

EMS/Judicial Committee
Service Center Room 248
Wednesday March 12, 2014
8:30 a.m.

1. **Meeting called to order at 8:30 a.m.** by Chairman Lee
Members Present – Loka, Zeitz, and Caylor
Visitors Present – Leydet, Savone, Jankowsky, Dunphy, and Duchac
2. **Approval of Minutes** – Motion/Second (M/S) Loka/Zeitz to approve minutes of February 12, 2014 – All voting aye.
3. **Tomahawk Report** - The Tomahawk report was included in the packet. The report showed expenses of \$49,454 for the month of February. A total of sixty-four runs were reported with gross billings of \$43,941. 14.82% of the 2014 budget has been spent. M/S Caylor/Zeitz to place report on file – all voting aye.
4. **Merrill Report** – Written reports were included in the packet. The department had one hundred and twenty-nine patient contacts with a gross billing of \$98,221.90. Expenditures for February were \$78,374.03. M/S Zeitz/Caylor to place report on file – all voting aye.
5. **Non-Billable Runs** – Leydet reviewed the non-billable run issue. Occasionally, the reason for transport will be for a transport for a non-medically necessary reason. When this occurs, the County cannot bill Medicare or Medicaid for the run. Consequently the patient will get billed for the service or not be able to pay and the County will have to write-off the receivable. Discussion followed. The Committee directed Leydet to contact the care facilities in Lincoln County and negotiate a rate of \$200 per non-medically necessary run. Leydet will report results back to the Committee.
6. **Victim Witness 2013 Budget Modification** – Jankowsky presented the year end line item adjustments to the Committee. M/S Caylor/Zeitz to approve the 2013 line item adjustments and forward to Finance to enter - all voting aye.
7. **Clerk of Courts 2013 Budget Adjustment** - Jankowsky presented the year end line item adjustments to the Committee. M/S Zeitz/Loka to approve the 2013 line item adjustments and forward to Finance to enter - all voting aye.
8. **District Attorney 2013 Budget Modification** - Jankowsky presented the year end line item adjustments to the Committee. Leydet noted that a contingency fund request has already been forwarded to County Board. M/S Zeitz/Loka to approve the 2013 line item adjustments and forward to Finance to enter - all voting aye.
9. **Monthly Charge Report, Write-offs, and Collections** – Leydet reported 158 billed runs for the month of February. The receivable balance is \$569,485.87 at the end of February with a current aging report. Write-offs in the amount of \$12,717.21 are being requested. M/S Zeitz/Loka to approve write-offs and place report on file – all voting aye.
10. **Review Year-to-Date Budget Reports** –Leydet reported no concerns regarding the February YTD budget report. Report was placed on file.
9. **Set Next Meeting Date** –April 9, 2014 at 8:30 a.m.

10 Adjourn – M/S Zeitz/Caylor to adjourn at 8:53 a.m. – all voting aye.

Minutes prepared by,

**Dan Leydet
Finance Director**