

EMS/Judicial Committee
Service Center Room 248
Wednesday September 9, 2015
8:30 a.m.

1. **Meeting called to order at 8:30 a.m.** by Chair Lee
Members Present – Zeitz, Lee, Schwartzman, and Caylor
Member Excused - Loka
Visitors Present – Leydet, Savone, Scholz, Bergstrom, Byer, and Duchac
2. **Approval of Minutes** – Motion/Second (M/S) Zeitz/Schwartzman to approve minutes of August 12, 2015 – All voting aye.
3. **Family Court Commissioner Contract** – Byer explained to the Committee the judge’s concern of not enough court time funded in the contract. Byer explained that the Family Court Commissioner’s time is managed within the contract not to exceed \$20,000. Byer said she did not anticipate an issue in 2015. Discussion followed. M/S Lee/Schwartzman to authorize Corporation Counsel to prepare the 2016 Family Court Commissioner contract at the 2015 contract amount of \$20,000 – all voting aye.
4. **2015 Circuit Court Budget Modification** – Byer presented the budget modification which adjusts line items to match the State report. M/S Lee/Zeitz to approve budget modification – all voting aye.
5. **Tomahawk Report** - Report was included in the packet. The report showed expenses of \$63,998 for the month of August. A total of seventy-four runs were reported with gross billings of \$49,897. Even though overtime is running high due to staff shortage, Duchac expects the budget to be on target for 2015. M/S Caylor/Schwartzman to place report on file – all voting aye.
6. **Merrill Report** – Written reports were handed out to the Committee. The department had one hundred and thirty-five patient contacts with gross billings of \$91,800.60 in August. Expenses totaled \$78,058.23 for the month of August. 62.57% of the 2015 budget has been spent and is on target for 2016. M/S Caylor/Schwartzman to place report on file – all voting aye.
7. **2016 City of Merrill Ambulance Budget**– Budget was presented in July. No further issues.
8. **201 Tomahawk Ambulance Budget** – Budget was presented in July. No further issues.
9. **Monthly Charge Report, Write-offs, and Collections** – Leydet presented the 2015 August charge report, accounts receivable balance reports and write-off report. Leydet reported one hundred and eighty runs billed for the month of August. The Accounts receivable balance is \$279,088.21 at the end of August and is current. Write-offs in the amount of \$10,552.85 are being requested. Discussion followed. M/S Zeitz/Schwartzman to approve write-offs and place reports on file – all voting aye.

- 10. Review Year-to-Date Budget Reports** –Leydet reported that no budget concerns have been brought to his attention. Discussion followed. M/S Caylor/Schwartzman to place reports on file – all voting aye.
- 11. Set Next Meeting Date** – October 14, 2015 at 8:30a.m.
- 12. Adjourn** – M/S Caylor/Schwartzman to adjourn at 8:42 a.m. – all voting aye.

**Minutes prepared by,
Dan Leydet, Finance Director**