

Johnson County Ambulance Rural Health Care District

Minutes

December 11, 2018

The regular monthly meeting of the Johnson County Ambulance Rural Health Care District was held at the Ambulance Office, Buffalo, Wyoming on Tuesday, December 11, 2018. The meeting began at 7:00 a.m. The meeting was called to order by Bob McBride. Present were: Bob McBride, Marilyn Connolly, Scott McBride, Mark Haines, Jim Hicks, Mark Wilson, Jody TeHau & co-worker, Michelle Chapman, Dave Kuechenmeister, John Ungaretti, Dave Harness and Karri White.

I. APPROVAL OF MINUTES OF LAST MEETING:

The motion to approve the minutes of the Regular Meeting on November 13th was made by Mark Haines and seconded by Marilyn Connolly. Approved by all.

II. VIEW AND APPROVE TREASURER'S REPORT:

Bob McBride presented the November Treasurer's Report for review. Motion to approve the Treasurer's Report was made by Mark Haines and seconded by Marilyn Connolly. Approved by all.

III. BUFFALO REPORT:

1. Ambulance Calls

Dave reported November had 56 ambulance calls consisting of the following: 40 medical and 16 trauma; 9 were transfers, 4 nurse transfers, 0 canceled, 11 patient refusals, 1 standby, 1 DOA, 0 code, 0 extrication, and 0 trauma team activations. 32 in-town calls and 24 out-of-town calls. 43 were Johnson county residents and 13 non-residents.

IV. KAYCEE REPORT:

1. Ambulance Calls

Michelle reported there were 4 runs in November: 2 medical, 2 trauma, 2 refusals, and 1 public assist.

V. OLD BUSINESS:

1. Ambulance Billing

Dave Keuchenmeister with EMS Billing Services, Inc. presented a summary of their services and rates for ambulance billing. John Ungaretti with SoleStone Services was in attendance to answer any questions about our current billing service. The board will review the information provided and decide at the next regular board meeting.

2. DigeTekS

Jody TeHau and a co-worker with DigeTekS presented a quote for an annual managed services contract for two firewalls at a cost of \$600 per month. DigeTekS will submit another quote for the management fee with a multi-year contract that will include a discount. There was discussion regarding the necessity of having two firewalls and what the management consisted of. Marilyn made a motion to approve the installation of equipment at a cost of \$4,500. Seconded by Mark Haines. 3 aye votes: Marilyn Connolly, Mark Haines, Jim Hicks and 1 nay vote: Scott McBride. Motion passed.

3. Tourniquets

Buffalo EMS purchased 30 CAT tourniquets at a price of \$23.25 each. Kaycee received a quote for 20 CAT tourniquets at a price of \$25.83 each. Jim Hicks made a motion to approve the purchase of the tourniquets. Mark Haines seconded the motion. Approved by all.

Call for old business:

1. Executive Session

Scott McBride and Mark Wilson reported from the executive session on November 20th the board was not willing to sign a confidentiality statement and will direct efforts to resolve the issue in a new contract with Buffalo EMS.

V. NEW BUSINESS

1. Election of Officers

Mark Haines nominated Marilyn Connolly as President, Jim Hicks as Treasurer, and Bob McBride as Secretary. Seconded by Jim Hicks. Approved by all.

2. 2019 Meeting Schedule

The regular meetings will continue to be held the second Tuesday of every month at 7:00 a.m. at the ambulance office in Buffalo except for April 9th and August 13th at 5:00 p.m. in Kaycee at the ambulance barn.

3. Update Bank Accounts

A letter to First Northern Bank and First Interstate Bank was signed by Bob McBride removing Luke Goddard, A. Dozier Tabb, and Mark Wilson from the accounts and adding Scott McBride, Jim Hicks, and Mark Haines.

4. Write-Off Request

Karri presented an account for an out of state patient that has an outstanding bill of \$710.20 and no insurance or ability to pay. Scott McBride made a motion to write off the account. Seconded by Marilyn Connolly. Approved by all.

