

LINCOLN COUNTY EMS/JUDICIAL COMMITTEE
Wednesday, December 14, 2011 @ 8:30 a.m.
Lincoln County Service Center – 801 N. Sales St., Merrill WI

MEMBERS PRESENT: Caylor, Giese, Krueger, Lee, and Mittelsteadt.

MEMBERS EXCUSED: None

VISITORS: County Clerk Sheila Pudelko, Finance Director Dan Leydet, Merrill Chief Bob Odegard, and District Attorney Donald Dunphy.

1. **Call to Order:** Chairman Lee called the meeting to order at 8:34 a.m.
2. **Approval of Minutes –November 9, 2011:** M/S Krueger/Giese to approve. Motion carried by unanimous consent voice vote.
3. **Request to Replace Authorized Legal Secretary Position – District Attorney:** DA Dunphy stated their legal secretary is leaving to take another position in the Clerk of Courts office and he needs that position replaced. Personnel Committee has approved this replacement. M/S Lee/Krueger to authorize replacement of the legal secretary position in the District Attorney’s office. Motion carried by unanimous consent voice vote.
4. **Request to Replace Authorized Victim Witness Coordinator Position –District Attorney** - Our current Victim Witness Coordinator is leaving to take a similar position in Marathon County. This is a state mandated service. When asked the rate of pay for the new person, DA Dunphy stated the new person would be starting at the beginning rate. For future requests, Mr. Mittelsteadt requested the beginning rate of pay and the current rate of pay be listed. M/S Caylor/Mittelsteadt to approve the position. Motion carried by unanimous consent voice vote.
5. **Explore Budget Efficiencies for 2013** – This item was for the EMS departments, requesting they take a good look at their budgets and operations to see where efficiencies could be made.
6. **Collections** - We are again doing tax intercepts ourselves on back bills. It was decided to leave things as they are for now to see how the change of billing being done by the medical billing department at Pine Crest changes things.

Mr. Caylor was excused at 8:59 a.m.

7. **Tomahawk Report:** Tomahawk’s monthly report was reviewed and discussed. M/S Lee/Giese to place this report on file. Motion carried by unanimous consent voice vote.
8. **Merrill Report:** Merrill’s monthly report was reviewed and discussed. Chief Odegard was asked to look at his operations to see what he could change to cut costs. When asked if he would be within budget at year-end Chief Odegard stated he would be. M/S Krueger/Giese to place this report on file. Motion carried by unanimous consent voice vote.

9. Clerk’s Monthly Charge Report, Write-Off List and YTD Budget Report:

Through 11/30/11	<u>Charges</u>	<u>Received</u>	<u>Write-Offs</u>	<u>Med/MA W/O</u>
MERRILL	\$ 1,374,876.50	\$ 676,205.77	\$ 11,247.42	\$ 629,992.69
TOMAHAWK	<u>\$ 577,160.85</u>	<u>\$ 299,923.73</u>	<u>\$ 4,208.59</u>	<u>\$ 257,366.49</u>
	\$ 1,952,037.35	976,129.50	\$ 15,456.01	\$ 887,359.18

EMS WRITE-OFFS for October and November 2011:

<u>Collections</u>	<u>Bankruptcy</u>	<u>VA</u>	<u>Ins.</u>	<u>Sheriff</u>	<u>Address</u>	<u>Indigent</u>
17,003.40	938.00	2,771.71	140.22	1,315.51	7.03	150.00

Write-offs and collections were discussed. M/S Krueger/Mittelsteadt to approve and place on file. Motion carried by unanimous consent voice vote.

- 10. Review YTD Budget Reports:** All budget reports were reviewed. M/S Lee/Giese to place on file as presented. Motion carried by unanimous consent voice vote.
- 11. Next Meeting Date:** Wednesday, January 11, 2012 @ 8:30 a.m. at the Service Center, Room 248. An agenda item for the next meeting is Alternatives for Bond Issues and Contract for Services.
- 12. Adjourn:** M/S Krueger/Lee to adjourn. Motion carried by unanimous consent on a voice vote. Meeting adjourned at 9:36 a.m.

Minutes prepared by Sheila Pudelko