

EMS/Judicial Committee
Service Center Room 248.1
Wednesday April 10, 2013
8:30 a.m.

1. **Meeting called to order at 8:30 a.m.** by Vice-Chairman Caylor
Members Present – Giese, Loka, and Caylor
Visitors Present – Leydet, Duchac, Byer, and Savone
2. **Approval of Minutes** – Motion/Second (M/S) Loka/Caylor to approve minutes of March 13, 2013 as provided in packet. – All voting aye.
3. **Tomahawk Report** - The Tomahawk report was provided to the Committee. The report showed gross billings of \$47,643.70 and expenses of \$53,875 for the month of March. A total of seventy-one runs were reported. M/S Loka/Giese to place on file – all voting aye.
4. **Merrill Report** – Written reports were included in the packet. Chief Savone summarized the detailed reports for the Committee. Savone reported overtime is at fifteen percent, well below budget. The department had one hundred and forty-four patient contacts. Expenditures totaled \$96,624.77 for the month of March which is at 23.89% of budget. Savone invited the Committee to the groundbreaking ceremony for the new fire station this Monday. Discussion followed. M/S Caylor/Giese to place on file – All voting aye.
5. **Ambulance Transfers** – A letter from mayor Bialecki outlining a policy for non-emergent transports was included in the packet. The policy would limit non-emergent transports to no greater than sixty miles with only one ambulance providing such transports at any given time. Discussion followed. M/S Loka/Giese to affirm the non-emergent transport policy set forth in the letter from mayor Bialecki dated march 25, 2013 – all voting aye.
6. **Standby Rates** – Leydet recalculated incremental costs from the “Special Service Rate” memo being proposed by Merrill Firefighter Local 847. The incremental cost would be \$61/hour. Leydet did bring up some concerns regarding the letter. Discussion followed. M/S Loka/Giese to have Leydet address issues with Savone and survey surrounding area for standby rates and bring to the May meeting – all voting aye.
7. **New GAL/Court Appointed Attorney Billing Procedure** – Byer reported to the Committee that the courts are considering changing from paying an hourly rate to a piece rate for GAL and court appointed attorneys with a projected savings of 46% and 39% respectively. A proposed fee schedule was presented. Discussion followed. At this time, no action is being requested.
8. **Family Court Commissioner 2014 Budget** – Byer presented the 2014 Family Court Commissioner Budget showing a \$1,036 tax levy increase due to a drop in IV-D funding revenues. The budget also reflects an increase in marriage license fee revenue to fund the Judicare program that was approved in 2011. Discussion followed. M/S Caylor/Loka to forward the 2014 Family Court Commissioner Budget as presented to the Finance and Insurance Committee – all voting aye.
9. **Closed Session**

Convene into Closed Session Pursuant to Sec. 19.85(1)(c) Wis. Stat. for Considering Employment, Promotion, Compensation, or Performance Evaluation Data of Any Public Employee

A. Performance Evaluation of Register in Probate/Clerk of Juvenile Court – M/S Loka/Caylor to convene into closed session – all voting aye by roll call vote.

- 10. Open Session: Take Any Necessary Action on Items Discussed in Closed Session – M/S Loka/Caylor to give Byer a favorable evaluation – all voting aye.**
- 11. Monthly Charge Report, including Write Offs and Collections –** Leydet presented reports to the Committee. Write offs in the amount of \$13,408.46 were reported. The outstanding balance stands at \$305,899.84 at the end of March. Leydet reported billable runs are on budget at 500 for the first three months of the year. Discussion followed. M/S Loka/Caylor to place reports on file and approve write-offs. All voting aye.
- 12. Aging Summary Report –** Leydet provided an aging summary report. Leydet reported that 94 percent of the outstanding balance is with 270 days. Almost all outstanding amounts over 207 days are self-pay amounts. Leydet gave credit to Rosemary Scholz the medical biller and Accountant Dawn Bergs for a very current aging schedule. Report was placed on file.
- 13. Review Year-to-Date Budget Reports –**Leydet reported no concerns for the 2013 budgets at this time. Caylor/Loka to place reports on file – all voting aye.
- 14. Set Next Meeting Date –** May 8, 2013 at 8:30 a.m.
- 15. Adjourn –** M/S Loka/Caylor to adjourn at 9:05 a.m. – all voting aye.

Minutes prepared by,

**Dan Leydet
Finance Director**