

## SHELBY COUNTY AMBULANCE COMMISSION – January 14, 2021

The Shelby County Ambulance Commission held a meeting on Thursday, January 14, 2021 at 7:00 am at the Myrtue Hospital WEST Conference Room.

### Five Member Commission - Voting Members Present:

Barry Jacobsen (Hospital CEO)	Dr. Scott Markham (Trauma Director)
Mike Kolbe (Harlan City representative)	Gene Gettys (Harlan City Administrator)
Rick Rasmussen (Hospital Board member)	

Also Present: Nella Seivert (Medivac), Bob Seivert (Medivac), Kristy Hansen (Hospital CFO), Alex Londo (Shelby County EMA), Jordon Sanders (Shelby County EMA)

The meeting was called to order by Barry Jacobsen. Dr. Scott Markham made a motion, seconded by Mike Kolbe to approve the agenda. Motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None stated.

Nomination and election of 2021/22 Officers occurred. Dr. Scott Markham nominated Chair Barry Jacobsen, Vice Chair Rick Rasmussen, Secretary Gene Gettys. Nominations ceased. Motion was made by Mike Kolbe and seconded by Dr. Scott Markham to appoint Barry Jacobsen as Chair, Rick Rasmussen as Vice Chair and Gene Gettys as Secretary. Motion carried unanimously.

Dr. Scott Markham made a motion, seconded by Mike Kolbe to approve the minutes of January 29, 2020. Motion carried unanimously.

Kristy Hansen reviewed the audit report for year ended June 30, 2020. It was a clean audit opinion and ending cash balance was \$158,672. Rick Rasmussen made a motion, seconded by Dr. Scott Markham to approve the audit report. Motion carried unanimously.

As part of Medivac report there was discussion regarding Medivac request of service agreement contract (October 8, 2020) and follow-up communications (November 17, 2020 and January 8, 2021). These communications were provided to the Commission in advance of the meeting with the meeting packet. Nella Seivert reported Medivac has ten (10) paramedics on staff in which eight (8) of them have critical care designation. Barry Jacobsen indicated Medivac does a 'great job' and Dr. Scott Markham commented 'excellent service by Medivac.' Increasing cost of equipment and maintenance of vehicles were noted by Medivac as increasing costs of doing business. It was discussed at the meeting annual contract increase of 6% is not sustainable for the Commission. No action was taken regarding the operator agreement.

The YTD FY 2020/21 financial statement was reviewed by Kristy Hansen. It was moved by Dr. Scott Markham, seconded by Mike Kolbe, to receive the report. Motion carried unanimously. (*Dr Markham left at 7:45 a.m.*)

Proposed FY 2021/22 budget was presented by Kristy Hansen. It was moved by Rick Rasmussen, seconded by Gene Gettys to approve the budget as presented. Motion carried unanimously.

The next meeting will be set after further review of agreement and discussion with Medivac.

There being no further business the meeting was adjourned after a motion by Mike Kolbe, seconded by Gene Gettys.

Gene Gettys, Reporting Secretary

*These minutes are as recorded by the Secretary and are subject to Commission approval at the next regular meeting.*

SHELBY COUNTY AMBULANCE COMMISSION – March 16, 2021

The Shelby County Ambulance Commission held a meeting on Tuesday, March 16, 2021 at Noon (12:00 p.m.) at the Myrtue Medical Center Auble Room.

Five Member Commission - Voting Members Present:

Barry Jacobsen (Hospital CEO)	Rick Rasmussen (Hospital Board Member) *via telephone
Mike Kolbe (Harlan City representative)	Gene Gettys (Harlan City Administrator)

Absent: Dr. Scott Markham

Also Present: Nella Seivert (Medivac), Bob Seivert (Medivac), Kristy Hansen (Hospital CFO), Jordon Sanders (Shelby County EMA)

The meeting was called to order at 12:01 p.m. by Barry Jacobsen. Mike Kolbe made a motion, seconded by Gene Gettys to approve the agenda. Motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None stated.

Rick Rasmussen made a motion, seconded by Mike Kolbe to approve the minutes of January 14, 2021. Motion carried unanimously.

