

# Police and Fire Commission Meeting

June 6, 2016

6:30 p.m.

River Falls City Hall  
Council Chambers  
222 Lewis Street  
River Falls, WI

Police

Fire

Ambulance

**POLICE & FIRE COMMISSION MEETING**

**June 6, 2016 @ 6:30 p.m.**

River Falls City Hall  
Council Chambers  
222 Lewis Street  
River Falls, WI

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***NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM***

**Agenda**

Call Meeting to Order

Roll Call

Approval of Minutes: March 7, 2016

**Police Department**

- 1) Hiring of Ryan Bleskey
- 2) Update on hiring of Tricia Traynor, Police Services Specialist.
- 3) Resignation of Reserve Officers: Jamie Lennartson (effective April 5, 2016); Brian Sweeney (effective March 30, 2016), Jennifer Solorio (effective March 1, 2016) and Elizabeth Berres (effective January 28, 2016).
- 4) Update on Reserve Officer Hiring
- 5) Police Week Recap

**Fire Department**

- 6) All Company Business Meeting Agenda – June 6, 2016
- 7) May Run Volume
- 8) Call Breakdown
- 9) Activities & Highlights
- 10) Questions

Adjournment

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*If you have a need for a sign language interpreter or other special accommodations, please contact the Americans with Disabilities (ADA) Coordinator at 425-0900; Telecommunications Device for the Deaf (TDD) at 425-0930 at least 48 hours before the meeting.*

***Posted: 6/1/16 at 1 p.m.***



**RIVER FALLS  
POLICE DEPARTMENT**

**Office of the Chief of Police**  
125 East Elm Street  
River Falls, WI 54022  
715.425.0909

**To:** Scot Simpson, City Administrator  
**From:** Gordon Young, Chief of Police  
**Date:** May 2, 2016  
**Re:** Public Safety Monthly Report for April of 2016

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**Police Department**

**Personnel**

- April 18th – Ailene Splittgerber was promoted to a newly created position of Police Services Specialist Supervisor.

**Training**

- April 5th – Range Training – Inv. Golden, Inv. Knutson and Inv. Miller.
- April 6th – Intoximeter Recertification – Ofc. G. Lotze, Ofc. B. Posel, Ofc. K. Moore, Ofc. C. Kober, Ofc. P. Jensen, Ofc. S. Thomas, Sgt. Anderson, Sgt. Kennett and Sgt. Bangert.
- April 20th – ICS 400 – Sgt. Sather and Sgt. Bangert
- April 20th – ERU Training – Sgt. Anderson and Ofc. Moore
- April 26th – April 29th – Wisconsin Association of Homicide Investigators Conference - Inv. Golden and Inv. Knutson
- April 27th – ICS 400 – Sgt. Sather, Sgt. Anderson, Sgt. Kennett and Sgt. Bangert

**Miscellaneous**

- April 20th – School Resource Officer, Chris Gottfredsen, conducted a mock fatality traffic accident scene with RFPD, RFFD, EMS and UWRF Police.

**Fire Department**

**Run Volume**

- For April 2016, we responded to a total of 12 fire calls, which compares to 28 calls for the same period last year. Year to date is: 2016 – 66 calls; 2015 – 94 calls.

**Activities/Highlight**

- On April 16, the Red Cross used the Fire Hall as a staging point for smoke detector give away and installation. Community volunteers teamed up to install these detectors in several homes throughout our community that needed detectors.
- Doug Rudesill received the local American Legion's Outstanding Firefighter award at a banquet held on April 16<sup>th</sup>.
- The Fire Department, along with River Falls EMS & PD teamed up to present a mock car crash to River Falls High School students on April 20<sup>th</sup>, just before Prom weekend.

- 17 RFHS Students participated in Community Service Day on April 26, 2016. Students washed fire trucks to help get a feel for what it's like to volunteer in your community.
- On Saturday, April 30<sup>th</sup>, RFFD helped support the First National Bank of River Falls 5K run. Proceeds were earmarked for the purchase of a rapid deployment craft, which would primarily be used for any rescue emergencies along the Kinni.

### RIVER FALLS FIRE APRIL 2016 RUNS

#### Run Volume

- For April 2016, we responded to a total of 12 fire calls, which compares to 28 calls for the same period last year. Year to date is: 2016 – 66 calls; 2015 – 94 calls.

