Johnson County Ambulance Rural Health Care District

Minutes

November 12, 2019

The regular monthly meeting of the Johnson County Rural Health Care District was held at the County Planning Office, Buffalo, Wyoming on Tuesday, November 12, 2019. The meeting began at 7:00 a.m. The meeting was called to order by President Marilyn Connolly. Present were Marilyn Connolly, Scott McBride, Bob McBride, Mark Haines, Jim Hicks, Crosby Taylor, Barry Crago, Mark Bentley, Trevor Moon, Don DeVore, Floyd Whiting, Dave Harness and Karri White. A quorum was present.

I. APPROVAL OF MINUTES OF LAST MEETING:
The motion to approve the minutes of the Regular Meeting on October 8th by Mark Haines. Seconded by Scott McBride. Approved by all.

II. VIEW AND APPROVE TREASURER’S REPORT:
Jim Hicks presented the October Treasurer’s Report for review. Motion to approve the Treasurer’s Report was made by Mark Haines and seconded by Bcb McBride. Approved by all.

III. BUFFALO REPORT:
1. Ambulance Calls
   Dave reported October had 79 ambulance calls consisting of the following: 40 medical, 17 trauma and 16 transfers; 3 nurse transfers, 1 canceled, 17 patient refusals, 7 standby, 0 codes, and 0 trauma team activation. 47 in-town calls and 32 out-of-town calls. 63 were Johnson county residents and 16 non-residents. Dave reported the EMT class is nearing the end with practical skills testing December 7th in Casper.

IV. KAYCEE REPORT:
1. Ambulance Calls
   Crosby reported there were 16 calls in October: 4 trauma, 4 medical, 5 standby, 2 public assist, 3 refusals, 2 EKG transmissions, 1 canceled, 1 Life Flight, 0 ALS Intercept. Crosby reported he spoke with our insurance agent Trevor Moon regarding the Emergency Vehicle Course. Trevor stated VFIS does not offer a premium discount but will provide the course for free.

V. OLD BUSINESS:
1. LifePak - Grant
   Marilyn was notified by the Region I Healthcare Coalition the grant for Kaycee training in the amount of $1,500 was verbally approved but the request for a LifePak 15 in Buffalo was declined.
2. **Collection Policy**
   Karri provided a written agreement for collection services by Collection Professionals, Inc. and a verbal quote by Collections Inc. There was discussion who would determine which accounts and how they would be sent to collections. A proposed policy was submitted by Michelle Chapman in Kaycee. The Board tabled the discussion until next meeting.

3. **Medical Director Agreement**
   Marilyn stated Dr. Schueler was ok with the medical director agreement presented to him by the JCRHCD. Barry Crago will review the agreement and provide his comments by the December meeting. Mark Haines made a motion that starting January 1, 2020 JCRHCD pays Dr. Schueler, not Buffalo EMS. Seconded by Scott McBride. Approved by all.

4. **Needs Assessment Study**
   Marilyn reported that SafeTech Solutions informed her they received everything they asked for thus far and might have further questions prior to the assessment draft. The confidentiality clause on Buffalo EMS financial was a concern and will be looked at further.

5. **Letters to School District and Fire District**
   A preliminary draft letter written to the Johnson County School District and Fire District was submitted by Marilyn Connolly. The letter asks the Districts to consider deeding land to the RHCD to build an ambulance barn. Scott McBride suggested the letter does not represent the board as a whole and asked to have the verbiage removed. Jim Hicks made a motion to send the letter after Marilyn removes the questionable verbiage. Mark Haines seconded the motion. Jim Hicks and Mark Haines voted aye. Scott McBride and Bob McBride voted nay. President Marilyn Connolly voted aye. Motion passed.

6. **Ambulance Barn Locations**
   There was discussion regarding possible ambulance barn locations. Dave Harness requested to be included in the search and selection of properties. Mark Haines suggested a work session or questionnaire with Buffalo EMS Director and EMTs to gather comments.

**Call for old business:**

**VI. NEW BUSINESS**

1. **Liability Insurance**
   Trevor Moon with North Wyoming Insurance gave a brief overview of the District’s insurance policy. He will have the renewal cost by next month.
2. DigeTeks
Don DeVore with DigeTeks reported the firewall is being monitored 24/7 and updated regularly. There was discussion who has access to the firewall and determined only DigeTeks have the passwords.

Call for new business:

Vouchers were initialed, and checks signed by the board members. Report attached. There being no further new business, Jim Hicks made a motion to adjourn the meeting. Seconded by Scott McBride. The meeting adjourned at 9:10 a.m.

The next regular meeting will be held in Kaycee on Tuesday, December 10, 2019 at 5:00 p.m. at the Kaycee Ambulance Barn.

President

Member

Secretary

Member

Treasurer

11/12/2019