

June 22, 2016 Prescott Area Fire and EMS Association
Committee Meeting Minutes

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association Committee met on Wednesday, June 22nd at 7:00 pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Call to Order/Roll Call: Board Chairperson Dan Johnson called the meeting to order at 7:03pm. Present were Board Members: Robert Daugherty, Coni Gray, Lee Olson, Tricia Shearen and Greg Eggers; Prescott Fire: Chief Tom Lytle, Rich Olson; Prescott Dive Team: Josh Knutson, Howard Thompson, Ken McNiff; City of Prescott: Holly Mitchell; River Falls Ambulance: Andrew Turner; and Business owner Heath Hadler.

Changes and Corrections to Agenda: No changes or corrections.

Olson/Eggers motion to approve minutes for May 25, 2016, passed without a negative voice vote.

PUBLIC COMMENTS: Thank you letter from Eagles Point for rapid responses and assistance in repairing their fire suppression system after a pipe break. Heath Hadler was in attendance to request a reduction of his fire inspection bill. There was discussion explaining the fire inspection fee structure and the reasoning behind it. The board agrees to table the decision until they can speak directly with the Fire Inspector for his input.

Olson/Eggers motion to table a decision on the Hadler appeal until further information is obtained passed without a negative voice vote.

FINANCE: Discussion regarding changes for the 2017 budget, such as removing allocated funds for the E-dispatch application as the Department is moving with the County to 'I Am Responding'. There is a question regarding the cost of the repair of the Fire Station garage doors and where the funds were taken from. The Fire Department received the bill, but they wondered if perhaps the repair costs should have been paid by the city as they own the building and it may be considered building maintenance which is the responsibility of the city.

Gray/Olson motion to approve Fire and EMS cash balances for May 2016, passed without a negative voice vote.

Budget planning is discussed and a plan is requested to consider future radio and technology needs.

Eggers/Shearen motion to approve Budget as of May 2016 and Payables May 2016 passed without a negative voice vote.

No motion necessary for LifeQuest finance information.

CONTRACT UPDATES: The LifeQuest contract has been renewed for the existing ambulance accounts from prior to the ambulance service transition. The LifeQuest contract for Fire billing has been terminated. Fire Recovery USA, LLC is considered to take over Fire billing. They charge 20% for services and don't do collections, which gives them incentive to collect in the first billing phases. Further consideration will be needed regarding with whom to contract to do collections. It is decided that current fire accounts will remain with LifeQuest for processing as opposed to exporting the current outstanding accounts to Fire Recovery for collection. Dive Team fees will be billed as Fire billing. The contract is one year in length and can be terminated with a 30 day notice at any time.

Eggers/Shearen motion to approve entering into the contract proposed by Fire Recovery USA, LLC passed without a negative voice vote.

CHIEF'S REPORT: River Falls Paramedic Andrew Turner reports River Falls EMS has had 1000 calls this year to date. The ambulance service has hired a new training coordinator, Eric Martins who will be stationed primarily in the Prescott station. The Prescott Ambulance Station is planning an open house/family event for

the end of July to promote the service along with Fire and Police, to exhibit the emergency services vehicles, to recruit and to fundraise.

CHIEF'S REPORT: Fire-Chief Lytle reports the new lockers are in. Emergency personnel are scheduled to do a walk-through tour of the new Prescott High School on June 27th. The Fire Department is planning the annual corn feed for early August and is requesting permission from the Association to have 'adult beverages'. The Association agrees to allow 'adult beverages' for this event. The fire boat is in the water after Chief Lytle was able to negotiate an attainable slip fee. Johnson commends Lytle on his negotiations for the slip.

Dive Team items are skipped and returned to later.

OTHER BUSINESS: Representative for the River Falls EMS Advisory Board; Ken McNiff is nominated by Gray and accepts without opposition.

DIVE TEAM: Knutson presents multiple options and ideas for the Dive Team fee structure. Through much discussion a fee structure was decided upon as follows: Vehicle recovery and other mechanical type services will be charged at \$200.00 per hour with a two hour minimum. Victim recovery and standby services will be charged as a \$200.00 response fee which includes the first eight hours of service. Each hour after the initial eight hours will be charge at a fee of \$100.00 per hour with a maximum charge of \$1500.00. Service type calls which are to be pre-arranged will be broken into two categories. Government and service-supporting public entities will be allowed to request services to be considered training opportunities for the dive service members. Private party businesses, agencies or individuals will be charged \$100.00 per hour for pre-arranged services. A resolution will be organized and ready for approval at next month's meeting. In regards to funding, Knutson states that there are other Pierce County agencies willing to contribute money for the 2017 dive team budget. Knutson relays that these agencies would like some input in operational planning. It is decided that the Association will remain in control of budget, finances and business and will direct the Fire Chief to oversee the operational side of the Dive Team and as such he may confer with the Pierce County Fire Chiefs Association regarding operations. Grants are also discussed as a funding source. Truck graphics are discussed including Team Title and wording. Graphics are tabled for further discussion at the next meeting. Chief Lytle formally requests a team roster from the Dive Team so formal documentation can be completed for membership and payroll.

No other business is discussed.

NEXT MEETING: will be Wednesday July 27, 2016 at 7pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Gray/Shearen motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Holly Mitchell
City of Prescott