#### Call Breakdown

**Incident Type Report (Summary)  
From 04/01/16 To 04/30/16  
Report Printed On: 05/02/2016**

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Building fire (111)	1	8.33%	\$0.00	\$67,000.00	\$67,000.00	100.00%
	<b>1</b>	<b>8.33%</b>	<b>\$0.00</b>	<b>\$67,000.00</b>	<b>\$67,000.00</b>	<b>100.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>						
Motor vehicle accident with injuries (322)	1	8.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>1</b>	<b>8.33%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>						
Hazardous condition, other (400)	1	8.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>1</b>	<b>8.33%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>5 Service Call</b>						
Assist police or other governmental agency (551)	1	8.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>1</b>	<b>8.33%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>						
Dispatched and cancelled en route (611)	1	8.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>1</b>	<b>8.33%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>						
Malicious, mischievous false call, other (710)	1	8.33%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	3	25.00%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	3	25.00%	\$0.00	\$0.00	\$0.00	0.00%
	<b>7</b>	<b>58.33%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total Incident Count:</b>	<b>12</b>			<b>Total Est. Loss:</b>	<b>\$67,000.00</b>	

### EMS

#### Personnel Issues/Updates

- Our department has interviewed several candidates for the part time EMT positions in Prescott. We have selected Ben Prager and Ryck Roland. Ben is transitioning from a Paid-On Call to regular part time. All of our part time positions have been filled. Ryck Roland is working on completing his new member orientation and is eager to get started with our department. We are currently interviewing for additional Paid On Call positions.
- The Training Officer position has been modified to better suit our needs; The primary duty for this position will be as a duty paramedic for the Prescott station, special duties will include to serve as the Training Officer for the entire department, and Platoon Coordinator for the Prescott Platoon. The position has been posted and we have begun interviewing qualified candidates.

### **Highlights of Thank You Notes**

- Nothing new to report.

### **Vehicle/Equipment/Building Update**

- We have begun the specifications process for the next ambulance replacement.

### **Misc Info to Share**

- Our full time Medics have made the transition into the house and are getting settled. We are continually making improvements to create a functioning and positive work atmosphere.
- Our full time Medics are nearing the end of their initial supervisor training – this training is beneficial to both them and the department as a whole as we continue to restructure our current management sustainability program.
- Our department did a lot of preplanning for the April 16th activities (Pub Crawl and Motorcycle Flood Run). All five of our ambulances were staffed and we rotated personnel to cover both stations. The day ended up being quieter than expected. The preplanning helped allocate resources as needed.
- Our department participated in the UWRF Health Fair on April 13th with much success. We had our simulator on display and it was a huge hit. We had many people come by with interest and appreciate for River Falls EMS.
- On April 20th, we worked with River Falls Fire Department and Police Department and River Falls High School to participate in the Mock Crash for the high school. We were able to bring in LifeLink Helicopter Service and made a real impact on the students regarding distracted driving.
- We are getting ramped up for the upcoming summer events; we've already begun getting requests for EMS coverage for several events.

### **Upcoming events that our department is involved in:**

- National EMS Week: May 15th – 21st
- UWRF CHILD Ambulance Tour: May 21st
- UWRF Graduation



**RIVER FALLS  
POLICE DEPARTMENT**

**Office of the Chief of Police**  
125 East Elm Street  
River Falls, WI 54022  
715.425.0909

**To:** Scot Simpson, City Administrator  
**From:** Gordon Young, Chief of Police  
**Date:** June 1, 2016  
**Re:** Public Safety Monthly Report for May of 2016

A handwritten signature in black ink, appearing to read "Gordon Young".

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**Police Department**

**Personnel**

- May 12<sup>th</sup> – Ofc. Ryan Bleskey was hired as a temporary full-time police officer
- May 23<sup>rd</sup> – Tricia Traynor was hired to fill the vacant Police Services Specialist position

**Training**

- May 4<sup>th</sup> – ICS 400 - Sgt. Sather, Sgt. Anderson, Sgt. Kennett and Sgt. Bangert
- May 11<sup>th</sup> – ICS 400 - Sgt. Sather, Sgt. Anderson, Sgt. Kennett and Sgt. Bangert
- May 18<sup>th</sup> – ALERRT Training in New Richmond – Ofc. Posel, Ofc. Kober, Ofc. Rudesill, Ofc. Walker, and Sgt. Sather
- May 18<sup>th</sup> – ERU Training – Ofc. Moore
- May 26<sup>th</sup> – Policy Review/City Administrator Update/Firearms Qualification – Ofc. Pose, Ofc. Kober, Ofc. Overland, Ofc. Rudesill. Ofc. Youker, Ofc. Dohmeier, Sgt. Sather and Sgt. Anderson

