

# Johnson County Ambulance Rural Health Care District

## Minutes

January 8, 2019

The regular monthly meeting of the Johnson County Ambulance Rural Health Care District was held at the Ambulance Office, Buffalo, Wyoming on Tuesday, January 8, 2019. The meeting began at 7:00 a.m. The meeting was called to order by president Marilyn Connolly. Present were: Marilyn Connolly, Bob McBride, Mark Haines, Jim Hicks, Crosby Taylor, Michelle Chapman, Robert Garrison, Jen Hicks, Dave Harness and Karri White.

**I. APPROVAL OF MINUTES OF LAST MEETING:**

The motion to approve the minutes of the Regular Meeting on December 11th was made by Mark Haines and seconded by Bob McBride. Approved by all.

**II. VIEW AND APPROVE TREASURER'S REPORT:**

Jim Hicks presented the December Treasurer's Report for review. Motion to approve the Treasurer's Report was made by Bob McBride and seconded by Mark Haines. Approved by all.

**III. BUFFALO REPORT:**

**1. Ambulance Calls**

Dave reported December had 63 ambulance calls consisting of the following: 52 medical and 11 trauma; 12 were transfers, 4 nurse transfers, 1 canceled, 10 patient refusals, 0 standby, 2 DOA, 0 code, 0 extrication, and 0 trauma team activations. 34 in-town calls and 29 out-of-town calls. 54 were Johnson county residents and 9 non-residents.

**IV. KAYCEE REPORT:**

**1. Ambulance Calls**

Crosby reported there were 13 runs in December: 8 medical, 4 trauma, and 1 standby. There were 3 refusals, and 3 public assists, 1 canceled and 0 ALS intercept.

**2. Updates**

Crosby informed the board in the last six months he has worked on updating protocols. He suggested the board draw up a contract for the Medical Director to formalize expectations and will provide a sample contract to the board. He questioned how the current medical director was hired and suggested Kaycee could have a different Medical Director as they have a separate business license. There are 14 EMTs in Kaycee with 3 lead EMTs and 6 EMTs respond to most of the calls. Crosby also suggested the regular meetings be held in Kaycee more frequently.

**V. OLD BUSINESS:**

**1. Ambulance Billing**

The board discussed the proposal to provide billing services from EMS Billing, Inc. Jim Hicks made a motion to change the billing services contract from SoleStone Reimbursement Services to EMS Billing, Inc. Seconded by Bob McBride. Approved by all. A letter will be sent to SoleStone notifying them of the termination of contract with the required ninety-day notice period.

**2. DigeTekS**

Karri reported equipment has arrived for DigeTekS to install. Marilyn will contact Jody Tehau and ask for a quote for the management fee.

**3. WASD**

Mark Haines will contact the President of the Wyoming Association of Special Districts and report to the board at the February regular meeting. Marilyn reported the donation for membership to the WASD is typically one hundred dollars and they monitor legislation pertaining to special use districts and are developing a training program for board members.

**Call for old business:**

**1. Meeting Times and Places**

Jim Hicks made a motion the regular board meeting in Buffalo be held at the Johnson County Planning Office at 7:00 a.m. and have the April, August and December meetings in Kaycee at the Ambulance Barn at 5:00 p.m. Seconded by Mark Haines. Mark Haines and Jim Hicks voted aye with Bob McBride voting nay. Motion carried. The meeting schedule will be advertised.

**V. NEW BUSINESS**

**1. 2017/2018 Audit**

Cloud Peak Accounting is working on the FYE 2018 audit and will attend the February regular meeting to submit the audit to the board.

**Call for new business:**

**2. Work Session**

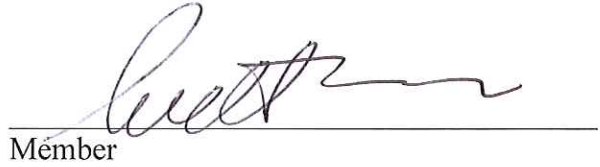
The board scheduled a work session for Thursday, January 24<sup>th</sup> at the Johnson County Planning Office at 5:15 p.m. The local media will be notified.

**3. New Ambulance**

Karri reported the ambulance is currently scheduled to be ready in April.

Vouchers were initialed, and checks signed by the board members. Report attached. There being no further new business, the meeting was adjourned at 9:00 a.m. **The next regular meeting will be held in Buffalo on Tuesday, February 12, 2019 at 7:00 a.m. at the Johnson County Planning Office.**

  
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President

  
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Member

  
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Secretary

  
\_\_\_\_\_  
Member

  
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Treasurer

02/06/19

JOHNSON COUNTY AMBULANCE RURAL HEALTH CARE DISTRICT  
BILLS APPROVED & PAID BY BOARD MEMBERS  
January 2019

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	<u>Jan 19</u>
Ace Hardware	(5.59)
AMERICAN WELDING & GAS	(527.24)
AT&T MOBILITY	(36.22)
BIG HORN CO-OP	(53.59)
BUFFALO COMPUTER CONSULTING, LLC	(41.00)
BUFFALO EMS, LLC.	(69,082.02)
Buffalo Prescription Shop	(20.97)
CNA Surety	(182.50)
CONNECTING POINT	(1,176.43)
Emergency Medical Products, Inc.	(1,342.16)
EMERGENCY MEDICAL SUPPLY	(308.00)
IMAGINE THAT SIGNS & GRAPHICS	(60.00)
JOHNSON CO. HEALTHCARE CENTER	(14.12)
JOHNSON COUNTY	(1,316.00)
Mastercard	(711.84)
MONTANA-DAKOTA UTILITIES CO.	(123.45)
NORCO, INC.	(150.66)
North Wyoming Insurance, Inc.	(17,306.00)
PHYSIO-CONTROL, INC	(55.50)
POWDER RIVER ENERGY CORP	(130.73)
REESE & RAY'S IGA	(36.32)
RT COMMUNICATIONS	(92.68)
SQUEEKY KLEEN	(72.30)
STERICYCLE, INC.	(349.13)
STRYKER SALES CORPORATION	(3,106.91)
The Office	(42.87)
TOWN OF KAYCEE	(89.10)
Verizon Wireless	(245.98)
VISA	(960.21)
WYOMING DEPARTMENT OF EMPLOYMENT	(269.68)
WYOMING RETIREMENT SYSTEM	(360.00)
<b>TOTAL</b>	<u><u>(98,269.20)</u></u>

Handwritten signatures in black and blue ink, including a large signature and several smaller ones.