

## **EMS ADVISORY BOARD MINUTES**

**January 8, 2018 @ 6:30 p.m.**

River Falls City Hall  
Training Room  
222 Lewis Street  
River Falls, WI

Call Meeting to Order 6:30 p.m.

Advisory Board Members Present:

Carole Mottaz, Gary Donath, Ken McNiff, Jeanne Wespetal, Jeff Bjork, Kent Kittleson, Judy Edgar

Also Present: Julie Bergstrom, Asst. City Administrator, Dave Matteson, Interim EMS Director

Advisory Board Members Absent:

None

Approval of Minutes: Regular Meeting Minutes from December 4, 2017.

MSC Jeff Bjork/Gary Donath to approve minutes. UNANIMOUS

### 1) Discussion of 2018 EMS Advisory Board Goals

Chair Mottaz led discussion regarding goals for the upcoming year. Board members expressed ideas on categories to pursue. Hiring a director was agreed upon to be the most important goal. Also discussed were goals falling under the categories outlined in Municipal Code 2.52.050 and setting up a routine schedule of review.

- A. The Board shall review the by-laws annually and when changes are needed.
  - a. After Discussion, reviewing the by-laws scheduled for the June meeting.
- B. The Board shall review the EMS Business Plan annually and make recommendations to the Common Council.
  - a. After discussion, this review was scheduled for October.
- C. The board shall approve operation policies excluding medical direction guidelines and protocols.
  - a. Lengthy discussion regarding policy vs. procedure and what parameters will be used for future changes. Current policies have previously been reviewed and approved. It was decided that the Director should have discretion to bring item that would be of concern to the Board following current practices and if citizens bring concerns regarding policies to the Board, the Board will ask Director for said information.
- D. The Board shall review the EMS service area boundary and make recommendations for boundary extensions and/or retractions.
  - a. Bergstrom brought to the Board's attention that the Prescott agreement for

- 2019 must be agreed on by June 2018. This will be discussed at April 2018 meeting.
- b. More discussion was had on working towards a more holistic approach to the service rather than separated out between River Falls, Prescott and the township, creating sustainable partnerships working in cooperation. Matteson brought to the Board's attention challenges in the region to protect the service currently provided. This topic will be discussed with the new EMS Director.
- E. The Board shall review the department's service levels.
- a. **BLS and ALS** It was agreed that continuing service is a given.
  - b. **Critical Care:** Requires investment in equipment, supplies, and staff and is important to the community. Discussion regarding:
    - Saving training costs by having trainers brought in-house under the direction of Dr. Duren rather than going through technical college. Not only will this be a cost saving but it will improve the level of training as ER doctors will be providing the training.
    - Medical Directors may write protocols that institutes a form of critical care services on a scene, prior to a patient receiving these services first at a hospital
  - c. **Community Paramedic:** Matteson described the recently state approved Community Paramedic System allowing EMS to provide short term care to people in their homes to prevent hospital re-admission through coordinating directly with the hospital. Two on staff are already licensed for this so initial training would not be needed. Matteson suggested having Dr. Duren help develop this system.
  - d. **Service Level Callout:** Chair Mottaz indicated she'd like to see conversation of level of service on runs meet the needs of the call and community, i.e. sending a critical care paramedic and multiple EMTs to a BLS call. Matteson explained that at time of dispatch limited information is available and they may not know to what extent the injuries are until they arrive on scene.
  - e. **Medicare Reimbursement:** Matteson described the reduction of 2-3% in Medicare reimbursement rates in 2018. The Wisconsin legislature will be approving the reimbursement rates for the three-year period 2019-2021 this year. Due to this reduction, an adjustment in service rates will be brought back to the Board at the February meeting.
- F. The board shall serve as the customer advocate by listening to the community members' concerns, desires and needs.
- a. Discussion regarding how to reach the Prescott community. Chair Mottaz asked if the Board Meeting Minutes go to the Prescott City Council like they do the River Falls City Council. It was suggested they do from now on along with to the town boards. McNiff indicated he brings items back to Prescott Fire & EMS commission. Brainstorming around possible ideas to increase community involvement within Prescott and surrounding community. Matteson indicated he will talk with Jeff Rixmann to be aware as he works on community outreach for the Service.

- b. Another need in Prescott is to have more AEDs, specifically would like to see one in each police squad car. Discussion followed regarding grants and the success of AED placement in River Falls. Jeff Rixmann will be asked to address this issue.
  - c. Chair Mottaz challenged the board to think of ways to build equity within the service area.
  - d. Kittleson asked if community knows how to approach Board Members with concerns. A suggestion was made to put a photo of the Board in the paper. It was decided a photograph of the EMS Advisory Board would be taken at the June meeting.
- G. The board shall meet with the Common Council annually and at other times as necessary.
- a. Bergstrom indicated this is tentatively set for September 11, 2018.
- H. The Board shall provide three members to the hiring committee for the EMS Director position.
- a. It was indicated there are three members on the hiring committee. (Carole Mottaz, Ken McNiff, Gary Donath)
- 2) Other items:
- A. Matteson advised the Board the staff has team meetings between 6 & 6:15 a.m. and p.m. The team utilizes the phone to include the staff at the Prescott station in the meeting.
  - B. Matteson also advised that the seven full-time employees have each been tasked with specific areas of authority. This has been going well, and the staff are highly engaged.
  - C. Concern was raised regarding the reported “sporadic and unreliable” service of “First Responders”. After discussion, it was decided to request the new medical director to address this. Matteson indicated that the First Responders group are not employees of the City, rather a separate group outside of River Falls EMS.

Adjournment: MSC Donath/Kittleson 8:08 p.m.

Next meeting date February 5, 2018 at 6:30 p.m.

Respectfully Submitted,



Ailene Splittgerber  
Police Services Specialist Supervisor