

# Johnson County Ambulance Rural Health Care District

## Minutes

April 9, 2019

The regular monthly meeting of the Johnson County Ambulance Rural Health Care District was held at the Kaycee Ambulance Barn, Kaycee, Wyoming on Tuesday, April 9, 2019. The meeting began at 5:00 p.m. The meeting was called to order by president Marilyn Connolly. Present were: Marilyn Connolly, Bob McBride, Scott McBride, Mark Haines, Jim Hicks, Commissioner Bill Novotny, Crosby Taylor, Michelle Chapman, Dennis Zezas, Rex Maxwell, and Karri White.

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

The motion to approve the minutes of the Regular Meeting on March 12<sup>th</sup> was made by Scott McBride and seconded by Jim Hicks. Approved by all.

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

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

**III. BUFFALO REPORT:**

**1. Ambulance Calls**

Karri reported March had 59 ambulance calls consisting of the following: 49 medical and 10 trauma; 11 were transfers, 3 nurse transfers, 1 canceled, 5 patient refusals, 2 standby, 0 DOA, 0 code, 0 extrication, and 0 trauma team activations. 35 in-town calls and 24 out-of-town calls. 54 were Johnson county residents and 5 non-residents. Karri provided a summary of ambulance calls occurring on Saturday, April 6<sup>th</sup>. There were 9 calls that day including 2 traumas with DOAs and 4 transfers. 9 EMTs were involved and all 4 ambulances in use.

**IV. KAYCEE REPORT:**

**1. Ambulance Calls**

Crosby reported there were 8 calls in March: 6 medical and 0 trauma: 1 standby-DOA, 1 public assist, 4 refusals, 0 canceled, 0 Life Flight, 0 ALS intercept. 8 total patients. The trauma call on April 6<sup>th</sup> was discussed. Buffalo EMS was paged prior to the Kaycee Ambulance Service for a motor vehicle accident south of Kaycee. Crosby was unsure why Buffalo was paged out initially and why they continued to respond. He also stated there was radio traffic involving the Sheriff's Department that was excessive and unnecessary. Mark Haines made a motion for Commissioner Bill Novotny and Marilyn Connolly to meet with the Sheriff's Office and Buffalo Police Department to discuss the dispatch. Seconded by Scott McBride. Approved by all.

**V. OLD BUSINESS:**

**1. County Board of Equalization Tax Protest**

A letter dated March 29, 2019 from the Johnson County Commissioners was discussed. Commissioner Novotny explained the county reached a settlement agreement with Concord Energy for 2018 property taxes and a valuation for 2019. The amount allocated to the Rural Health Care District is \$3,910. Tax protests are still pending with Carbon Creek and Powder River Midstream.

**2. DigeTekS**

DigeTekS submitted a revised managed services agreement. The agreement included an addendum listing devices for Buffalo and Kaycee. After discussion, the board asked Bob McBride to contact DigeTekS and ask for a revised agreement for firewall management only.

**3. Ambulance Billing Contract**

The billing contract will commence on April 15, 2019. We are waiting on the name change with the IRS to be complete prior to filing the necessary paperwork with insurance companies including Medicare and Medicaid.

**4. CD and Money Management**

Karri provided rates for the certificate of deposit maturing on April 11, 2019. Jim Hicks made a motion to invest the maturing CD with First Northern Bank of Buffalo for a term of thirteen months at a rate of 2.5%. Mark Haines seconded the motion. Scott McBride and Bob McBride recused themselves from the vote. Motion passed.

**5. FY 2019/2020 Budget**

Budget line items were discussed. It was agreed to schedule a work session prior to the next regular meeting to continue working on the budget. An executive session may be held to discuss personnel and insurance line items.

**Call for old business:**

**6. By-Laws**

The by-laws are currently under review by the County Attorney's Office.

**7. State Needs Assessment**

Scott McBride asked the status of the EMS Needs Assessment grant. The deadline for the grant application is June 30<sup>th</sup>. Scott will contact officials to discuss the viability and usefulness of the grant.

## **VI. NEW BUSINESS**

### **1. Ambulance Radios**

Dennis Zezas provided a quote for \$5,378.01 for a mobile radio to be installed in the new ambulance arriving in May. Mark Haines made a motion to purchase the mobile radio and have the installation take place in Buffalo. Bob McBride seconded the motion. Approved by all.