Barry Jacobsen highlighted changes to the Ambulance Agreement resulting from discussions with Medivac and a review by a healthcare attorney. Changes were made to clean up language in the agreement. Most notable was a change to the annual financial agreement with Medivac over the 5-year agreement. Year 1 would be 5% and years 2 thru 5 would be 3%. Future ambulance purchase costs may be reduced through re-mounting the box on a chassis. Due to growing costs in addition to the challenge of staffing volunteer units throughout Shelby County it was mentioned additional funding sources and groups may be needed. It was moved by Gettys, seconded by Kolbe, to approve the 5 year Ambulance Agreement with Medivac beginning July 1, 2021. Motion carried unanimously.

Upon review of Commission records we have been unable to locate By-Laws. County Attorney Marcus Gross created new By-Laws which are required with the 28E agreement. It was discussed that if the initial By-Laws are ever located these new By-Laws would replace them in their entirety. It was moved by Mike Kolbe, seconded by Rick Rasmussen, to approve the By-Laws of Ambulance Commission of Shelby County. Motion carried unanimously.

The next meeting was not set and will be established mid-year.

There being no further business the meeting was adjourned after a motion by Gene Gettys, seconded by Mike Kolbe.

Gene Gettys, Reporting Secretary

*These minutes are as recorded by the Secretary and are subject to Commission approval at the next regular meeting.*

SHELBY COUNTY AMBULANCE COMMISSION – December 9, 2021

The Shelby County Ambulance Commission held a meeting on Thursday, December 9, 2021, at 7:30 am at the Myrtue Hospital WEST Conference Room.

Five Member Commission - Voting Members Present:

Barry Jacobsen (Hospital CEO)

Dr. Scott Markham (Trauma Director)

Mike Kolbe (Harlan City representative)

Gene Gettys (Harlan City Administrator)

Rick Rasmussen (Hospital Board member)

Also Present: Nella Seivert (Medivac), Bob Seivert (Medivac), Kristy Hansen (Hospital CFO)

The meeting was called to order by Barry Jacobsen. Mike Kolbe made a motion, seconded by Dr. Scott Markham to approve the agenda. Motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None stated.

Nomination and election of 2021/22 Officers occurred. Mike Kolbe nominated Chair Barry Jacobsen, Vice Chair Rick Rasmussen, Secretary Gene Gettys. Nominations ceased. Motion was made by Mike Kolbe and seconded by Dr. Scott Markham to appoint Barry Jacobsen as Chair, Rick Rasmussen as Vice Chair and Gene Gettys as Secretary. Motion carried unanimously.

Rick Rasmussen made a motion, seconded by Dr. Scott Markham to approve the minutes of March 16, 2021. Motion carried unanimously.

Kristy Hansen reviewed the audit report for year ended June 30, 2021, prepared by SEIM JOHNSON. The opinion was a fair representation, in all material respects, of the cash basis position of the financial statements. Cash balance was \$158,672. Dr. Scott Markham made a motion, seconded by Rick Rasmussen to approve the audit report. Motion carried unanimously.

Medivac report was presented highlighting the increased number of calls since May of this year. Similar to other businesses there is ongoing challenge of staffing for the ambulance service. In addition, the continued lack of volunteers in the County has resulted in 84 YTD mutual aid/no local volunteer response calls. (*Dr. Scott Markham left at 8:28 a.m.*) Medivac will provide a report/white paper regarding considerations for the future operation of ambulance/EMS for Shelby County.

The YTD FY 2021/22 financial statement was reviewed by Kristy Hansen. It was moved by Rick Rasmussen, seconded by Mike Kolbe, to receive the report. Motion carried unanimously.

There was review and discussion of proposals from Arrow Manufacturing. Mike Kolbe made a motion, seconded by Rick Rasmussen, to approve the purchase of a new chassis for the 2013 squad in an amount not to exceed \$140,000. Motion carried unanimously. Rick Rasmussen made a motion, seconded by Mike Kolbe, to approve the purchase of a Stryker Power Load system for the 2017 F450 as presented, motion carried unanimously.

Proposed FY 2022/23 budget was presented by Kristy Hansen. It was moved by Mike Kolbe, seconded by Gene Gettys to approve the budget as amended due to new purchases. Motion carried unanimously.

The next meeting will be determined at a future date. There being no further business the meeting adjourned at 8:55 a.m. after a motion by Rick Rasmussen, seconded by Mike Kolbe.

Gene Gettys, Reporting Secretary

*These minutes are as recorded by the Secretary and are subject to Commission approval at the next regular meeting.*