events coming up that the service was going to be involved in.

**Captain's Report:** The ambulance had maintenance done last quarter. One of the maintenance items was some warranty work. Everything else is in good working order.

**Training Officer:** Director Vnuk advised that he would be looking to post an uncompensated position of "Training Officer" for the service. The position would work to ensure that new hires are onboarded appropriately and trained to CLEMS standards as well as handle training for all existing staff.

**Uniforms:** EMS personnel with the service are currently wearing a wide variety of clothing while on calls. Director Vnuk expressed concern about professionalism and appearances when EMT's are showing up on calls. Director Vnuk would like to authorize a uniform allowance of \$100/EMT/year

for EMT's who work a minimum of 48 hours/month on a rolling 12 months calendar. A specified uniform design would be developed and be made available for anyone to purchase with their allowance. This expense should fall under normal budgetary means so this item is an informational note for the board. Due to a difficult year in 2017, this would likely be done in 2018.

**Physical Space Needs:** Director Vnuk briefly discussed some issues with the present building and the limitation that the building has for future operations of the service. Director Vnuk suggested a small remodel to move the directors office to open space for a potential 2<sup>nd</sup> ambulance. The Board recommended that this be tabled until it was needed.

**Town of Turtle Lake:** Director Vnuk advised the board that there was unofficial discussion with the Director of Ambulance Operations for Gold Cross about the potential to have Clear Lake take over territory in the Town of Turtle Lake. At present, it's taking Gold Cross close to 30 minutes to reach areas of the township that would be covered by CLEMS in less than 10-15. Director Vnuk's concern was that the Town doesn't currently pay for service and would possibly have a difficult time starting to pay for service. Director Vnuk asked for approval to enter negotiations with Town of Turtle Lake. The board suggested that if they wished to enter a contract for service with the CLEMS, that they would be able to find the room in the budget to do so and that negotiations should include the full rate per-capita. Motion was made by Richard Buhr to authorize Director Vnuk to enter into negotiations with Town of Turtle Lake for coverage of their township. Motion seconded by Todd Ostberg. Motion carried.

**Motion to adjourn** by Richard Buhr, 2<sup>nd</sup> by Tom Schoonover. Approved

Next regular meeting will be held Monday January 22<sup>nd</sup> starting at 7:30 pm at the EMS Station.