Dennis reported he was working on a State Homeland Security Program Grant to purchase Wyo-Link handheld radios, a mobile radio, and a base station radio for Buffalo for approximately \$59,000. The application will be revised to include two handheld radios for Kaycee. Dennis asked permission from the Board to continue with the grant application due April 18<sup>th</sup>. Jim Hicks made a motion to approve the request to apply for the Homeland Security Grant. Seconded by Mark Haines. Approved by all.

### **2. Charge Off Report & Request**

Karri provided a report of accounts charged off in March 2019. The majority were Medicare directed reductions. A letter from a Johnson County resident was received requesting \$1,940 of the \$4,850 be written off. Insurance paid \$2,910. Bob McBride made a motion to write off the amount of \$1,940. Seconded by Mark Haines. Jim Hicks and Bob McBride voted aye. Scott McBride and Mark Haines voted nay. President Marilyn Connolly voted aye. Motion passed.

### **3. Johnson County Fair & Rodeo Standby**

A letter dated April 1, 2019 from the Johnson County Fair Board was received requesting ambulance standby for the Johnson County Fair and Rodeo July 28<sup>th</sup> – August 4<sup>th</sup>. Discussion regarding the expenses resulted in requesting \$1,500 from the Fair Board to offset labor costs.

## **Call for new business:**

### **4. Work Session**

A work session will be scheduled to be held prior to the May 14<sup>th</sup> regular meeting. The local media will be notified.

### **5. Letter to Johnson County Hospital District**

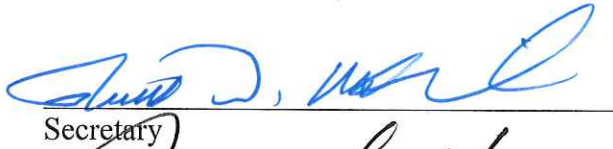
A letter was presented by Jim Hicks dated April 9, 2019 addressed to the Board of Directors of the Johnson County Hospital District. The letter is asking for their consideration of blending operations with the goal of adding income to the Hospital operations and possibly improving the Rural Health Care District's ability to improve services to residents of the area. Mark Haines made a motion to submit the letter to the Johnson County Hospital District Board after approval from Barry Crago. Seconded by Jim Hicks. After much discussion and questions raised Mark Haines and Jim Hicks voted aye with Bob McBride and Scott McBride voting nay. President Marilyn Connolly voted aye. Motion passed.

Vouchers were initialed, and checks signed by the board members. Report attached. There being no further new business, Mark Haines motioned to adjourn the regular meeting at 7:45 p.m. Seconded by Jim Hicks. Approved by all.

**The next regular meeting will be held in Buffalo on Tuesday, May 14, 2019 at 7:00 a.m. at the County Planning Office – Buffalo.**

  
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President

  
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Member

  
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Secretary

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Treasurer

05/06/19

JOHNSON COUNTY AMBULANCE RURAL HEALTH CARE DISTRICT

BILLS APPROVED & PAID BY BOARD MEMBERS

April 2019

	<u>Apr 19</u>
AMERICAN WELDING & GAS	(551.29)
ARROW INTERNATIONAL, INC	(308.50)
AT&T MOBILITY	(36.24)
BIG HORN CO-OP	(20.33)
BIG HORN TIRE, INC.	(65.00)
BUFFALO COMPUTER CONSULTING, LLC	(559.00)
BUFFALO EMS, LLC.	(67,663.14)
CHANNING BETE CO., INC.	0.00
CLOUD PEAK ACCOUNTING, LLC	(2,250.00)
DIGETEKs	(512.17)
Emergency Medical Products, Inc.	(21.75)
HEALTHCARE BILLING INC.	(1,530.00)
JERRY D. OSBORN	(10.05)
JOHNSON CO. HEALTHCARE CENTER	(30.00)
JOHNSON COUNTY	(11,684.88)
MONTANA-DAKOTA UTILITIES CO.	(120.85)
NORCO, INC.	(138.32)
PEAK MOTOR COACH, LTD.	(173,039.00)
PHYSIO-CONTROL, INC	(99.50)
POWDER RIVER ENERGY CORP	(116.63)
RT COMMUNICATIONS	(96.37)
SHERIDAN MEMORIAL HOSPITAL	(100.00)
SQUEEKY KLEEN	(102.85)
The Office	(268.90)
TOWN OF KAYCEE	(89.10)
VISA	(2,294.98)
WYOMING DEPARTMENT OF EMPLOYMENT	(333.24)
WYOMING RETIREMENT SYSTEM	(330.00)
<b>TOTAL</b>	<b><u>(262,372.09)</u></b>

Handwritten signatures and initials in blue ink, including a large signature at the top, initials 'J-12' in the middle, and a signature 'M JH' at the bottom.