

**DANE COUNTY DISTRICT ONE EMS
Agenda of the District One EMS Board**

Date & Time: Thursday March 21, 2024 6:30 P.M.

Location: 133 Crescent St. Mazomanie, WI

NOTE LOCATION CHANGE

Mazomanie Village Office (133 Crescent St – Mazomanie)

- I. CALL TO ORDER**
- II. PROOF OF POSTING**
- III. ROLL CALL**
- IV. APPROVE AGENDA**
- V. PUBLIC COMMENT**
- VI. APPROVE JANUARY MEETING MINUTES**
- VII. FINANCE**
 1. Approve Expenditures 8441-8475
 2. Approve January-February Financial Report
- VIII. DISTRICT DIRECTOR'S REPORT**
 1. Service/call update
 2. Dane County EMS
 3. Director Report
 - a. LTE, volunteer hires
 - b. Fulltime Lieutenant Process update
 - c. Other
- IX. OLD BUSINESS**
 1. Discussion Accounts Receivable Billing Service
- X. NEW BUSINESS**
 1. Open Discussion
- XI. FUTURE AGENDA ITEMS**
- XII. ADJOURNMENT TO NEXT MEETING OR CALL OF CHAIR**

Please note: If you need any assistance to attend this meeting, please call 795.9860 Monday through Friday between 8:00 AM and 4:30 PM so accommodations may be made.

President Gary Harrop

Duane Haag
Dan Behringer
Pam Louis-Reindl
Scott Moe
Gary Harrop – President
Tom Turk

Town of Berry
Town of Mazomanie
Village of Black Earth
Town of Vermont
Village of Mazomanie
Town of Black Earth

Posted: Mazomanie Post Office
Town of Black Earth
Village of Mazomanie
Village of Black Earth
3/15/24

Dane County District One EMS
Board Minutes
January 11, 2024

Gary Harrop opened the meeting at 6:30 PM at 316 W. Commercial St. Mazomanie.

Proof of posting – 01/05/2024

Members present; Haag, Beuthin(Behringer), Hodson(Louis-Reindl), Moe, Harrop, Turk Absent

Guests – Pete Peterson, Lori Moe, Becky Blanke, Greer Deneen, Erin Lang-Norris, Terry Barton

Motion to approve agenda Hodson/Haag all aye

Motion to approve November Minutes Moe/Hodson all aye -Haag abstained.

Motion to approve expenditures 8407-8440 Haag/Moe all aye

Motion to approve November/December Financial Report. Hodson/Moe all aye.

Gary reviewed and brought the Board up to date on the current status of the district's billing service, things have greatly improved, and he and Jim were having a phone conference on some additional questions from the service side tomorrow.

There was no longer a need for discussion re: the logging of training hours.

Motion to go into CLOSED SESSION by roll call at 7:00 PM. Hodson/Haag all aye

Motion to return into OPEN SESSION at 7:45 PM Haag/Moe all aye

The District One Board announced that it has voted to appoint Camden Parman as Interim Chief of District One EMS. Camden's duties will commence on February 1, 2024. Hodson/Haag all aye

Motion to adjourn 7:54 PM Hodson/Moe all aye.

