

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

- 1. Meeting called to order at 8:30 a.m.** by Chairman Lee  
**Members Present** – Giese, Loka, Lee, and Caylor  
**Members Excused** - Zeitz  
**Visitors Present** – Leydet, Duchac, Byer, Scholz, Marion, Jankowsky, Kimmons, Thomsen, and Savone
- 2. Approval of Minutes** – Motion/Second (M/S) Caylor/Loka to approve minutes of April 10, 2013 as provided in packet. – All voting aye.
- 3. Tomahawk Report** - The Tomahawk report was provided to the Committee. The report showed expenses of \$51,774 for the month of April. A total of sixty-five runs were reported. M/S Loka/Caylor 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. The department had one hundred and fifty-five patient contacts. Expenditures totaled \$72,614.95 for the month of April which is at 31.25% of budget Discussion followed. M/S Caylor/Loka to place on file – All voting aye.
- 5. Standby Rates** – Leydet prepared a summary of an area standby rate survey which showed rates ranging from zero to eighty dollars an hour. Additionally the Merrill Firefighter Local 847 modified the “special Service Rate” letter removing the union’s right to refuse the call time waiver. Discussion followed. M/S Loka/Caylor to set the standby rate at \$60/hour with a three hour minimum – all voting aye.
- 6. 2014 Victim Witness Preliminary Budget** – Thomsen presented the 2014 Victim Witness budget with a \$1,142 tax levy increase due to payroll increases. Discussion followed. M/S Caylor/Giese to approve budget and forward to Finance and Insurance Committee – all voting aye.
- 7. 2014 District Attorney Preliminary Budget**– Jankowsky presented the District Attorney budget with a \$30,461 tax levy increase due to personnel changes in the department. Discussion followed. M/S Caylor/Loka approve budget and forward to Finance and Insurance Committee – all voting aye.
- 8. 2014 Clerk of Courts Preliminary Budget** – Kimmons presented the Clerk of Courts budget. Kimmons is anticipating a 25% decrease in State court support over the next two years which is reflected in the budget. The budget has a tax levy increase of \$31,021. Discussion followed. M/S Loka/Caylor to approve budget and forward to the Finance and Insurance Committee – all voting aye.
- 9. 2014 Circuit Court Preliminary Budget** – Byer presented the 2014 Circuit Court Budget showing a \$6,717 tax levy increase due to payroll increases and anticipated losses in State aids. Discussion followed. M/S Caylor/Giese to approve and forward budget to Finance and Insurance Committee – all voting aye.
- 10. Authorization to Fill Judicial Assistant Vacancy** – Byer requested the filling of the Judicial Assistant – Branch I position. Personnel Committee approved the filling of this

position contingent upon EMS/Judicial Committee approval. Discussion followed. M/S Loka/Giese to fill the vacant Judicial Assistant position – all voting aye.

- 11. Authorization to Fill Family Court Commissioner Vacancy** – Byer reported that the judges have requested that the soon to be vacant Family Court Commissioner position be filled. Personnel Committee has also approved the filling of this position contingent upon EMS/Judicial Committee approval. Discussion followed. M/S Caylor Loka to approve filling the Family Court Commissioner position – all voting aye.
- 12. Closed Session: Under Sec. 19.85(1)(f) “considering medical, social or personal history of a specific person which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such history or data”**
  - 1. Leave of absence request – Vicki Landwer**

M/S Caylor/Loka to move into closed session – all voting aye with roll call vote.
- 13. Open Session: Take Any Necessary Action on Items Discussed in Closed Session** – M/S Loka/Caylor to reconvene into open session – all voting aye on roll call vote.

M/SCaylor/Lee to approve extended leave of absence after FMLA is exhausted – all voting aye.
- 14. 2014 EMS Preliminary Budget** – Leydet presented the EMS budget to the Committee. The preliminary budget shows a decrease in tax levy of \$7,524 due to an increase in ambulance fees. For the preliminary budget, Leydet estimated a one percent increase in the provider contracts. The actual provider budgets will be received in July and will be adjusted in the budget at that time. M/S Caylor/Loka to approve budget and forward to Finance and Insurance Committee – all voting aye.
- 15. Monthly Charge Report, including Write Offs and Collections** – Leydet presented reports to the Committee. No write offs were reported. The outstanding balance stands at \$333,053.48 at the end of April. Leydet reported billable runs of 178 for the month of April. Discussion followed. M/S Lee/Loka to place reports on file and approve write-offs. All voting aye.
- 16. 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.
- 17. Set Next Meeting Date** – June 12, 2013 at 8:30 a.m.
- 18. Adjourn** – M/S Giese/Loka to adjourn at 9:09 a.m. – all voting aye.

**Minutes prepared by,**

**Dan Leydet  
Finance Director**