5. Depositories Resolution

Resolution #1, designating official depositories for checking accounts, savings accounts, certificates of deposit, investment accounts, or any other account held or established in the name of the Johnson County Rural Health Care District was presented. Marilyn Connolly made a motion to approve Resolution #1 designating First Northern Bank of Wyoming and First Interstate Bank as such. Seconded by Mark Haines. Approved by all.

6. Conflict of Interest Declarations

A letter of public disclosure was received from Board Member Robert McBride and Scott McBride stating their involvement with the First Northern Bank of Buffalo and the possible conflict of interest with decisions made regarding the bank.

7. Wyoming Assoc. of Special Districts

Information was provided from Rosemary Lantta regarding the newly formed Wyoming Association of Special Districts, created to support and strengthen all classes of special taxing districts throughout the state. Mark Haines will contact the President of the newly formed association for more information regarding becoming a member.

Call for new business:

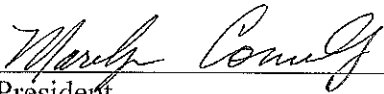
8. Hydraulic Cots

Michelle informed the board they signed a service contract in the amount of \$2,281 for 2 hydraulic cots in Kaycee. They needed servicing and they felt the service contract was the most cost-effective way to get them repaired.

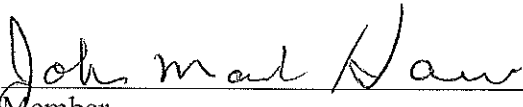
9. New Ambulance

Dave reported the new ambulance has been ordered and the approximate date of completion is March 2019.

Vouchers were initialed, and checks signed by the board members. Report attached. There being no further new business, the meeting was adjourned at 9:35 a.m. **The next regular meeting will be held in Buffalo on Tuesday, January 8, 2019 at 7:00 a.m.**



President

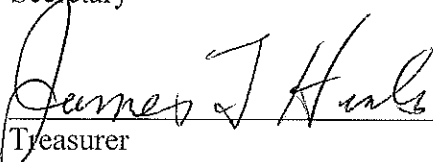


Member



Secretary

Member



Treasurer

01/03/19

JOHNSON COUNTY AMBULANCE RURAL HEALTH CARE DISTRICT
BILLS APPROVED & PAID BY BOARD MEMBERS
December 2018

	<u>Dec 18</u>
A & L Supply	(270.00)
AMERICAN WELDING & GAS	(499.09)
ARROW INTERNATIONAL, INC	(100.00)
AT&T MOBILITY	(36.22)
BIG HORN CO-OP	(190.18)
BIG HORN TIRE, INC.	(1,542.00)
BRIAN BAURES	(44.96)
BUFFALO COMPUTER CONSULTING, LLC	(41.00)
BUFFALO EMS, LLC.	(84,375.11)
Clear Creek Printers	(95.52)
CLOUD PEAK ACCOUNTING, LLC	(600.00)
Emergency Medical Products, Inc.	(1,387.91)
HEALTHCARE BILLING INC.	(3,480.00)
IMAGINE THAT SIGNS & GRAPHICS	(990.00)
JOHNSON CO. HEALTHCARE CENTER	(2.43)
Mastercard	(593.37)
Med-Tech Resources	(98.79)
MONTANA-DAKOTA UTILITIES CO.	(98.46)
NORCO, INC.	(145.80)
POWDER RIVER SHREDDERS LLC	(35.00)
REESE & RAY'S IGA	(33.11)
ROCKY MOUNTAIN POWER	(46.18)
RT COMMUNICATIONS	(87.74)
SQUEEKY KLEEN	(6.60)
STRYKER SALES CORPORATION	(310.00)
SUPERIOR AUTOMOTIVE AND TIRE	(226.94)
The Office	(112.32)
TOWN OF KAYCEE	(89.10)
Verizon Wireless	(250.99)
VISA	(744.63)
WYOMING RETIREMENT SYSTEM	(360.00)
TOTAL	<u><u>(96,893.45)</u></u>

BDM
Jan 12