

## FITCH-RONA EMS COMMISSION MEETING MINUTES

Fitch-Rona EMS District  
101 Lincoln St., Verona, WI  
Thursday, August 21, 2025

With a quorum present, the meeting was called to order at 7:01 PM. Roll Call Present: James Roberts, Jake Lepper, Patrick Lytle, Stephen Fusco, David Lonsdorf. Absent: Nichole Vafadari, Derek Johnson, Deb Paul, Sue Luginbuhl. Also present: Chief Patrick Anderson, Deputy Chief Jeff Dostalek, and Scott Yarbrough, Fitchburg FACTv.

**Public Comments:** None

### **Pinning of Paramedic Jessica Peters**

Jessie is filling the position being vacated by retiring paramedic, Dale Dow.

### **Review and approval of meeting minutes from July 17, 2025**

Motion by Fusco, Lepper second. *Motion carried.*

### **Chief's Report**

#### a. District Updates

July was a busy month adding to the 11% increase in call volume year to date. Mutual aid calls jumped by about 8 calls. There were 45 total last year and the district is already at 35 so far this year. The district looks at these numbers when considering an increase in staffing. There have been a lot of community events during the summer and great feedback as a result.

The Chief noted that the Aging Report is on par and we've received all payments from the district in municipal funds. The Chief discussed the unassigned fund balance. He noted that the post-retirement healthcare funds have been deposited. He noted the CD's currently held at WISC and noted increasing the reserve to 35% in the unassigned account in WISC funds.

Milestone – Carlos Waldschmidt LTE 3 years.

Chief Anderson noted that the district had the third contract negotiation meeting today. He indicated that the district is close to an agreement, but still working through the process. New paramedic, Jessie Peters, will start next week and will have about 4 days of onboarding. Her first shift will be September 2nd.

The new oxygen generator was delivered; it is installed and just waiting on the training which is scheduled next week. The district will be self-dependent with that in the very near future. Once the process is figured out, there is the potential to partner with some neighboring services for filling tanks and providing some ongoing cost-recovery for maintenance.

#### b. Update to IGA discussions

The Chief noted that the IGA was approved last week at the Fitchburg City Council. All 3 municipalities have approved. The Chief will share a copy when all signatures are complete. It is effective January 1, 2026. It has changed the funding model and will change the governance of the commission in January.

**Review and approval of accounts payable checks authorized by Chief Anderson**

Motion Roberts, Fusco second. *Motion carried.*

**Resolution 2025-6 – Approval of GASB 54**

The Chief noted that the document shows the designation of non-spendable funds. The change is in the sick leave liability which is now well funded. The sick leave funds are expected to go down in the next couple of years with 2-3 more retirements anticipated. The contract negotiation funds are listed there as well and will see that funding change with current negotiations.

Motion to approve with a change in last para to August 2025 fund balance by Lytle, Roberts second. *Motion carried.*

**Discussion and possible action on policy update – Employee Injury Reporting**

The Chief provided overview on how policies are developed, updated and approved by the commission.

The Chief emailed copies. The request is to remove it as a policy and make it a procedure. It's basically a "How to" procedure. The updated procedure is also a recommendation from the insurance company.

Some questions were asked and answered.

Motion to change from a policy to a Standard Operating Procedure (SOP) by Roberts, Fusco second. *Motion carried.*

**Discussion and possible action on policy update – Ambulance Accident Reporting**

The Chief pointed out the updates to the policy which provide more guidance to staff. It essentially notes that ALL accidents must be reported to the police as well as outlining all the things staff need to do should an accident occur. The old procedure/policy was fairly outdated.

Motion to approve policy revision by Fusco, Roberts second. *Motion carried.*

**Discussion and possible action on policy update – Drug and Alcohol Testing**

The Chief noted that the policy was updated for grammar and for appropriate language and definitions. The Chief went on to note other areas of the policy and what they mean. He also noted the various reasons why testing is done.

The Chief responded to questions and clarified information. The suggestion was made for legal review prior to approval. The Chief noted that the policy will be reviewed and brought back to the commission. Action deferred until next month.

**Other Business:**

None

**Adjournment:** Motion Roberts, Fusco second to adjourn at 7:5 PM. *Motion carried.*

The next meeting will be held on September 18, 2025, at 7 pm.

Approved:

A handwritten signature in blue ink, appearing to read "Derek Johnson", with a long horizontal flourish extending to the right.

Derek Johnson, Chair