**Miscellaneous**

- May 9<sup>th</sup> – SRO Gottfredson presented two (2) illegal drug presentations to 7<sup>th</sup> grade health classes
- May 10<sup>th</sup> – SRO Gottfredson presented a bike safety presentation at Rocky Branch Elementary to 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades
- May 16<sup>th</sup> – SRO Gottfredson presented two (2) underage drinking presentations to 8<sup>th</sup> grade health classes
- May 19<sup>th</sup> – SRO Gottfredson received the “White Knight” Award from the Renaissance Academy for outstanding service during the 2015-2016 school year
- May 20<sup>th</sup> – SRO Gottfredson presented a bike safety presentation at Westside Elementary for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades
- May 25<sup>th</sup> – Sgt. Denton Anderson conducted an active shooter training for BioDiagnostics (507 Highland Dr., River Falls)
- May 27<sup>th</sup> – SRO Gottfredson coordinated a picnic day for the entire safety patrol (about 275 students) at the Eau Galle Recreation Area. The children received this special day for all of their volunteer hours in safety patrol during the school year

## Fire Department

### Run Volume

- For May 2016, we responded to a total of 22 fire calls, which compares to 29 calls for the same period last year. Year to date is: 2016 – 109 calls; 2015 – 123 calls

### Activities/Highlight

- Firefighters had the opportunity to use the house at 206 Union Street for training during the month of May. Firefighters were able to simulate incident command, fire attack, search & rescue and other tactical exercises. This house is owned by the City and slated for demolition.
- Firefighters also trained on the Kinni with the recently donated kayak and Rapid Deployment Craft (RDC). This equipment will be crucial in helping with any type of river rescue.
- Chief Nelson attended leadership training with the executive team in Minneapolis. The training centered around “Smart Trust” and was led by Steven Covey, a nationally recognized expert in this field.
- Chief Nelson received his 5 year award at the City’s employee recognition meeting held on May 19<sup>th</sup>.

## RIVER FALLS FIRE APRIL 2016 RUNS

### Run Volume

- For April 2016, we responded to a total of 12 fire calls, which compares to 28 calls for the same period last year. Year to date is: 2016 – 66 calls; 2015 – 94 calls.

### Call Breakdown

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Natural vegetation fire, other (140)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Forest, woods or wildland fire (141)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Cultivated vegetation, crop fire, other (170)	1	4.55%	\$1,200.00	\$0.00	\$1,200.00	100.00%
	<b>3</b>	<b>13.65%</b>	<b>\$1,200.00</b>	<b>\$0.00</b>	<b>\$1,200.00</b>	<b>100.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>						
Motor vehicle accident with injuries (322)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with no injuries. (324)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
	<b>2</b>	<b>9.10%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>						
Hazardous condition, other (400)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Oil or other combustible liquid spill (413)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (463)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
	<b>4</b>	<b>18.20%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>						
Smoke scare, odor of smoke (651)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
	<b>1</b>	<b>4.55%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>						
Central station, malicious false alarm (714)	2	9.09%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	3	13.64%	\$0.00	\$0.00	\$0.00	0.00%
Sprinkler activation, no fire - unintentional (741)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	4	18.18%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	1	4.55%	\$0.00	\$0.00	\$0.00	0.00%
	<b>12</b>	<b>54.56%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total Incident Count:</b>	<b>22</b>			<b>Total Est. Loss:</b>	<b>\$1,200.00</b>	

## EMS

### Personnel Issues/Updates

- We are currently interviewing for additional Paid On Call and Casual positions.
- The Training Officer position has been modified to better suit our needs; The primary duty for this position will be as a duty paramedic for the Prescott station, special duties will include serving as the Training Officer for the entire department, and Platoon Coordinator for the Prescott Platoon. We began the 2<sup>nd</sup> round of interviewing potential candidates this month. We gave the candidates a training presentation assignment, and various staff supervision scenarios, and one last round with a peer review. We hope to have a decision made this week and a person takes the position during the month June.

