

FITCH-RONA EMS COMMISSION MEETING MINUTES

Fitch-Rona EMS District
101 Lincoln St., Verona, WI
Thursday, April 11th, 2024

With a quorum present, the meeting was called to order at 7 PM. Roll Call Present: James Roberts, Connie Hilla, Dave Lonsdorf, Sue Luginbuhl, Derek Johnson, Brent Kyzer-McHenry, Jim Wheeler. Absent: Kate Cronin. Also present: Chief Patrick Anderson, Deputy Chief Jeff Dostalek, and Scott Yarbrough and Chad Cole, Fitchburg FACTv.

Public Comments: None

Review and approval of meeting minutes from March 21st, 2024

Motion by Lonsdorf, Luginbuhl second. Abstentions from Wheeler and Johnson due to absence from the meeting. *Motion carried.*

Chief's Report

Chief Anderson reviewed the monthly data shared in the report

The Chief reviewed the aging report. The account specialist from EMS MC will be coming for a face-to-face visit tomorrow and do a status update on the account. The Chief said he would reiterate the continued concern over the aging accounts.

The Chief noted the draft audit was completed and Johnson Block will present the report next month.

The Chief updated the Commission that he had been involved with the City of Fitchburg's application for a grant with Dane County to participate in the CARES response team from the Madison Fire Department. The CARES team is already established within the City of Madison and has two missions. One is following up with patients who are frequent EMS utilizers, or post-hospitalization, and the other is a behavioral/mental health crisis team. Fitch-Rona would not be involved in the program except for information sharing and if ambulance transport was needed.

Suggestions from McHenry that Fitch-Rona could be more proactive in developing a CARES team within the district in the future. Further discussion was had on the benefits of having a CARES team/response for patients having a behavioral crisis. The Chief said that though FitchRona wouldn't be directly involved, this is a great opportunity to see what the need truly is in our communities and for a cost-benefit look. The City of Madison program is all taxpayer-funded, and the paramedic CARES members do not staff the ambulances, so there would be a large financial impact for the district to have their own responders.

Subcommittee Reports

- a. **Personnel:** None
- b. **Finance:** None

Review and approval of accounts payable checks authorized by Chief Anderson

Motion to approve Wheeler, Second from Roberts. *Motion carried.*

Presentation and possible action of 2025 Capital Improvement Project Budget (CIP)

The Chief explained the proposed CIP for 2025-2035. There are no new additions. He reminded the commission members that the current fleet replacement program purchases an ambulance every two years, to replace one that is ten years old. The estimated cost is the cost of the ambulance, as well as most of the large pieces of durable goods that are in it, such as the cot, radios, and cardiac monitors.

He shared that he is working with two different ambulance vendors for estimated costs and was advised to increase the cost by 5% annually. He also mentioned that he is currently working on the specifications for the 2027 ambulance purchase since the current delivery times are about three years out.

Lonsdorf did ask about electric ambulances, to which the Chief responded that they are available, and elaborated on the current costs and potential implementation.

A motion was made to submit the updated CIP, as presented, to the municipalities for approval through the normal budgeting process by Roberts, second by Luginbuhl. *Motion carried.*

Review and possible action on policy update – Work Period, Wages, Overtime, and Other Compensation – Non-Represented Staff

The Chief reviewed proposed changes to the current policy. He stated that historically the non-represented staff received the same wage increases as negotiated in the collective bargaining agreement. In 2018, the CBA changed the wage scale and there was no clear increase resulting in wage increases for the non-represented staff being discussed and authorized by the personnel and finance subcommittees during the budgeting process every few years. This process has ultimately led to less than-market wage ranges for the Chief and Deputy Chief positions when compared to the two cities' public safety administration, as well as when compared to area service.

The change in the policy would adopt the non-represented wage scale as published annually by the City of Fitchburg and is kept closer to market value positions through re-evaluations on a more cyclic basis. The change would define the EMS Chief as equivalent to the Fire Chief and the Deputy Chief positions as equivalent to the Deputy Fire Chief. The justification for adopting the City of Fitchburg instead of the City of Verona is size comparison and daily staffing and operations.

This adoption would establish steps and pay-for-performance. And cost-of-living raises that could be awarded by the Chief and the Commission based on evaluations, as defined in the current system utilized by Fitchburg.

Additional changes to the policy remove overtime language that previously existed to be more in line with the Fair Labor Standards Act (FLSA) Exemption status of the non-represented positions.

The Chief stated that he would be working with Sarah Olson from the City of Fitchburg HR department to develop a performance evaluation and a packet outlining the process.

Motion to accept the changes made by Wheeler, seconded by Lonsdorf. *Motion Carried*

Review and possible action on policy update – Limited Term Employees (LTE)

The Chief explained that he removed some language to be more compliant with the current onboarding process, and he explained the proposed wage differential.

The policy change appreciates the value that a former full-time employee can bring to the district if they decide to leave their full-time position but stay employed as an LTE. Those employees would continue to earn their hourly wage as an LTE, without increases, if they stayed in good standing. Middleton EMS has recently adopted this procedure, so it is consistent with other area practices.

Motion to approve Robert, seconded by Lonsdorf. *Motion Carried*

Both policies will go into effect after the 21-day input period from the union, per the current policy on policy adoption.

Other Business:

1) None

Adjournment: Motion Roberts, Second by Lonsdorf to adjourn at 7:56 PM. *Motion carried.*

The next meeting will be held on May 9th, 2024, at 7 pm.

Approved:

A handwritten signature in blue ink, appearing to read "Derek Johnson", is written over the printed name and title.

Derek Johnson, Chair