

**FITCH-RONA EMS COMMISSION MEETING MINUTES**  
**Fitch-Rona EMS District**  
**101 Lincoln St., Verona, WI**  
**Thursday, April 21st, 2022**

The EMS Commission has held in the City of Fitchburg City Council Chambers with a Zoom link hosted by Fitchburg FACTv. With a quorum present, the meeting was called to order at 7:02 PM. Roll Call Present: Shannon Strassman, Connie Hilla, James Roberts, Kate Cronin, Derek Johnson, Terry Schnapp. Also present: Patrick Anderson, EMS Chief, Chad Cole, Fitchburg FACTv, and Scott Yarbrough, Fitchburg FACTv. Absent: David Lonsdorf, Sue Luginbuhl, Gregg Miller.

**Public Comments:** None

**Review and Approval of February 17, 2022 Minutes:** Motion Roberts Second Hilla. *Motion carried.*

**Chief's Report:** Chief Anderson noted that call volume is at 4.2% over 2021 numbers.

He discussed the service updates its operating protocols every two years to stay current with trends in pre-hospital medicine and May 1<sup>st</sup>, new protocols would be effective. The training was currently being rolled out.

Chief Anderson went on to discuss financials and noted some higher deposits this last month as payments for the higher number of calls at the end of the year are being received. The Chief also noted that there were no donations or milestones to report.

Other items included in his report was an update on the audit. Recent correspondence with Johnson Block was that they were finishing up the draft and should have something in the coming weeks. The Chief stated they will most likely present in May or June. He did share that the audit has taken a significant amount of time again this year and leaves the municipalities waiting on the district to close out their own audits. He suggested that the Commission look at submitting a proposal for a potential new accounting firm in the fall.

The Chief shared that he had sent out the letter of LT Kyle Wells's retirement/resignation. A letter of interest for the position had been requested from the current LTE staff and the Chief had coordinated an interview panel of external panelists to conduct interviews. The plan is to have the new person hired by Kyle's last day on the payroll. The department will then look at doing another LTE hiring process. Roberts asked about the plan to fill the open Lieutenant position. The Chief stated he is waiting to discuss with the personnel subcommittee some different options for staffing prior to opening up a promotion process to fill the vacant Lieutenant position.

**Committee Reports:**

**a. Personnel –**

Committee did not meet – nothing to report. The Chief did request that the personnel committee meet in May to discuss some future staffing ideas.

**b. Finance –**

Committee did not meet – nothing to report. The Chief did state that the Finance committee will need to meet in June for a preliminary budget review. He has been working with Michelle to put a 2023 proposal together but reminded the Commission that contract negotiations would need to occur before he would have final numbers.

**Review and approval of accounts payable checks as authorized by Chief Anderson:** Motion to approve Roberts, Second by Cronin. *Motion carried*

**Presentation of 2023 Capital Improvement Projects:**

Chief Anderson presented the 2023 CIP stating that he has been working with the same ambulance manufacturer as the current fleet. He shared that the same ambulance purchased in 2021 was an estimated 20% in 2023 due to demand and supply chain issues. He did share that the manufacturers are all reporting delivery times of 16-20 months. He has researched going to a smaller truck. He and Paramedic Kaczmarek went to Rothschild the week prior to look at the ambulance. He did state that it is only a foot shorter but does lose some space in cabinets over the length of the truck. The cost is only a 12% increase instead of 20%. He stated that with increasing demand, he plans to keep the next ambulance and increase the fleet to 6-vehicles in 2023 instead of waiting until 2025 extending our life from 10 to 12-years with an ambulance. With events at the Alliant Energy Center, all five trucks were in service this coming weekend. The Chief did state that he could pursue looking at other manufacturers, but they are all looking at the same issues. Schnapp asked if the layout changed with different models. The Chief responded that many things do stay in the same general area with different trucks, but currently, all ambulances in the fleet were essentially the same because they are the same design. The Chief also commented that keeping the trucks the same type allows him to have extra repair parts like door handles and locks that will fit any truck for quicker repairs. Roberts suggested that the district stays with the same ambulance for consistency. Cronin asked about the cot fitting in the smaller truck and any issues with weight. The Chief replied that the shorter truck is 13” shorter and the cot would still fit, but it reduces the amount of room at the foot and head of the patient. The overall weight would be reduced with the smaller patient compartment and allow the chassis to go back to an F450 but should still be able to accommodate the same weight of patients. The Chief did mention that staff did feel that the F550 on the 2021 ambulance did provide a more comfortable ride. Further discussion supported the increase in the CIP request to keep the larger ambulance similar to the current models. Motion to approve the 2023 CIP by Roberts, Second by Johnson. *Motion carried*

**Discussion and possible action on initiating negotiations with Local 311 for a Collective Bargaining Agreement beginning January 1<sup>st</sup>, 2023:**

Chief Anderson explained the current Collective Bargaining Agreement expires at the end of the year. He will be reaching out to the members of the Commission and municipalities for names of the representative they would like on the Commission negotiations committee. The timeline would be to meet in May for the first review of the proposal and then set up a meeting to exchange proposals. This is usually followed by two or three more meetings dependent on how close the proposals are. Motion made to initiate contract negotiations with Local 311 made by Roberts, Second by Strassman. *Motion carried*

**Other Business:**

None

**Adjournment:** Motion Roberts, Second by Strassman to adjourn at 7:37 PM. *Motion carried.*

The next meeting is the annual meeting which will be held on May 19th, 2022, at 7 pm.

Approved:

Terry Schnapp, Chair