### Highlights of Thank You Notes

- We would like the area Elementary schools both here and in Prescott for the opportunity to come speak to third graders during National EMS Week. Each year this program is expanding and more and more children and teachers are being made aware of the impact we make on this community. We cover topics such as, seatbelt safety, bike helmet safety, and general safety around the house. We've received positive feedback from the safety presentations and ambulance tours we host for the kids.
- We would also like to thank Jacob's Ladder Preschool at Ezekiel Lutheran Church for allowing us to come and give the kids an opportunity to tour an ambulance. We'd like to thank Mary Waters for setting that up.

### Vehicle/Equipment/Building Update

- We have begun the specifications process for the next ambulance replacement.

### Miscellaneous Information to Share

- National EMS Week took place during the month of May- we took time to appreciate our staff and all they do for the service and community.
- In addition to going to the local elementary schools, we also visited the UWRF Childcare Center for an ambulance tour.
- Our full time Medics have graduated from their initial supervisor training – this training is beneficial to both them and the department as a whole as we continue to restructure our current management sustainability program.
- We are getting ramped up for the upcoming summer events; we've already begun getting requests for EMS coverage for several events.

### Upcoming events that our department is involved in:

- RFPD Special Olympics Torch Run – June 8<sup>th</sup>
- Touch A Truck – June 18<sup>th</sup>
- Basic First Aid for Kids – June 21<sup>st</sup> & June 27<sup>th</sup>

## **POLICE and FIRE COMMISSION MEETING MINUTES**

**May 2, 2016**

River Falls City Council Chambers

222 Lewis Street

River Falls, WI

Call to order 6:31 p.m.

Commission Members Present: Carole Mottaz, Jean Wespetal, Gary Donath and Mark Sams

Also Present: Denton Anderson, Scott Nelson, Julie Bergstrom and Chris Gagne

Absent: Dan Vande Yacht

### **POLICE DEPARTMENT**

Approval of Minutes: Regular Meeting Minutes from March 7, 2016

**MSC Donath/Wespetal to approve the March 7, 2016 Regular Meeting Minutes as read. *Unanimous.***

Mottaz welcomed Police Services Specialist Supervisor Ailene Splittgerber to new position within the police department.

Action on Grade Step for Patrol Officer James Walker from Entry to C (effective April 12, 2016)

Sgt. Anderson explained to the Commission that he is looking for approval from them to move Officer Walker from Entry Grade Step to Grade Step C as he has completed Probation. Anderson stated the Department has received two positive letters from community in regards to Officer Walker's handling of calls and he has also assisted fire dept.

**MSC Sams/Wespetal to approve the Grade Step from C-B of Patrol Officer James Walker, effective April 12, 2016. *Unanimous.***

Information on Patrol Officer Logan Dohmeier

Sgt. Anderson advised the Commission that Patrol Officer Logan Dohmeier successfully completed FTO as of March 29, 2016. Anderson advised he came in with relatively little experience and has shown methodical decision making, is proactive and doing nice job for the Department.

Police Department Office Staff

Mottaz question the office staff positions mentioned on the monthly report and the positions were clarified on Police Services Specialist position and the newly created Police Services Specialist Supervisor position which was created to fill the vacant Administrative Assistant position recently vacated.

### **FIRE DEPARTMENT**

All Company Business Meeting Minutes – April 4, 2016

Run Volume – March and April

Chief Nelson explained that they had 21 calls in March, which compares to 25 calls for the same period last year. Chief Nelson explained that they had 12 calls in April, which compares to 28 calls for the same period last year. Year to date for March is 54 calls compared to 66 calls in 2015

April year to date call volume is 66, compared to 94 in 2015. This is running about a third less calls due in part to brush fire season in April being reduced due to rainy weather.

