

MEETING: EMS COMMISSION
PLACE: Common Council Conference Room, 15 S. School St.
DATE: September 23, 2013
TIME: 6:00 P.M.

MINUTES

1. Call to Order and Roll Call.

Meeting called to order at 6:00 p.m.

In Attendance: Bell, Kern, Stommel, Frings, Cundy

Others in Attendance: Christine Churchill, Deanna Boldrey, Bob Smith, Bill Stanke, Brad Marx

2. Old Business.

Accept minutes of the August 12, 2013, and August 26, 2013, meeting.

Motion made by Kern, second by Cundy, to accept the minutes of August 12, 2013, and August 26, 2013, meetings. Motion carried 5-0.

3. Citizens Comments.

None.

4. New Business:

A. Personnel Report.

- **Staffing Levels:** See Attached Report.
- **Training:** See Attached Report.
- **Resignations/Vacancies:** See Attached Report.

5. Convene in Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluations data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- A. Interview Candidates for EMT / EMT Driver Positions.
- B. Reconvene into Open Session with Possible Action.

Did not go into closed session. There was not an interview.

6. Consider Appointments of New EMT / EMT Drivers.

No Motions.

7. Adjournment.

Motion made by Cundy, second by Stommel to adjourn at 6:07 p.m. Motion carried 5-0.

Minutes by: Gene Frings
Secretary

September 2013 EMS Commission

New Business

1) Staffing Levels

- a. We are holding our own and will only bring experienced applicants forward for interviews currently, goal is to keep our budget in line as much as possible through the end of the year.
 - i. Jon Ratzle is returning from family leave going to be running as a fourth.

2) Training

a. Staff schooling/training

- i. New Hires are doing well, Harland has officially completed his driver training and will begin running as a 3rd crew member. He has also decided to take EMT Basic School starting in January
- ii. Katie Marx, Matthew Pea started their EMT Basic course. Joel Porter began his EMT-Advanced course and Dusten Hilgendorf began his paramedic level courses.
- iii. Natasha Pedone-Kahl and Shelby Weber-Dutzle have successfully passed their EMT-B written exams and are officially a licensed at that level..

b. Meeting / Training

- i. August Everyone tested out on their 6 month re-certification skills with Dr. Andrews and Al Davies
- ii. September will be Medication review, practice drawing up EPI and Narcan.

c. Refreshers

- i. Currently in the process of Scheduling mandatory refreshers, must be completed every 2 years for the State of Wisconsin and the National Registry. Still working on official dates.

3) Resignations / Vacancies

- a. Nate Anfinson has submitted his official resignation. He was a second unit driver from the city of Horicon
- b. Vacancies
 - i. We will consider hiring already licensed EMT's and RN's only at this point
 - ii. With the number of trainees / students the current student spots are easily filled. The goal will be to hold off on future hires until we get a current status on the staff we have.