

**EMS/Judicial Committee**  
**Service Center Room 248.1**  
**Wednesday November 14, 2012**  
**8:30 a.m.**

- 1. Meeting called to order at 8:30 a.m.** by Chairman Lee  
**Members Present** – Lee, Loka, Giese, Zeitz and Caylor  
**Visitors Present** – Leydet, Odegard, Schulz, Bergstrom, Judge Yackel, Kimmons, Judge Tlusty, and Byer
- 2. Approval of Minutes** – Motion/Second (M/S) Caylor/Zeitz to approve minutes of October 10, 2012 as provided in packet. – All voting aye.
- 3. Family Court Commissioner Update - Tlusty**– Judge Tlusty requested permission from the Committee for an additional eight hours for the court commissioner due to a backlog of hearings. The court commissioner receives \$70/hour, so the total cost to the County would be an additional \$560. Judge Tlusty cited unsuccessful mediation, increase in divorce filings, cancellations, and holiday placement issues as reasons for the needed hours. The contract line item has a surplus of around \$8,000 to cover the added costs. Judge Tlusty also requested this item be placed on next month’s agenda in order to monitor the backlog. Discussion followed. M/S Caylor/Giese for Corporation Counsel to create an addendum to the contract for the additional time and compensation. All voting aye.
- 4. Family Court Commissioner Contract** – Bergstrom presented the 2013 contract for the Family Court Commissioner. The contract falls within budget. Discussion followed. M/S Caylor/Loka to approve the contract. All voting aye.
- 5. Tomahawk Report** - The Tomahawk report was in the committee packet. The report showed gross billings of \$55,127 from 80 runs and expenses of \$47,370 for October. Total expenditures are below budget at 75.69% of budget. M/S Caylor/Loka to place on file – all voting aye.
- 6. Merrill Report** – Written reports were provided to the Committee. Chief Odegard fielded questions. Expenses for the year totaled \$695,982.41 which is below budget at 71.36 percent of budget. Overtime remains well below budget through October. Discussion followed. M/S Lee/Zeitz to place on file – All voting aye.
- 7. EMS Privacy Practices Policy** – Leydet brought back a modified privacy practices policy. Leydet reported that Corporation Counsel made the following recommended changes: 1. include a title, 2. a grammatical correction, and 3. a change in the contact information to include a phone number and position title. Discussion followed. M/S Caylor/Loka to approve the updated privacy practices policy with Corporation Counsel’s recommended changes. All voting aye.
- 8. Monthly Charge Report, including Write Offs and Collections** – Leydet presented reports to the Committee. Writes offs in the amount of \$17,904.49 were reported due to collection agency and billing write-offs. The outstanding balance stands at \$421,631.12 at the end of October. M/S Zeitz/Loka to approve write offs and place reports on file. All voting aye.

- 9. Review Year-to-Date Budget Reports** – Leydet presented October year-to-date budget reports. No concerns were noted in the any of the budgets at this time. M/S Caylor/Zeitz to place reports on file – All voting aye.
- 10. Set Next Meeting Date** – December 12, 2012 at 8:30 a.m.
- 11. Adjourn** – M/S Zeitz/lee to adjourn at 9:10 a.m. – all voting aye.

**Minutes prepared by,**

**Dan Leydet  
Finance Director**