Respectfully,
Jim Wick, Secretary

Dane County District One EMS

3/8/2024 10:36 AM

Register: People's Community Bank

From 01/01/2024 through 02/29/2024

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/04/2024			EXPENSE:Public Rela...		50.00	X		84,825.53
01/05/2024			-split-			X	33.68	84,859.21
01/05/2024			People's Community B...			X	404.16	85,263.37
01/05/2024			PCP/Flex			X	19,164.62	104,427.99
01/05/2024			USER FEES			X	225.00	104,652.99
01/08/2024			EXPENSE:Vehicle Fuel		521.00	X		104,131.99
01/09/2024	ACH	Wisconsin Employm...	Retirement Payable	Nov 2023 Retir...	885.54	X		103,246.45
01/09/2024			USER FEES			X	541.50	103,787.95
01/11/2024			USER FEES			X	33.68	103,821.63
01/12/2024			-split-	Direct Deposits	23,009.19	X		80,812.44
01/12/2024			People's Community B...	Total Payroll Tax	5,976.20	X		74,836.24
01/12/2024	8441	Abigail Veytsman	Payroll Clearing Account	Q4 Stipend	99.73	X		74,736.51
01/12/2024	8442	Wick Jim	Accounts Payable	Clean/supplies	79.36	X		74,657.15
01/16/2024			-split-			X	505.00	75,162.15
01/16/2024			People's Community B...			X	1,544.50	76,706.65
01/16/2024			People's Community B...			X	726.03	77,432.68
01/16/2024			People's Community B...			X	362.49	77,795.17
01/16/2024			People's Community B...			X	325.44	78,120.61
01/16/2024	8443	Badger Welding	Accounts Payable	3803072/3803...	186.50	X		77,934.11
01/16/2024	8444	Breunig CPA	Accounts Payable	16584	112.50	X		77,821.61
01/16/2024	8445	Brightspeed (Century...	Accounts Payable	Phone 3013828...	68.04	X		77,753.57
01/16/2024	8446	Cvikota Company	Accounts Payable	019-01022024-...	1,407.52	X		76,346.05
01/16/2024	8447	Mazo Hardware Hank	Accounts Payable	Maintenance- ...	3.49	X		76,342.56
01/16/2024	8448	MGE	Accounts Payable	Account # 410...	57.50	X		76,285.06
01/16/2024	8449	Pathways of Wisconsin	Accounts Payable	2095	100.00	X		76,185.06
01/16/2024	8450	Village of Mazomanie	Accounts Payable	Utilities	226.91	X		75,958.15
01/16/2024	8451	Visa	Accounts Payable	7152	1,163.27	X		74,794.88
01/18/2024			USER FEES			X	642.39	75,437.27
01/19/2024			-split-			X	1,370.70	76,807.97
01/19/2024			People's Community B...			X	1,823.50	78,631.47
01/19/2024			People's Community B...			X	621.61	79,253.08
01/19/2024			People's Community B...			X	469.60	79,722.68
01/19/2024			People's Community B...			X	4,868.33	84,591.01
01/19/2024			People's Community B...			X	4,965.82	89,556.83
01/19/2024			People's Community B...			X	4,631.69	94,188.52
01/23/2024			USER FEES			X	33.68	94,222.20
01/24/2024			USER FEES			X	702.76	94,924.96
01/24/2024			USER FEES			X	3,174.00	98,098.96
01/30/2024	8452	US Cellular	Accounts Payable	phone 8526346...	109.77	*		97,989.19
01/30/2024	8453	Verizon	Accounts Payable	phone 9942101...	7.02	*		97,982.17

Dane County District One EMS

3/8/2024 10:36 AM

Register: People's Community Bank

From 01/01/2024 through 02/29/2024

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/30/2024	8454	Mazo Hardware Hank	Accounts Payable	Building suppli...	17.98	*		97,964.19
01/30/2024			Undeposited Funds	Deposit		X	1,657.40	99,621.59
01/30/2024			-split-			X	856.86	100,478.45
01/30/2024			People's Community B...			X	554.63	101,033.08
01/30/2024			People's Community B...			X	1,458.50	102,491.58
01/30/2024			People's Community B...			X	69.00	102,560.58
01/30/2024			People's Community B...			X	1,045.50	103,606.08
01/30/2024			People's Community B...			X	2,966.30	106,572.38
01/31/2024			-split-	Direct Deposits	7,355.84	X		99,216.54
01/31/2024			People's Community B...	Total Payroll Tax	2,199.72	*		97,016.82
01/31/2024			Black Earth FAP Acct. ...			X	332.33	97,349.15
01/31/2024	ACH	Wisconsin Employm...	Retirement Payable	Feb 22 Retirem...	1,076.38	X		96,272.77
02/02/2024			USER FEES			*	300.00	96,572.77
02/05/2024			USER FEES			*	3,197.30	99,770.07
02/06/2024			USER FEES			*	30.00	99,800.07
02/06/2024			EXPENSE:Vehicle Fuel		486.28	*		99,313.79
02/15/2024			-split-	Direct Deposits	8,115.96	*		91,197.83
02/15/2024			People's Community B...	Total Payroll Tax	2,350.51	*		88,847.32
02/16/2024	8455	Badger Welding	Accounts Payable	3808784	91.45	*		88,755.87
02/16/2024	8456	Breunig CPA	Accounts Payable	167077	207.50	*		88,548.37
02/16/2024	8457	Cvikota Company	Accounts Payable	019-02012024-...	2,407.95	*		86,140.42
02/16/2024	8458	Dane County EMS A...	Accounts Payable	Assoc. fee	150.00			85,990.42
02/16/2024	8459	Dane County Treasurer	Accounts Payable	Invoice # 11100	557.22			85,433.20
02/16/2024	8460	EMP	Accounts Payable	Invoice #26170...	99.33	*		85,333.87
02/16/2024	8461	Mazo Hardware Hank	Accounts Payable	Building suppli...	6.99	*		85,326.88
02/16/2024	8462	MGE	Accounts Payable	Account # 410...	164.39	*		85,162.49
02/16/2024	8463	Middlesex Insurance	Accounts Payable	1023709032	3,187.00	*		81,975.49
02/16/2024	8464	Pathways of Wisconsin	Accounts Payable	2146	100.00			81,875.49
02/16/2024	8465	redline auto care	Accounts Payable	1684	241.59	*		81,633.90
02/16/2024	8466	UW Health EMS Pro...	Accounts Payable	2996014 - CPR	80.00			81,553.90
02/16/2024	8467	Village of Mazomanie	Accounts Payable	Utilities	283.85	*		81,270.05
02/16/2024	8468	Visa	Accounts Payable	7152	963.69	*		80,306.36
02/16/2024	8469	Wick Jim	Accounts Payable	Clean/supplies	52.75	*		80,253.61
02/16/2024			-split-			*	10,206.57	90,460.18
02/16/2024			People's Community B...			*	16,907.57	107,367.75
02/16/2024			-split-			*	1,372.50	108,740.25
02/16/2024			People's Community B...			*	379.21	109,119.46
02/16/2024			People's Community B...			*	677.02	109,796.48
02/16/2024			People's Community B...			*	1,458.50	111,254.98
02/16/2024			People's Community B...			*	1,162.51	112,417.49

