

Prescott Area Fire and EMS Association

MEETING MINUTES
WEDNESDAY, MAY 11, 2022

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association met on Wednesday, May 11, 2022 at the Prescott Fire Department, 260 Flora St, Prescott WI.

CALL TO ORDER/ROLL CALL: Chairperson Dan Johnson-Oak Grove called meeting to order at 7:01 pm. Members Present: Tricia Shearen-Oak Grove, Tom Oss-Prescott, Steve Most-Prescott, Coni Gray-Prescott, Mike Harriage-Clifton. Absent: Joe Rohl-Clifton. Rich Ruummele was present as incoming representative for Oak Grove, replacing Dan Johnson, with Dan Johnson as alternate as needed. A quorum is met.

Also Present: Tom Lytle-Fire Chief, Matthew Bouthilet-Allina EMS Director, Dawn Harris-Association Administrative Assistant.

Dan Johnson gave overview of the Association's activities, along with some history to Rich Rumley as he starts his participation with the group.

CHANGES/CORRECTIONS TO AGENDA: – none

APPROVAL OF MINUTES: Motion by Tom Oss to approve minutes of March 30, 2022 meeting. Seconded by Tricia Shearen. Motion passed without negative voice.

PUBLIC COMMENTS:
No public comments

REPORTS:

Fire Chief – Activity Report

- 51 pages to date, on track per previous years at this time.
- Chevron decal project is complete.
- Cell tower is down. Have not had any operating issues as of yet. This may be down a couple of months while the county replaces it.
- PFD member Mark Hawkins has stepped up to help with fire safety inspections. He has fire safety inspection experience and has completed several apartment units to date.
- Spring Fling went well. Good turn-out, still waiting on numbers. Will continue to participate and hope to grow the event each year.
- The Department wrote and was awarded a grant from Prairie Island-Treasure Island. With those funds we bought two thermal imaging cameras at approximately \$3,200 each.
- Tom spoke with Josh Knutson from the dive team. Josh has met with the dive team as well as with the Pierce County Law Chairman and has discussed working with Pierce County. The dive team is in hopes of obtaining a non-profit status. Josh would like to provide an inventory list to Pierce County. Tom advised Josh to get in touch with this board and keep current in communication. Tom noted that equipment is current.
- Question from Steve Most regarding use of dive team equipment and truck; Is it used by the fire department for anything else. Steve stated concern that the dive team has been invited

many times to come to meetings or provide information to help the Association support or help direct them and they have not attended or provided the information requested. Steve suggested that the equipment should be repurposed or sold to provide back to the fire department rather than having it sit in storage and expire. Tom Oss offers a motion to add a vote to liquidate the dive team equipment at the July scheduled meeting. Seconded by Mike Harriage.

-It is expected, per Tom Lytle, that Josh Knutson will be attending the next Association meeting for in update to their requests.

Ambulance Operations – Activity Report

-Matt will provide his report on a monthly basis in the current format per our request.

-Overall, response times are good with Prescott falling a bit short of goal. This depends on where our units are placed.

-Staffing was at premium for a short time, but we are now seeing a loss of staffing so we are watching that regarding response times.

-Allina has been assisting inner-city hospitals with transport and promise to maintain goal response times for Prescott area but wanted to give update.

-Uptick in COVID cases affecting employees as well as patients.

-EMS Week is next week, if in River Falls the EMS site will have an open cookout serving hot dogs and burgers. Stop by, check out the operation and have lunch.

-Matt requested support for a grant application to receive federal funding (base of approximately \$3000 plus .05 per capita). Matt asked if we would complete a form signed by each city/town clerk indicating per capita. It was agreed that the Association could provide that.

-Regarding communications between Pierce County and Allina EMS; we are trying something different next week using cell phone technology. We will be putting a new antenna on the Prescott tower to do some testing. The existing county infrastructure does not work with Allina's system. Matt will continue to update this Association.

Department Admin – Activity Report

-Billing and collections are current.

-In working with ImageTrend there is a high incident of errors in billing sent out as well as a few customer complaints in how they were billed. Admin requested the Association consider the office process billing without use of ImageTrend billing service. Continue use of software through the state system. This would be no cost and a savings of the 17% commission we currently pay.

-Tricia Shearen asked that we review the contract and consider any changes at future meetings.

FINANCE:

-No action on March 2022 and April 2022 budgets; no need for a motion.

OTHER:

-Dan Johnson announced it is time for election of positions within the Association. It was confirmed that Joe Rohl had not offered a nomination to be given at this meeting in his absence.

-Dan requested nominations for a Chair. Coni Gray makes a motion to nominate Steve Most for Chair. Dan asked for a vote, all in favor with no opposition.

-Dan Johnson requested nominations for a Vice-Chair. Coni Gray makes a motion to nominate Tom Oss for Vice-Chair. Dan Johnson calls for a vote, all in favor with no opposition.

-Congratulation to Steve Most, Chair and Tom Oss, Vice-Chair for the 2022-2023 year.

-Tom Oss asked that the Association continue discussions on the idea to have a full-time Fire Chief on staff. This would be looking to future need and growth of the community. It was agreed to put this on future agenda as a topic of discussion.

Next meeting date – July 13, 2022 at 7:00 p.m. Fire Station

ADJOURN: Motion to adjourn made by Coni Gray, seconded by Dan Johnson. Passed without negative voice. Meeting adjourned at 8:11 p.m.

Respectfully Submitted,
Dawn L Harris, Administrative Assistant
Prescott Fire and EMS Association
City of Prescott