Rusk County Emergency Services  
Meeting Minutes  
Wednesday, January 12, 2011 – 8:00 A.M.

Present: Skogen, Knops, Schneider and Willingham  
Others: Chief Deputy Hahn, Tom Hall and Mike Hraban

1. Chairman Skogen called the meeting to order at 8:00 A.M.

2. Knops/Schneider motion to approve the agenda, motion carried.

3. Schneider/Knops motion to approve the December 8, 2010 meeting minutes, motion carried.

4. Rusk County Emergency Management/Ambulance Director presentation
   A. Citizen comments/recognition – Josh Shimko submitted a letter addressing his concerns regarding an  
      ambulance billing from April 2009 and turned over to collections. The billing process has changed since 2009 and this should  
      not be a problem in the future.
   
   B. New Business
         a. Training requested: Hazmat – two (2) in the Dells; Hall attend the Governor’s Conference and  
            WEM. Knops/Willingham motion to approve the requested training, carried.
      
      Hall presented the current training and tuition payment policy and has proposed to change the policy for EMT conference and  
      training to a scale based on hours. Willingham/Knops motion to approve the proposal and review the policy in one year,  
      motion carried.

      Hall is working on an EMS/Coroner policy with the Coroner.

      Schneider requested of Hall to prepare a resolution for Non-Billable Conditions, to present to the County Board.

         b. Knops/Schneider motion to pay the bills, motion carried.

      Willingham/Knops motion to approve the monthly report, motion carried.

      2. Updates and additions – A & O Manual – EAP changes have been made and the A&O manual is an ongoing project.

      3. Hall informed the committee of the need to provide internet service at the ambulance garages for WARDS  
         reporting.

      4. EAP Program – Policy changes were distributed and discussed in reference to Chapter 8 Mental Health Crisis. After  
         this policy is finalized and everyone has reviewed it, the Finance Director will submit a copy to the County liability provider for  
         review.

      5. Bid Opening – Ambulance bids were received as follows:
         Crestline Ambulance Services: 2011 Ford van type, gas engine w/trade - $89,344.00 plus $9,994.00 down payment
         Horton: 2010 Horton Concept 3 V-10 with gas engine, does not include lettering - $118,000.00
         Ninety-four Services:
          2010 Ford Diesel w/trade - $123,131
          2010 Ford V-10 gas w/trade - $114,471
          2010 Ford Diesel w/remount - $86,483
          2010 Ford V-10 gas w/remount - $77,823
          2011 Chevy Diesel w/trade - $127,427
Hawkins will receive the new ambulance, the Hawkins ambulance will become the transfer ambulance, and the transfer ambulance will be removed from the fleet.

Knops/Willingham motion to close the bids, motion carried.

Schneider/Knops motion to table this for one month until Hall can review the bids and bring back next month.

EMT Fee Payment Contract – Hall would like to revise this contract. He will work on this and bring it back next month.

5. Rusk County Coroner presentation
   A. New Business

   1. Monthly report – Coroner Ewert does not have the December 2010 stats or any bills to present. She will provide a monthly report beginning January 2011. Ewert hasn’t found any Coroner training to attend at this time. Ewert advised her deputy coroners will be Jim Rassbach, Sherry Wallace, and Jim Barr.

   Discussion followed on the liability of the Coroner and County. Willingham/Schneider motion to recommend to Finance that during the training period, the County authorizes pay for a Deputy Coroner in addition to the Coroner on cases, motion carried. The committee authorized this action for the next week until the Finance Committee meets to officially authorize this.

6. Rusk County Sheriff presentation
   A. New Business

   1. Monthly report – Chief Deputy Hahn presented the December 2010 monthly report. The average daily inmate population was 31 and EMP was 3.

   Upcoming training requested for: Arts, Jail Officer in-service; Kaminski, BSSA; Egle, Law Enforcement Supervisor Conference; Dieckman and Ohmstead, Identify Deceptive Behavior; Majeskie, Radar training; and Gronski, Leadership Development. Knops/Schneider motion to approve the training requested, motion carried.

   One probationary part-time female dispatch/jailer was terminated. The eligibility list is expired so we will be advertising for this vacancy.

   There are a couple of high profile trials coming up in the next few months. These trials will possibly tax our staff and budget but we will be working with the Courts and Clerk of Courts office for these trials.

   The Sheriff attended various meetings. Hahn attended a meeting with the County Rural Address Coordinates committee. This will be an agenda item in February for the Emergency Services Committee, and depending on the outcome, there may possibly be a public hearing in March.

   Calls for service were reviewed. Inmate housing billed for 2010 was $37,427.98, compared to $147,969.04 in 2009. The decrease was due to loss of the Washburn contract. This will have an impact on the 2010 budget.

   Overtime expenses for 2010 were down from previous years due to scheduling adjustments for the patrol division. Some shifts were left vacant or partially filled. This cannot be done in the jail as they must be at full staff.

   Bills presented total $63,342.25. Knops/Schneider motion to pay the bills and approve the monthly report, motion carried.

   2. 2010 Annual Chaplain’s Report – Master Chaplain Elaine Smith submitted the year-end report of recorded volunteer hours. There are currently twelve active chaplains and two retired chaplains. A total of 1,437.5 volunteer hours were recorded in 2010 for jail Bible studies, jail ministering, transportation, community and officers. The Chaplains sponsor the Police Memorial Service and host the December jail holiday meal. The committee is grateful for the work and time the Chaplains donate and would like to consider some type of public recognition. Copies of their report will be placed in all the County board member’s mailbox to make them aware of this program.
3. Wearable Video Camera Project resolution – the Sheriff’s department has been awarded an $8,350 grant for small cameras that record video and audio and are worn on the officers. There is no levy to the County. Schneider/Knops motion to forward this resolution to the County board, motion carried.

4. Project Lifesaver grant resolution – this is a grant for two tracking units and transmitters and some training. Project Lifesaver is a private non-profit group that helps wanderers such as Alzheimer patients. There is no County levy. Willingham/Knops motion to forward this resolution to the County board, motion carried.

5. Squad car bids – Chief Deputy received bids from Toycen of Ladysmith and Ewald. Links in Rice Lake and a dealer in Madison did not reply. Three new squad leases were budgeted for 2011. Hahn advised the committee that the department will purchase one sedan and two SUV’s or one SUV and one truck.

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<th>Toycen price</th>
<th>Toycen annual lease</th>
<th>Ewald price</th>
<th>Ewald annual lease</th>
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Hahn will obtain prices from Toycen for a 4x4 truck and will see if Toycen can lower their price to be within the 10%. The old squads will be sold at the Hallie auto action. Willingham/Knops motion to purchase three squads with latitude on the pricing, motion carried.

7. Reports from committee members – Schneider questioned the status on the NW Regional Planning Commission. Chief Deputy Hahn will check with the Sheriff.

8. The next meeting will be Wednesday, February 9, 2011 at 8:00 AM.

9. Adjourn – Schneider/Knops motion to adjourn at 10:30 AM, motion carried.