Johnson County Ambulance Rural Health Care District

Minutes

January 10, 2017

The regular monthly meeting of the Johnson County Ambulance Rural Health Care District was held at the Ambulance Office, Buffalo, Wyoming on Tuesday, January 10, 2017. The meeting began at 7:00 a.m. The meeting was called to order by Mark Wilson. Present were: Mark Wilson, Bob McBride, Luke Goddard via phone conference, Marilyn Connolly, Michelle Chapman, Josh Keegan, Dave Harness, Bill Novotny, Jen Hicks, Tracey Jelly, Chelsea Feeman, Gabe Flagg and Karri White.

I. **APPROVAL OF MINUTES OF LAST MEETING:** The motion to approve the minutes of the regular meeting on December 13th was made by Bob McBride and seconded by Marilyn Connolly. Approved by all.

II. **VIEW AND APPROVE TREASURER'S REPORT:** Bob McBride presented the December Treasurer's Report for review. Motion to approve the Treasurer's Report was made by Marilyn Connolly and seconded by Bob McBride. Approved by all.

III. BUFFALO REPORT:

1. **Ambulance Calls**

   December had 42 ambulance calls consisting of the following: 28 medical and 14 trauma; 5 were transfers, 2 nurse transfers, 3 canceled, 6 patient refusals, 0 standby, 2 DOA, 0 code, 0 extrication, and 0 trauma team activation. 22 in-town calls and 20 out-of-town calls. 38 were Johnson county residents and 4 non-residents.

2. **EMT Basic Class**

   The EMT Basic Class started January 9th. It is held on Mondays and Thursdays at Sheridan College of Johnson County. There are 28 students currently enrolled with several taking the course for college credit. The course also provides current EMTs with continuing education hours.

IV. KAYCEE REPORT:

1. **Ambulance Calls**

   Michelle reported there were 8 runs in December: 4 medical, 3 trauma, and 1 refusal. Michelle stated Jay Ostby with the State OEMS went to Kaycee and provided the EMTs with WATRS training. Trish said they will use the cell phones in the ambulances as a hot spot for the tablet Wi-Fi.

V. OLD BUSINESS:

1. FYE 15/16 Audit

Tracey Jelly and Chelsea Feeman with Cloud Peak Accounting presented the 2015/2016 Annual Audit. Tracey stated the audit was clean with no exceptions. A copy will be provided to the State Department of Audit.

2. Health Insurance

As requested, a spreadsheet was provided with information comparing health insurance benefits and rates. The health insurance line item is currently over the percentage budgeted with six months remaining in the fiscal year. Changes were made to the policy in July that require employees to pay a percentage of the premium. An unanticipated increase in the premium was due to an added dependent with an additional dependent expected in February. A review of the minutes regarding setting the health insurance budget has been requested to determine the premiums presented at that time.

3. Kaycee Call Follow-Up

Marilyn reported there were two calls in Kaycee that were discussed in a meeting she attended. The issue was with the communication between Search and Rescue, Sheriff's Office, Road and Bridge and the Kaycee Ambulance. The meeting was to identify and improve the communication component of emergency response. One of the outcomes is to program the Road and Bridge radio channel in the ambulance radios to enable those agencies to talk directly to one another. Marilyn also noted all agencies were in attendance at a Winter Storm Plan Preparedness meeting held January 9th.

Call for old business:

VI. NEW BUSINESS

1. Election of Officers

Marilyn Connolly made a motion to keep the slate of officers as is for the upcoming year with Mark Wilson as President, Robert McBride as Secretary, and Dozier Tabb as Treasurer. Seconded by Luke Goddard. Approved by all.

Call for new business:

2. Kaycee Handbook

Michelle is in the process of compiling a handbook of operations for the Kaycee Ambulance Service and would like someone to review it. The Board suggested Deputy County Attorney Barry Crago review the proposed handbook.

Vouchers were initialed and checks signed by the board members. Report attached. There being no further new business, Marilyn Connolly made a motion to adjourn the meeting at 8:20 a.m. Seconded by Luke Goddard. Approved by all. **The next regular meeting will be in Buffalo on Tuesday, February 14, 2017 at 7:00 a.m.**

President

Member

Secretary

Member

Treasurer

01/12/17

JOHNSON COUNTY AMBULANCE RURAL HEALTH CARE DISTRICT
BILLS APPROVED & PAID BY BOARD MEMBERS
January 2017

	Jan 17
Ace Hardware	(70.44)
AMERICAN WELDING & GAS	(418.39)
AT&T MOBILITY	(35.26)
BIG HORN CO-OP	(22.00)
Blue Cross Blue Shield of Wyoming	(95.39)
Buffalo Bulletin	(115.00)
BUFFALO EMS, LLC.	(57,527.93)
Buffalo Prescription Shop	(18.13)
CNA Surety	(182.50)
Emergency Medical Products, Inc.	(448.60)
EMERGENCY MEDICAL SUPPLY	(131.32)
HEALTHCARE BILLING INC.	(1,260.00)
JARRARD PARK FOUNDATION	(141.00)
Johnson County Health Care Center	(21.96)
Mastercard	(1,997.49)
Med-Tech Resources	(73.33)
MONTANA-DAKOTA UTILITIES CO.	(164.47)
NORCO, INC.	(146.63)
North Wyoming Insurance, Inc.	(16,460.00)
PEAK MOTOR COACH, LTD.	(57.25)
REESE & RAY'S IGA	(28.45)
RT COMMUNICATIONS	(84.26)
S&S CONTRACTING, INC.	(37.50)
SEAN P. DURRANT	(226.50)
SUPERIOR AUTOMOTIVE AND TIRE	(84.00)
The Office	(87.21)
TOWN OF KAYCEE	(49.10)
Verizon Wireless	(104.84)
VISA	(2,025.51)
WELLS FARGO VENDOR	(454.84)
WYOMING RETIREMENT SYSTEM	(300.00)
HEIDI HAINES	(7.09)
TOTAL	(82,876.39)