

**Agenda**  
**Baraboo District Ambulance Commission**  
**Regular Commission Meeting**  
**Baraboo Fire & EMS Station**  
**135 4<sup>th</sup> Street, Baraboo, WI**  
**No in person public access available**  
**December 2nd, 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, Lori Mueller, 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: 615 970 103# (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 [dstieve@centurylink.net](mailto:dstieve@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
  - October 28<sup>th</sup>, 2020 Personnel/Finance
  - October 28<sup>th</sup>, 2020 Regular Commission
  - November 17<sup>th</sup>, 2020 Transition Committee, as dispensed.

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 5<sup>th</sup> 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.

**Agenda**  
**Baraboo District Ambulance Commission**  
**Regular Commission Meeting**  
**Baraboo Fire & EMS Station**  
**135 4<sup>th</sup> Street, Baraboo, WI**  
**No in person public access available**  
**December 2nd, 2020 7:00pm**

**Presentations** – “A Heartfelt Thank You to Your Team”-Certificate of Recognition presented to Captain Matthew Koepp, Acting Lieutenant Logan Rabata, Critical Care Paramedic Dennis Worden, and Critical Care Paramedic Ida Feine. Special guests: The Smithback Family.

**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

**Consent Agenda**

Recommendations from Finance-Personnel Committee:

1. Approve check details and online payments for October 18 – November 21, 2020 in the amount of \$107,897.43.
2. Approve patient account write-offs of \$65,891.33, per AMB recommendations.

**New Business:**

1. Discussion and possible action regarding the following items:
  - a. Returning to remote meetings, due to the rise of COVID-19 positive cases.
  - b. Agreement with Baraboo School District for Spring 2021 EMT-Basic Class instruction. (Snow)
  - c. 2019 Audit – Discussion purposes only
  - d. Financing options, regarding the purchase of Tempus Pro ALS cardiac monitors, along with recommendation to move item to the Special Members meeting for further review/approval. (Johnson)
  - e. Ascentis Agreements (Larsen/Johnson)
  - f. 2021 Staff Wages (Johnson)
  - g. 2020 Budget Amendments (Snow)
  - h. Sale of Property-Administrative Building
  - i. Amendment of BYLAWS IX

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 5<sup>th</sup> 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.

**Agenda**  
**Baraboo District Ambulance Commission**  
**Regular Commission Meeting**  
**Baraboo Fire & EMS Station**  
**135 4<sup>th</sup> Street, Baraboo, WI**  
**No in person public access available**  
**December 2nd, 2020 7:00pm**

- j. Schedule special Finance/Personnel meeting for review of Captain position applicants, closed session for interviews.
- k. Assigning Finance/Personnel as a standing Committee.

**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, Management Team performance evaluation and goals, 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**

Schedule special members meeting to immediately follow January Commission meeting.

Request January 20<sup>th</sup> meeting, or February 3<sup>rd</sup> meeting.

**Adjournment**

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 5<sup>th</sup> 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.