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/16/2024			People's Community B...			*	678.69	113,096.18
02/16/2024			People's Community B...			*	3,045.50	116,141.68
02/16/2024			People's Community B...			*	570.39	116,712.07
02/23/2024			-split-			*	300.00	117,012.07
02/23/2024			People's Community B...			*	430.00	117,442.07
02/26/2024			-split-	Deposit		*	1,420.95	118,863.02
02/26/2024			-split-			*	470.70	119,333.72
02/26/2024			People's Community B...			*	606.55	119,940.27
02/26/2024			People's Community B...			*	661.01	120,601.28
02/29/2024			-split-	Direct Deposits	9,127.30	*		111,473.98
02/29/2024			People's Community B...	Total Payroll Tax	2,599.87			108,874.11
02/29/2024	ACH	Wisconsin Employ...	-split-	January 2024 R...	1,018.92			107,855.19
02/29/2024	8470	Brightspeed (Century...	Accounts Payable	Phone 3013828...	72.21			107,782.98
02/29/2024	8471	Charter Communicati...	Accounts Payable	Internet	403.58			107,379.40
02/29/2024	8472	EMP	Accounts Payable		197.66			107,181.74
02/29/2024	8473	Pomsal	Accounts Payable	shock/labor	1,304.00			105,877.74
02/29/2024	8474	US Cellular	Accounts Payable	phone 8526346...	227.20			105,650.54
02/29/2024	8475	Verizon	Accounts Payable	phone 9942101...	7.02			105,643.52
02/29/2024			Black Earth FAP Acct. ...			*	368.87	106,012.39
02/29/2024			-split-			*	1,000.00	107,012.39
02/29/2024			People's Community B...			*	89.00	107,101.39

9:09 AM

03/11/24

Accrual Basis

Dane County District One EMS
Balance Sheet
As of February 29, 2024

	<u>Feb 29, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
PCP/Flex	3,201.14
Black Earth FAP Acct.	7,788.26
People's Amb/Replacement Acct	175,017.94
People's Community Bank	108,837.89
Total Checking/Savings	294,845.23
Accounts Receivable	
Patient Fees	14,275.53
Total Accounts Receivable	14,275.53
Total Current Assets	309,120.76
TOTAL ASSETS	309,120.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Retirement Payable	1,056.74
Total Other Current Liabilities	1,056.74
Total Current Liabilities	1,056.74
Total Liabilities	1,056.74
Equity	
Unrestricted Earnings Acct	149,968.14
Restricted Ambulance Fund	175,017.94
Net Income	-16,922.06
Total Equity	308,064.02
TOTAL LIABILITIES & EQUITY	309,120.76