### Activities and Highlights

- Members reviewed and trained on wildland firefighting techniques. This training was provided free of charge by representatives from the Wisconsin Department of Natural Resources.
- Members reviewed hazardous materials response and swift water rescue during the last training of the month on Monday, March 28<sup>th</sup>.
- On April 16, the Red Cross used the Fire Hall as a staging point for smoke detector give away and installation. Community volunteers teamed up to install these detectors in several homes throughout our community that needed detectors.
- April 16 – burnt DeSanctis Park wildland
- Doug Rudesill received the local American Legion's Outstanding Firefighter award at a banquet held on April 16<sup>th</sup>.
- The Fire Department, along with River Falls EMS & PD teamed up to present a mock car crash to River Falls High School students on April 20<sup>th</sup>, just before Prom weekend.
- 17 RFHS Students participated in Community Service Day on April 26, 2016. Students washed fire trucks to help get a feel for what it's like to volunteer in your community.
- On Saturday, April 30<sup>th</sup>, RFFD helped support the First National Bank of River Falls 5K run. Proceeds were earmarked for the purchase of a rapid deployment craft, which would primarily be used for any rescue emergencies along the Kinni. Moody family, in memory of Robert Moody donated 2 person Kayak to pull RDC/supplies down river/matched by FD – Page @ Kinni Kayak sold at cost

Officially recognize Doug Rudesill for American Legion's Outstanding Firefighter award

Carole getting great feedback from high schoolers for Mock Car Crash, Thanks to Chris Gottfredsen for pulling it together

Gary Donath, DeSanctis burn – lot of community watching

1939 Ford Truck – been in shed, not run since Nelson has been here. Selling in hopes to be restored. 1920 Model T – will not get rid of – not in pristine shape, but used in parades. Hose Cart is oldest piece of machinery. Also comes out at parades

Motion Sams/Donath

### Adjournment

**Motion to adjourn at 6:49 p.m. MSC Sams/Donath. Passed.**

Respectfully submitted,

Ailene Splittgerber  
Recording Secretary

EDUCATION  
PREVENTION  
SUPPRESSION

FAMILY  
YOUR EMPLOYMENT  
FIRE DEPARTMENT

**City of River Falls  
Fire Department All Company Training  
June  
Meeting Agenda  
June 6, 2016**

Police and Fire Commission Meeting 1830 hours.

All Company Training Meeting - Call to Order at 2000 hours.  
Roll Call:

Approval of the Minutes: All Company Training Meeting  
April 4, 2016.

Secretary/Financial Coordinator Troy Malmer Report:  
There were no May Anniversaries to report. June Anniversaries of  
Nathan Baar, Jonathan Gaulke, Danny Nicholson, and James  
Rimer with 9 years of service.

**OLD BUSINESS**

1. Any applicable business.

Fire Department - All Company Training  
Meeting Agenda - June 6, 2016  
Page 2.

## **NEW BUSINESS**

1. Any Applicable business.

## **COMMITTEE REPORTS**

Administrative Rules:

Standard Operating Guidelines (SOG):

Safety:

Training:

Truck:

Equipment:

Inventory & Testing:

Public Education:

Web Design:

MABAS:

Good of the order

Chief Nelson:

## **ADJOURNMENT:**

Note: If you have a need for a sign language interpreter or other special accommodation; please call the Americans with Disabilities (ADD) Coordinator at 425-0900; Telecommunications Device for the deaf (TDD) at 425-0930 at least 48 hours before the meeting.



## RIVER FALLS FIRE MAY 2016 RUNS

### Run Volume...

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### Call Breakdown...

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**From 05/01/16 To 05/31/16**  
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<b>Total Incident Count:</b>	<b>22</b>			<b>Total Est. Loss:</b>	<b>\$1,200.00</b>	

**AMBULANCE COMMISSION MEETING**

**June 6, 2016 @ 6:45 p.m.**

River Falls City Hall

Council Chambers

222 Lewis Street

River Falls, WI

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***NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM***

**Agenda**

Call Meeting to Order

Roll Call

Approval of Minutes: March 7, 2016

- 1) Personnel Update
- 2) EMS week update
- 3) New ventilator demonstration
- 4) River Falls Days Safety Plan
- 5) Annual Report Presentation

Adjournment

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*If you have a need for a sign language interpreter or other special accommodations, please contact the Americans with Disabilities (ADA) Coordinator at 425-0900; Telecommunications Device for the Deaf (TDD) at 425-0930 at least 48 hours before the meeting.*

***Posted: 6/1/2016 at 1 p.m.***

## AMBULANCE COMMISSION MEETING MINUTES

May 2, 2016

River Falls City Council Chambers  
222 Lewis Street  
River Falls, WI

Call to order 6:51 p.m.

