

Clear Lake Area Ambulance Service
457 3rd Av – P.O. Box 215
Clear Lake, Wi

3rd Quarter Meeting of the Board of Directors
Monday July 23rd, 2018
Regular Meeting Minutes

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

Members Present: Todd Oosberg, Art Bergman, Pete Cogbill, Larry Reindahl, Roger LaBlanc, Richard Buhr, Tom Schoonover

Others Present: Adam Vnuk, Jamie Wood, Keri Aquino

Approval of the 1st Quarter Minutes: This was tabled by Director Vnuk

Approval of the 3rd Quarter Agenda: Motion by Richard Buhr to approve the agenda, 2nd by Tom Oosberg. Approved

Directors Report:

Financial Report: Director Vnuk presented the financial reports for 1st and 2nd Quarter of 2018.

Response times, Scheduling, Staffing: Director Vnuk presented the board information about the current response times, scheduling, and staffing with the service. There have been day time shortages caused by a number of reasons including the loss of people to full time/day time employment that takes them away from being available like they used to be. Vnuk advised that this will continue to be a problem as it's not only effecting Clear Lake but all EMS services, specifically volunteer, across the state.

Captains Report: There was nothing to report.

Old Business:

Back-Up Ambulance: Ambulance purchased and remodel started to make room for the rig. Remodel has been slow due to Adam and Jamie working on it in their free time. Hopes of getting it to the point of getting the back up in the station by the 3rd quarter. The ambulance was used once already to respond to a 2nd out call to cover our neighbor's missed 2nd out medical call.

New Business:

Prior to scheduled new business, a detailed letter from the Village of Clear Lake Clerk/Treasurer was handed out and reviewed by board members regarding the topics of tonight's agenda.

2019 Budgeting:

Review of 3-5 year trends: Director Vnuk provided a review of the budgeting trends over the last 3 to 5 years. Overall, the service has trended with a positive year end cash flow; however, as outlined in the Village Clerk letter, the overall financial performance of the service is negative annually as the service does not appropriately cover it's annual depreciation.

Establishment of an Equipment Fund: Director Vnuk presented a proposal to establish a dedicated equipment fund to be used to replace aging equipment. After review of the Village Clerk's letter, the current depreciation value is around \$27,000 per year. This calculated to around a \$7 per capita increase. Discussion was held about this figure and the need for such fund.

EMT Pay Rates: Director Vnuk presented the board with 2 options for potential pay raises for the EMT's. The two included a raise across the board to \$3.00/hr for all hours worked and an increase in run pay for Advanced EMT's and higher and a raise to \$3.00/hr raise for all hours work and the addition of 2 Part Time employees to cover call time from 6am to 4pm Monday through Friday. Director Vnuk advised that the bulk of the staffing problems for the service have been during the daytime hours and that a move to part time employees would provide 95% or better coverage for current out of service time. The letter from the Village Clerk outlined the potential risks of hiring part time employees and the risk of having to provide benefits if the averaged hours were over 30hrs/week. Director Vnuk acknowledged this risk and scaled the proposal back to 2 part time EMT's working 50 hours per 2-week pay period with one part time employee working 6a to 4p and the other "position" covered by current on-call staff. Discussion was held about this proposal

General Budget Proposal: Director Vnuk advised the board that while the board had quorum for this meeting, he felt that it was appropriate to hold another meeting and ensure that all municipalities were present to ensure that the board was making decisions that were in the best financial interest of all municipalities served. Board members present agreed and a meeting date was set for the next special meeting.

Polk County MABAS Agreement: Director Vnuk provided information about the establishment of the Polk County MABAS division for mutual aid. Each represented municipality was provided an agreement that was to be read in to the municipality's minutes and approved by each municipal board. The signed forms were to be returned to be turned in to the MABAS President for official recognition.

Motion to adjourn by Todd Oosberg, 2nd by Richard Buhr to adjourn. Approved

There will be a Special Meeting on Monday August 20th 2018 for approval of Per-Capita rate increases for the 2019 Budget year.

Next regular meeting will be Monday October 22nd 2018 at the Clear Lake Village Hall.