Dane County District One EMS Profit & Loss Budget vs. Actual January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Income				
WRITE OFFS TOTAL				
State Collections Service	0.00	0.00	0.00	0.0%
Write Off Service/Other	-17,461.05	0.00	-17,461.05	100.0%
Write-off Medicaid/ Medicare	-1,251.50	-184,500.00	183,248.50	0.7%
Total WRITE OFFS TOTAL	-18,712.55	-184,500.00	165,787.45	10.1%
Income				
Collections	0.00	0.00	0.00	0.0%
FUNDING ASSISTANCE (FAP)	0.00	6,300.00	-6,300.00	0.0%
INCOME				
Donations				
Grant Income	1,505.00	22,000.00	-20,495.00	6.8%
Medicaid Reimbursement from Wis	0.00	0.00	0.00	0.0%
Interest Income	0.00	2,000.00	-2,000.00	0.0%
Levy Income	2,027.12	9,750.00	-7,722.88	20.8%
Misc Income	41,579.98	298,872.00	-257,292.02	13.9%
	1,045.86	944.00	101.86	110.8%
Total INCOME	46,157.96	333,566.00	-287,408.04	13.8%
USER FEES				
Collections (SCS)	0.00	0.00	0.00	0.0%
USER FEES - Other	35,605.03	410,000.00	-374,394.97	8.7%
Total USER FEES	35,605.03	410,000.00	-374,394.97	8.7%
Total Income	63,050.44	565,366.00	-502,315.56	11.2%
Gross Profit	63,050.44	565,366.00	-502,315.56	11.2%
Expense				
BUILDING				
Utilities	732.65	5,200.00	-4,467.35	14.1%
Insurance	0.00	2,160.00	-2,160.00	0.0%
Maintenance	307.82	3,000.00	-2,692.18	10.3%
Total BUILDING	1,040.47	10,360.00	-9,319.53	10.0%
EXPENSE				
Medicaid Reimbursement	0.00	2,000.00	-2,000.00	0.0%
Public Relations	328.52	250.00	78.52	131.4%
Appreciation Dinner	0.00	950.00	-950.00	0.0%
CPR Recerts	80.00	0.00	80.00	100.0%
Defibrillator	0.00	1,925.00	-1,925.00	0.0%
EMT Stipends	18,334.00	42,250.00	-23,916.00	43.4%
Infection Control	0.00	500.00	-500.00	0.0%
Infectious Director	0.00	3,600.00	-3,600.00	0.0%

Dane County District One EMS Profit & Loss Budget vs. Actual January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Insurance				
R28/Vehicle	0.00	2,500.00	-2,500.00	0.0%
Bond	0.00	100.00	-100.00	0.0%
Liability Insurance	0.00	3,375.00	-3,375.00	0.0%
Work Comp	3,187.00	3,000.00	187.00	106.2%
Total Insurance	3,187.00	8,975.00	-5,788.00	35.5%
Insurance Refunds	0.00	0.00	0.00	0.0%
Medical Supplies	1,256.88	6,500.00	-5,243.12	19.3%
Mileage	0.00	55,250.00	-55,250.00	0.0%
Mutual Aid	0.00	4,400.00	-4,400.00	0.0%
Newsletter	0.00	0.00	0.00	0.0%
Office Supplies	1,871.39	4,100.00	-2,228.61	45.6%
Professional Services	3,815.47	22,550.00	-18,734.53	16.9%
Radio Purchase	0.00	0.00	0.00	0.0%
Grants/Radios	0.00	0.00	0.00	0.0%
Radio Purchase - Other	0.00	0.00	0.00	0.0%
Total Radio Purchase	0.00	0.00	0.00	0.0%
Radio Repair	0.00	400.00	-400.00	0.0%
Telephone	894.84	3,800.00	-2,905.16	23.5%
Training Supplies	91.46	2,500.00	-2,408.54	3.7%
Vehicle Fuel	1,007.28	6,400.00	-5,392.72	15.7%
Vehicle Repairs	1,829.21	1,000.00	829.21	182.9%
Total EXPENSE	32,696.05	167,350.00	-134,653.95	19.5%
FAP				
Misc	1,660.00	0.00	1,660.00	100.0%
EMT Training Books/Tuition	0.00	6,300.00	-6,300.00	0.0%
Total FAP	1,660.00	6,300.00	-4,640.00	26.3%
Payroll Expenses				
Workers Comp	0.00	3,000.00	-3,000.00	0.0%
Dental	0.00	1,680.00	-1,680.00	0.0%
Wage	39,049.94	311,750.00	-272,700.06	12.5%
Wage Taxes	4,125.99	26,163.00	-22,037.01	15.8%
Retirement	1,400.05	18,613.00	-17,212.95	7.5%
Health Insurance	0.00	23,150.00	-23,150.00	0.0%
Total Payroll Expenses	44,575.98	384,356.00	-339,780.02	11.6%
Total Expense	79,972.50	568,366.00	-488,393.50	14.1%
Net Income	-16,922.06	-3,000.00	-13,922.06	564.1%