

**EMS/Judicial Committee**  
**Service Center Room 248.1**  
**Wednesday March 13, 2013**  
**8:30 a.m.**

1. **Meeting called to order at 8:30 a.m.** by Chairman Lee  
**Members Present** – Lee, Giese, Loka, Zeitz and Caylor  
**Visitors Present** – Leydet, Duchac, Dunphy, Bialecki, Marion, Kimmons, and Savone
2. **Approval of Minutes** – Motion/Second (M/S) Giese/Caylor to approve minutes of February 13, 2013 as provided in packet. – All voting aye.
3. **Tomahawk Report** - The Tomahawk report was included in the packet. The report showed gross billings of \$40,830.60 and expenses of \$51.154 for the month of February. A total of sixty-two runs were reported. Duchac reported that training is up-to-date. M/S Caylor/Zeitz to place on file – all voting aye.
4. **Merrill Report** – Written reports were provided to the Committee. Chief Savone summarized the detailed reports for the Committee. Savone reported comp time is well below budget. Savone reported that Ministry Health Care presented the Lincoln County-Merrill EMS crew with a recognition award for exceeding targets for STEMI (“heart attack”) care. The Committee members congratulated the Chief and his crew for the award and the high quality of care being provided. Chief Savone also handed out the Standard Operating Procedure (SOP) for ambulance transfers. The Committee will review and discuss ambulance transfers at the next EMS/Judicial meeting. Expenses totaled \$75,619.54 for the month of February. Discussion followed. M/S Caylor/Giese to place on file – All voting aye.
5. **Standby Rates** – Chief Savone distributed to the Committee a “special service rate” document. The document outlines a potential agreement between the Merrill Firefighter Local 847 and the City of Merrill which would waive the standard “call time” and limit the hourly rate for a paramedic on call for an event to \$25/hour. This agreement would only remain if the County lowers the event rate charged to outside agencies. Discussion followed. Issue will be held over until next meeting in order for Finance Director to calculate costs.
6. **Clerk of Courts 2012 End-of Year Budget Modification** – Kimmons presented 2012 budget modification adjusting line items in Clerk of Court budget. M/S Caylor/Loka to approve the Clerk of Court budget modification as presented – all voting aye.
7. **District Attorney 2012 End - of - Year Budget Modification** – Dunphy presented the year end line item adjustments needed in the District Attorney budget for 2012. M/S Loka/Zeitz to approve budget modification as presented – all voting aye.
8. **Monthly Charge Report, including Write Offs and Collections** – Leydet presented reports to the Committee. Write offs in the amount of \$11,794.25 were reported. The outstanding balance stands at \$319,932.34 at the end of February. Leydet reported billable runs are down with a total of 324 for the first two months of the year. If this trend continues a greater portion of the costs of the ambulance service will need to be transferred to the tax levy in future years due to reduced charges. Discussion followed. M/S Loka/Zeitz to place reports on file and approve write-offs. All voting aye.

- 9. Review Year-to-Date Budget Reports** –Leydet reported no concerns for the 2013 budgets at this time. Caylor/Lee to place reports on file – all voting aye.
- 10. Set Next Meeting Date** – April 10, 2013 at 8:30 a.m.
- 11. Adjourn** – M/S Lee/Loka to adjourn at 8:59 a.m. – all voting aye.

**Minutes prepared by,**

**Dan Leydet  
Finance Director**