

TOWN OF BARNES
EMERGENCY MEDICAL SERVICES COMMITTEE MEETING

Monday, February 8, 2016

7:00 PM in the Barnes Town Hall

Meeting Minutes

1. Call Emergency Medical Services Committee (EMSC) Meeting to Order

Guy Johnston called the meeting to order at 7:00 p.m.

2. Roll call to establish quorum and verification of public notice

Present: Guy Johnston, Rose Baldwin, Dr. Carl Heltne, Chris Webb, Tom Krob

Absent: Bill Pence, Kara Foat, Tom Renz

3. Approve the agenda

Guy asked for approval of the agenda. Motion was made by Dr. Heltne and seconded by Chris. All were in favor.

4. Approve the minutes from the previous meeting – discussion and possible action

Motion made by Chris and seconded by Guy to approve the distributed minutes. All were in favor.

5. Update the final run numbers for 2015 Barnes Ambulance data: Tom Renz – discussion

Tom R. is ill so we will delay this item to our next meeting.

6. Review and discuss any questions pertaining to the existing billing process used by Town of Barnes/Barnes Ambulance: Chris Webb

Chris distributed a summary from LifeQuest Services from November 2014. LifeQuest is the outside billing agency the TOB uses to collect for ambulance services. Additional information on the three billing phases used was attached to the document and discussed by the committee members. We noted that it would be helpful to have more information on what amounts go to intercepts for other agencies. It looks like we receive one third of what was billed on a monthly

basis. We all would like to know the total bill for ambulance services. We only know what we received and not what was billed out. In other words, what were our total charges for 2015? Chris said this is information we could get from Tom Renz and sent him an e-mail asking how much billing was sent to LifeQuest, and how the billing was broken out into categories.

Guy noted that in talking with the ambulance directors from other services we learned the following: Gold Cross has about a 50% collection rate, Iron River – 90%, Sawyer Co. – about 40% and they do their own billing, Great Divide uses someone out of Hibbing, MN and we don't know what their collection rate is. Guy was not successful in getting our survey back from Sawyer County but he did stop back to pick up an annual report from them which has much of the information we need.

Dr. Heltne asked about a coding process and if there was a periodic audit done to make sure we aren't leaving money on the table. We should also ask if there is an educational or training process on an annual basis to understand what's happening. Guy noted that Iron River takes advantage of this. Knowing more about audits and quality control would help us answer the question of whether we could better do things.

Chris has also compiled a poster size visual matrix showing all the levels of emergency care in the state of WI. It shows where Barnes is in relationship to what intermediate and paramedic levels of care would be. We all agreed this is a great tool to have. She will leave it in the town office for future use and reference.

7. Review and discuss preliminary EMS Committee report format and content: Dr. Carl Heltne

Dr. Heltne and Bill Pence worked on a draft recommendation for what a presentation to the town board would look like. We reviewed several power point slides and at this point these are only ideas for content and the words are not set. Our assignment for the next meeting is to review the slides and come prepared with comments on content and wording. Copies were sent with Chris to give to absent committee members.

8. Review and discuss EMS provider information gathered: Guy Johnston

Guy reported that there are three actionable items left to do in our data collection process:

- Meeting with Gordon-Wascott ambulance which is set for Thursday Feb 18th at 4:30 PM at their facility in Gordon. Please let Guy know if you can attend with him.
- Mason—they have not responded yet.
- Meeting with Dr. John Schultz, the medical director for Bayfield County ambulance services. Dr. Heltne will contact him and attempt to set up a meeting with him at the end of March.

Chris handed out a 2015 real estate valuation statement for Bayfield County. This information is important for when we discuss costs and comparisons across various ambulance services. Dr. Heltne discussed the possibility of having a request for proposal developed as one of our committee recommendations. This would help give the board some insight on structure and process especially in the areas of sustainability and higher level of service. Chris and Tom K. said they would look into who we might use for RFP development.

9. Set future meeting dates - discussion

We set our next meeting as **Monday, February 22nd at 3 p.m.**

10. Adjourn

Motion made by Rose and seconded by Dr. Heltne to adjourn the meeting 8:50 p.m. Motion carried.