



**Fire Chief Tim Adler**  
**Public Safety Director**

**Adam Robarge, CCTP**  
**Deputy EMS Chief**

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## **Ambulance Commission**

### **Meeting Minutes: June 27, 2024**

Date/Location of Meeting: June 27, 2024, Public Safety Building

Members in Attendance: Kerwin Greeno, Jerry Steele, Richard Yarrington, Brede Sorenson, Sandra Vierck, and Joyce Stenklyft

Members Absent: Rick Murray

Others Present: Public Safety Director Tim Adler, Deputy EMS Chief Adam Robarge, and Public Safety Administrative Assistant Christi Anderson

Meeting called to order at 5:01 PM

- **Approve Minutes:** Motion made by Richard Yarrington, second by Kerwin Greeno to approve the **April 25, 2024**, meeting minutes. Motion carried.
- **Persons Desiring to be Heard:** None.
- **Election of Officers:** Voted President, Sandra Vierck. Motion made by Richard Yarrington, second by Joyce Stenklyft. Motion carried. Voted Vice President, Jerry Steele. Motion made by Richard Yarrington, second by Kerwin Greeno. Motion carried.
- **Director's Report:**
  - Staffing
    - We are fully staffed; however, we continue to seek part-time staff.
  - Building Update
    - Project update was given.
    - Working on small issues to be fixed including some door seals.
    - Installed a privacy fence along the northside of the building by the dayroom doors.
    - Firefighters Association is funding a training project for the west side of the premises.
  - Vehicle Update
    - Unit 269 is not back yet, hoping by the beginning of July it should be back. A part was damaged, and they are waiting for the piece to arrive. Once that is fixed the only thing left is the graphics.
  - Monthly statistics and invoices presented for May 2024.



- **See Attached Director's Report.**
  - Purchased a new copy machine for the report writing room.
- Motion made by Brede Sorenson, second by Joyce Stenklyft to approve the Director's Report. Motion carried.
- **Discussion for approval for increase on Special Events Service Rates.**
  - This was discussed and approved at the last meeting.
- **Discussion for approval of on Campus Transfer Rates for the VA.**
  - Building to Building transfers we propose \$300.00 per transfer. After discussion, the Commission agreed this was an appropriate charge. Motion made by Richard Yarrington, second by Kerwin Greeno to approve the on-Campus Transfer Rates for the VA. Motion carried.
- **Discussion of 2025 Per-Capita Rate regarding the August 29<sup>th</sup> Annual Meeting.**
  - The current per-capita rate is \$20.00.
  - Discussed no increase for 2025. Fund balance is in good shape.
- **Discussion and approval of budget plan for remounting of units 267 and 266 in 2025.**
  - Molly is comfortable with the budget plan for the remounts of 267 and 266.
  - No issues getting chassis' at this time.
  - The goal is to begin the process at the beginning of 2025 for 267 and the end of 2025 for 266 (or even push into 2026 for 266).
  - 267 and 266 have a lot of cosmetic issues along with the normal wear and tear.
  - The approximate budget for two remounts would be \$150,000.00 to \$165,000.00 each.
  - Remounts will be done in Minneapolis and will not be shipped to Ohio.
  - Motion made by Joyce Stenklyft, second by Brede Sorenson to approve the remounting of unit 267 and 266. Motion carried.
- **Discussion regarding 2025 budget, hiring three additional full-time Paramedic/A-EMT positions.**
  - We are looking to fill one spot on each shift due to increased call volume.
  - Per shift we are up 30 plus calls.
  - This would allow us four trucks versus three daily (five full-time and one part-time).
  - We would steer towards taking more outlying hospital transfers.
  - With the increased call volume, we have needed to utilize Sparta Ambulance and Ft. McCoy Ambulance a lot more.
  - The proposed salary would be \$215,000.00 for Basic EMT with single insurance coverage. \$300,000.00 for Medics with family insurance coverage.
- **Adjournment:**
  - Motion made Joyce Stenklyft, second by Brede Sorenson to adjourn the meeting.

Meeting adjourned at 6:18 PM

Minutes Taken By: Public Safety Administrative Assistant Christi Anderson  
 Minutes Typed By: Public Safety Administrative Assistant Christi Anderson  
 Respectfully Submitted  
 Public Safety Director Tim Adler