

Johnson County Ambulance Rural Health Care District

Minutes

June 11, 2019

The regular monthly meeting of the Johnson County Ambulance Rural Health Care District was held at the Johnson County Planning Office, Buffalo, Wyoming on Tuesday, June 11, 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, Michelle Chapman, Barry Crago, Shawn Sullivan, Dennis Thorson, Dennis Zezas, Jeff Cope, Floyd Whiting, Dave Harness and Karri White.

I. APPROVAL OF MINUTES OF LAST MEETING:

The motion to approve the minutes of the Regular Meeting on May 14th was made by Jim Hicks and seconded by Bob McBride. Approved by all.

II. VIEW AND APPROVE TREASURER'S REPORT:

Jim Hicks presented the May 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 May had 66 ambulance calls consisting of the following: 48 medical and 18 trauma; 11 were transfers, 4 nurse transfers, 2 canceled, 14 patient refusals, 5 standby, 1 DOA, 0 code, 1 extrication, and 0 trauma team activations. 41 in-town calls and 26 out-of-town calls. 57 were Johnson county residents and 18 non-residents.

IV. KAYCEE REPORT:

1. Ambulance Calls

Michelle reported there were 6 calls in May: 3 medical, 2 trauma, 0 standby, 0 DOAs, 1 public assist, 0 refusals, 0 canceled, 0 Life Flight, 0 ALS intercept. 9 total patients.

V. OLD BUSINESS:

1. Johnson County Fair & Rodeo

The Fair & Rodeo secretary requested prior to the meeting to be placed on the agenda to speak regarding the standby fee requested by the RHCD. A representative of the Fair & Rodeo Board did not attend. It was decided to write a letter to the Fair Board waiving the fee this year but to expect to be charged next year.

2. New & Old Ambulance

The new ambulance will be picked up from Golden, Colorado on Friday, June 14th. Buffalo EMS agreed to the purchase price set by the RHCD for the 2004 ambulance.

3. Ambulance Billing Contract

Karri reported changing billing companies has been delayed as we are waiting for approval from the IRS to the name change. Karri will continue with the Medicare application process.

4. Certificate of Deposit

Jim Hicks and Marilyn Connolly transferred money from the checking account to three certificates of deposit and a money market account the end of May.

5. FY 2019/2020 Budget

Marilyn Connolly and Jim Hicks presented the RHCD Budget Summary to the Commissioners. Bob McBride made a motion to approve the budget with the addition of the radio grant in the amount of 14,021. Mark Haines seconded the motion. Approved by all. The budget hearing will be at 7:00 a.m. on July 9th with the regular meeting to follow.

6. SafeTech Solutions

Jim Hicks spoke with the Wyoming OEMS regarding the scope of practice and expressed concerns the study by SafeTech Solutions will accomplish what is needed. Marilyn received the requested documents from Buffalo EMS and Michelle Chapman and will apply for the grant with the Wyoming OEMS.

7. LifePaks

Mark Haines made a motion to approve the LifePak maintenance agreement after Karri White negotiates the service contract not to exceed 22,000. Jim Hicks seconded the motion. Approved by all. Dave Harness will make contacts to try and receive a grant for a new LifePak 15.

Call for old business:

8. Standbys

Jim Hicks moved to charge \$40 per hour per ambulance for standbys for private entities that charge a gate fee or entry fee. Seconded by Mark Haines. Approved by all.

07/03/19

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

June 2019

	<u>Jun 19</u>
AMERICAN WELDING & GAS	(385.85)
AT&T MOBILITY	(36.42)
BUFFALO EMS, LLC.	(67,299.30)
Clear Creek Printers	(45.00)
CLOUD PEAK ACCOUNTING, LLC	(2,916.50)
CNA Surety	(100.00)
COMMUNICATION TECHNOLOGIES, INC.	(177.27)
CROSBY TAYLOR.	(257.32)
DIGETEKs	(426.80)
Emergency Medical Products, Inc.	(198.61)
HEALTHCARE BILLING INC.	(1,620.00)
JOHNSON CO. HEALTHCARE CENTER	(13.20)
MONTANA-DAKOTA UTILITIES CO.	(63.05)
MOTOROLA SOLUTIONS, INC.	(5,124.70)
NORCO, INC.	(145.83)
North Wyoming Insurance, Inc.	(1,136.00)
POWDER RIVER ENERGY CORP	(131.85)
RT COMMUNICATIONS	(87.72)
SHAWN SULLIVAN	(1,274.37)
STERICYCLE, INC.	(349.13)
Swede's Fire Extinguisher Service	(25.50)
TEDESKO REPAIR	(68.95)
The Office	(180.25)
TOWN OF KAYCEE	(89.10)
Verizon Wireless	(255.10)
VISA	(2,915.43)
WELLS FARGO VENDOR	(440.47)
WYOMING RETIREMENT SYSTEM	(345.00)
TOTAL	<u>(86,108.72)</u>

VI. NEW BUSINESS

1. Charge Off Request

Karri requested a policy for write offs and if she should bill the Johnson County Attorney's office for Title 25 transfers. It was discussed to contact Tucker Ruby and discuss a base line cost for reimbursement.

2. Mannequins

There are several mannequins that are not CPR compatible and not beneficial for training. Mark Haines made a motion for Josh Keegan to dispose of them as he sees fit. Seconded by Bob McBride. Approved by all.