Commission Members Present: Jean Wespetal, Gary Donath, Mark Sams and Chris Gagne

Also Present: Julie Bergstrom

Absent: Dan Vande Yacht & Jeff Rixmann

### AMBULANCE

Approval of Minutes: March 7, 2015

**MSC Sams/Wespetal to approve March 7, 2015 Meeting Minutes as read. Unanimous.**

### Annual Report

Mottaz stated the EMS annual report was impressive, articulate and well organized. She suggested the Police Department and Fire Department follow suit and also compile annual report next year. The EMS Annual Report will be published on the website and is good for PR for the department. Julie Bergstrom stated Jeff Rixmann would like it to be approved as he has power point to go with the annual report and will be presenting it to the townships.

Sams questioned the difference between average charges vs average payments. Bergstrom stated payments vary on type of customer citing the billing company processing the payments and the cutting the cost to pay the contracted rate for Medicare and Medicaid and other insurances providers. Lifequest was the billing service in 2015 and there is a much higher collection rate with the new company. Uncollectables get turned over to Waukesha County to process.

Mottaz stated she has a few questions for Jeff to address next time such as on page three (3) the number of 911 calls between previous years and the huge increase in 2015. She would like an opinion as to why the increase.

On page six (6) she stated she was surprised by the increase in mutual aid responses to other communities. Donath stated he would like to know what accounts for the increased number in mutual aid 150 to 300 and if he anticipates gain in coming years?

It was agreed that the Commission felt comfortable in approving the annual report as provided.  
MSC Wespetal/Gagne to approve the Annual Report provided by the Ambulance Service

### Monthly Report

There were no questions for the March Monthly report

### Personnel Update

Interviewing is in process for the Prescott training officer and the ambulance service is almost fully staffed with exception of the one position.

### State Inspection

Mottaz provided kudos for passing state inspection and wanted to officially recognize Dr. Monahan for his services.

### Community Outreach

Kudos were also given in regards to impressive community outreach and involvement in addition to runs

### Review and Discussion of Proposed Emergency Medical Services Ordinance

Wespetal requested to take off of table to discuss, Donath second.

There was discussion regarding having the City Administrator (CA) control of ambulance and concern expressed regarding possible conflict of interest by CA balancing budget by cutting Director and hiring a replacement for a lower wage. Discussion regarding CA does not need to be sole hire/fire authority, Carole said that he suggested adopting similar stance to Police & Fire – have a hiring team, will be on firing team, as well. Update suggested regarding Section 2.52.050 Powers and Duties to add a section (h) stating the Board shall be represented on hiring and firing of director, similar to Police Department hiring policy. To provide consistency the Advisory Board could be same commission as Police & Fire or different. After discussion it was decided that the Commission would not be part of the firing and would allow the CA to make that decision and Mottaz stated she feels that the City appreciates the work of the Commission. Gagne suggested one or more members of the Board sit on the hiring committee. It was suggested that seven people be on the commission so adding two members to the currently appointed Commission members.

Discussion regarding amending Section 2.52.050 Powers and Duties D to add Retrenchment to state, “The board shall review the EMS service area boundary and make recommendations for boundary extensions/retrenchment.” An explanation was that if the service is mutual aiding too far of a boundary, they can recommend pulling in the mutual aid boundaries to ensure the primary area is being adequately covered.

### Discussion regarding Section 2.52.20 Manner of Appointment

The Advisory Board would commence May 1, 2016 composed of current members of the Commission who would fulfil their terms and would recommend a spot be filled by somebody from Prescott so the new area services by the Ambulance Service would be represented and one more person should be added to make the number of people on the Board an odd number. The Mayor and council must approve appointments.

Changes to be recommended to Council prior to approval of Emergency Medical Services Ordinance:

- 2.52.050 (D) Retrenchment added at end of Boundary
- Add 2.52.050 (H) Board shall provide two members on the hiring committee for the Emergency Medical Service director position.

MSC Sams/Gagne to recommending to Council to approve Emergency Medical Services Ordinance with the above changes.

### First Responder Update

First Responder program in River Falls discovered it was too expensive to renew 501(c)3 and thinking of folding that into ambulance service and giving them the equipment. Julie looking into if that is legal to do that. This program is technically under the ambulance director’s oversight.

### Next Meeting Dates

Next meeting dates will be June 6 at 6:30 p.m.

Chris Gagne was welcomed back on Ambulance Commission

### Adjournment

**Motion to adjourn at 7:4936 p.m. MSC Wespeta/Donath. Unanimous.**

Respectfully submitted,

Ailene Splittgerber  
Recording Secretary