

Agenda
Baraboo District Ambulance Commission
Regular Commission Meeting
Baraboo City Hall
101 South Blvd, Baraboo, WI
No in person public access available
October 28th, 2020 7:00pm

- Notice to -

Commissioners: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, Phil Wedekind

Others: William Cole, Dr. Manuel Mendoza, Mayor Palm, Ed Geick, Local Media

The Baraboo District Ambulance Service is holding the Commission Meeting virtually via conference call to help protect our community from the Corona virus (COVID-19) pandemic. Commission Members who will be participating remotely, will have the ability to hear all Commission Members during the meeting, and will have all documents relevant to the agenda accessible by email.

The public may access the open session portion of the meeting in the following ways:

1. Due to space limitations and social distancing requirements, attendance in person is not available
2. Attend remotely: Members of the public may listen to the meeting live via phone/computer by calling (262) 220-7112 Conference ID: 957 112 555# (all numbers and symbol should be entered)
3. Written comments: members of the public must send written public comments on agenda items to Commission President Tim Stieve at tdstieve@centurylink.net These comments will be distributed to other Commission Members and may be read during the “public invited to speak” section of the agenda.

1. Call Meeting to Order
2. Note compliance with the Open Meeting Law
3. Roll Call
4. Adoption of agenda
5. Approval of previous minutes

Public Comments – In lieu of voiced public comments, correspondence received from the public may be read by Commission President Tim Stieve.

Reports

- Legal Counsel Report
- President’s Report
- Treasurer/Financial Report
- HR Report
- Chief’s Report
- Transition Committee Report

Posted by: _____

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 121 5th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the commission identified in the caption of this notice.

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Consent Agenda

Recommendations from Finance-Personnel Committee:

1. Approve check details and online payments for September 13 – October 17, 2020 in the amount of \$91,267.00.
2. Approve patient account write-offs of \$30,176.70, per AMB recommendations.

New Business:

1. Discussion and possible action regarding the following:
 - a. COVID-19 Policy Updates
 - b. Approve Sale of Property Policy 131
 - c. Sale of Ambulance 573 (2002 Ford E450)
 - d. Establishing Caleb Johnson as a check signer and authorize for issuance of company credit card.
 - e. MOU-Interim Captain Assignment, and proposed wage differential.
 - f. Job Description for Captain.
 - g. Agreement with Baraboo School District for Spring 2021 EMT-Basic Class instruction.
 - h. Agreement with the City of Baraboo as it relates to COVID-19 - 50% split of testing proceeds.
 - i. Agreement with NOVAtime, Inc as it relates to payroll and scheduling software.
 - j. Recommendation to forward the Loan Term Sheet, as it relates to renewal of revolving line of credit with Community First Bank, to the Annual Members meeting for review/approval.
 - k. Recommendation to forward the service agreement with Wons Background Investigations, LLC, as it relates to pre-employment background screenings, to the Annual Members meeting for review/approval.
 - l. Recommendation to forward proposed MOU with Sauk County MIS, for the provision of intergovernmental IT services, to the Annual Members meeting for review/approval.
 - m. Recommendation to forward proposed Lease Agreement with the City of Baraboo, to the Annual Member's meeting for review/approval.
 - n. Recommendation to forward the financing proposal with Philips Medical Corporation regarding the purchase of Tempus Pro ALS cardiac monitors, to the Annual Members meeting for review/approval.
2. Operational Plans- provided in packet.
3. Overview of Commission Library on www.barabooems.com.

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Closed Session:

Upon proper motion and vote, The Baraboo District Ambulance Commission may convene into Closed Session pursuant to §19.85(1)(c) Wis. Stats. for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Discussion of HR Director full-time offer, Finance Director, and Deputy Chief 2021 proposed salary increases, the body may deliberate.).

Open Session: The Baraboo District Ambulance Commission will return to Open Session pursuant to 19.85(2) Wis. Stats. and may take actions as a result of closed session discussions.

Commissioner Comments & Future Agenda Items

Adjournment

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