Call for new business:

3. Vouchers

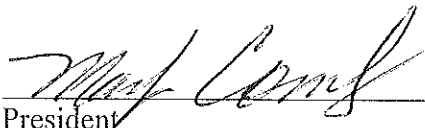
There was discussion regarding the payroll voucher presented for signature on the first of the month. Jim Hicks requested the payroll and medical insurance vouchers and checks be presented at the regular meeting. Jim presented an addendum regarding payments made to Buffalo EMS. Jim Hicks made a motion to approve the addendum. The motion died for lack of a second.

4. Work Session

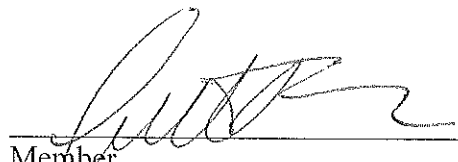
A work session was scheduled for June 25th at 5 p.m. to discuss by-laws, contracts, and policies.

Vouchers were initialed, and checks signed by the board members. Report attached. There being no further new business, Bob McBride made a motion to adjourn the meeting at 9:40 a.m. Seconded by Jim Hicks. Approved by all.

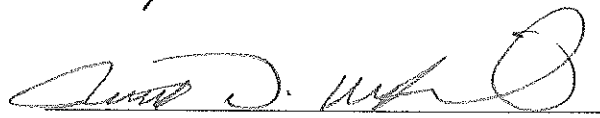
The next regular meeting will be held in Buffalo on Tuesday, July 9, 2019 at 7:00 a.m. at the County Planning Office – Buffalo.



President



Member



Secretary



Member

Treasurer

07/03/19

JOHNSON COUNTY AMBULANCE RURAL HEALTH CARE DISTRICT
BILLS APPROVED & PAID BY BOARD MEMBERS
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TOTAL	<u>(86,108.72)</u>

Jun 19
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[Signature]

Expenses by Vendor Detail

June 2019

Date	Num	Account	Paid Amount
AMERICAN WELDING & GAS			
06/11/2019	10173	Medical & Oxygen	(385.85)
Total AMERICAN WELDING & GAS			(385.85)
AT&T MOBILITY			
06/11/2019	10190	Cell Phones	(36.42)
Total AT&T MOBILITY			(36.42)
BUFFALO EMS, LLC.			
06/01/2019	10171	Insurance - Health	(14,343.52)
06/01/2019	10172	Payroll - Contract	(42,438.63)
06/01/2019	10172	Payroll Taxes	(3,885.23)
06/01/2019	10172	Deferred Compensation	(747.75)
06/01/2019	10172	Nurse Payroll	(2,884.17)
06/11/2019	10174	Ambulance Housing	(1,500.00)
06/11/2019	10174	Office Rent	(1,500.00)
Total BUFFALO EMS, LLC.			(67,299.30)
Clear Creek Printers			
06/11/2019	10175	Office	(45.00)
Total Clear Creek Printers			(45.00)
CLOUD PEAK ACCOUNTING, LLC			
06/11/2019	10176	Auditing / Accounting	0.00
06/11/2019	10188	Auditing / Accounting	(2,916.50)
Total CLOUD PEAK ACCOUNTING, LLC			(2,916.50)
CNA Surety			
06/11/2019	10191	Insurance	(100.00)
Total CNA Surety			(100.00)
COMMUNICATION TECHNOLOGIES, INC.			
06/11/2019	9990	Radios & Pagers	(177.27)
Total COMMUNICATION TECHNOLOGIES, INC.			(177.27)
CROSBY TAYLOR.			
06/11/2019	9991	Fuel / Oil / Tires	(257.32)
Total CROSBY TAYLOR.			(257.32)
DIGETEKs			
06/11/2019	10177	Miscellaneous Other Expense	(213.40)
06/11/2019	10177	Office Supplies	(213.40)
Total DIGETEKs			(426.80)
Emergency Medical Products, Inc.			
06/11/2019	9994	Medical Supplies	(198.61)
Total Emergency Medical Products, Inc.			(198.61)
HEALTHCARE BILLING INC.			
06/11/2019	10183	Collection Fees	(1,620.00)

Expenses by Vendor Detail

June 2019

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Paid Amount</u>
TOWN OF KAYCEE			
06/11/2019	9999	Utilities Water / Sewer	(89.10)
Total TOWN OF KAYCEE			(89.10)
Verizon Wireless			
06/11/2019	10185	Cell Phones	(255.10)
Total Verizon Wireless			(255.10)
VISA			
06/11/2019	10186	Education / Travel / Meals	(191.60)
06/11/2019	10186	Fuel / Oil / Tires	(1,158.07)
06/11/2019	10186	Miscellaneous Other Expense	(42.54)
06/11/2019	10000	Office Supplies	(49.39)
06/11/2019	10000	Fuel / Oil / Tires	(86.55)
06/11/2019	10000	Meals / Food on Runs	(76.46)
06/11/2019	10000	Uniforms / Jackets	(588.67)
06/11/2019	10000	Dues / Legal / Accounting	(27.97)
06/11/2019	10000	Educ / Travel / Travel Meals	(97.63)
06/11/2019	10000	Building Repairs	(549.21)
06/11/2019	10000	Radios & Pagers	(47.34)
Total VISA			(2,915.43)
WELLS FARGO VENDOR			
06/11/2019	10181	Office	(440.47)
Total WELLS FARGO VENDOR			(440.47)
WYOMING RETIREMENT SYSTEM			
06/11/2019	10187	Deferred Compensation	(240.00)
06/11/2019	10187	Deferred Compensation	(105.00)
Total WYOMING RETIREMENT SYSTEM			(345.00)
TOTAL			(86,108.72)