

Minutes LMC Meeting – April 2021

THESE MINUTES ARE BEING POSTED UNAPPROVED
AT THE NEXT MEETING THESE MINUTES WILL BE APPROVED
THE APPROVAL PROCESS MAY CHANGE SOME SENTENCE STRUCTURE OR
WORDS, BUT SHOULD NOT SIGNIFICANTLY CHANGE THE CONTENT

Minutes of the Regular LMC Meeting of April 29, 2021

Present: Kevin Miller, Brett Hopper, Jeff Czyson, Dave Matteson, Albert Reiff, Angie Fox, Matt Miron, Anne Handahl, Amanda Layne, Ron Gray, Bradi Larson, Aaron Florin, Dan Seiberlich, Jeff Lanenberg, Scott Tomek, Mike Oliverius and Jodi McKusik.

Minutes taken by Amanda Layne.

Meeting called to order at 1333.

Minutes from February 2021 meeting approved as submitted.

AHEMS Updates

Finances

The operating income for March 2021 was \$2,100,000 which was \$1,407,000 ahead of plan. Year-to-date Net Operating income is at \$2,662,000 which was \$689,000 ahead of plan. Net revenue was \$1,222,000 ahead of plan, total salaries were \$69,000 ahead of plan and non-salary expenses were \$117,000 ahead of plan. Billed transports were favorable to plan by 1,232.

****Every year AHEMS creates a budget to guide operations and provide expectations for recapitalization of the organization. When you hear us use the term “behind plan” this refers to the fact we are performing at a rate that will leave us short of our established goal. This does not mean we are losing money; we’re just not making the amount we targeted before January 1st. Likewise, the term “ahead of plan” refers to the fact we are doing even better than was predicted which is a wonderful situation!****

Broadway Update

We are moved in officially and have sold Forbes. They are working on moving STS to Broadway from Grand and will keep Unity as report to work location.

IAEP 167 Updates

No updates at this time.

Committee Reports

Staffing Committee

Staffing committee met on April 20, 2021. There was a discussion on updating the open shift algorithm. A small group will meet to go over the algorithm, clarify and bring it back to next meeting. The Spring/Summer 2021 bid will start the week of July 5, 2021.

Safety Committee

Report from Tomek. There was a period that we had no one out on COVID leave and now the dispatch center is getting hit hard. They are working on CO2 monitors for the first in bags. The new mega movers should be coming in the next month. These are the ones that can be used by hoist lifts. Ergonomic specialists are out looking at different aspects of our job. They were at Cambridge looking at seats and other areas. They are getting a better understanding of how we operate. We were moved up on the list for security and OSHA checks with Kyle. Self-defense/best practice guideline is in process and went to legal. It was approved and met with Delo and Gensmer to create education for possibly Fall. There has been a safety concern at New Ulm Hospital with an individual in that staff out there has been alert about it and working with security in that area. TXA will be placed on the trucks soon and protocols have been updated in the app.

Communications/Operations Committee

Report from Aaron Florin. They have renamed to Communications/Operations Core Committee. Aaron met with Haley to work on focus and goals. The committee will now meet on a monthly basis. They will be posting meeting minutes, discussion questions and responses and an email address for the committee. They have expanded and added members from Interfacility and West Regions. They met last week and set up a charter. Looking to be an opportunity to address issues and create a larger understanding.

Rumor Control

Hastings

Dr. Duren has taken over medical direction for Hastings EMS. We do a lot of mutual aid for them and has increased recently. We will be doing more critical care transfers for them. We have no interest in taking over Hastings.

Pediatric Patients

Rumor that we will no longer be intubating pediatric patients. This is not true.

Standing Reports

Managers doing union work report

There were 24 hours reported for the month of April 2021 and 78.5 hours reported for March 2021.

Outsourcing Report

There was \$6,011.52 reported of outsourced work for the month of March 2021.

Action Item Review

Employee Relations

Information was sent out after last LMC meeting via email.

Update Committee Charters

Kevin will be updating charters for all committees and then will identify open positions on committees. Kevin has check on whether template has been updated. This will stay on the list.

Back Machine/Fitness Group

The group is looking at some consolation time with nutritional chef for ideas for EMS. This can be cleared from Action Items and added to committee reports as Wellness Committee. They are also looking at exercise equipment that could be used in the trucks or at the bases along with an app that

would demonstrate how to use them. They are also looking at meal prep cooler that could be purchased with options money through Aspen Mills.

Uniform Policy Revision Workgroup

Kevin has a draft that is working on. Needs to add pictures and possibly looking at different shirt options.

New Business

Patient Feedback Policy

This was written primarily for leadership side but does have a staff side piece. NRC is the company that provide the surveys. They ask two questions and then have a place to write comments. The surveys are generated out of Image Trend and not Epic. The validity field will be turned on for email.

Uniform Policy

Updated policy presented and review. There were some corrections and suggestions made. The policy will be cleaned up, clarifications added and photos added.

Tuition Reimbursement Changes

There is no separate check due to the change to Work Place. It is placed on next pay check. There was a question about if it is taxed and it is not per policy.

Full Time being paid at 39.33 not 40

This may be due to employees not staying for their 20 minutes after shift or if they did not bid all 13:20 shifts. There have been no changes to Kronos and nothing is rounded down.

Split FTE 0.5 Medic and 0.5 EMT

There is interest in this possibility and whether it is possible. There are questions about weekend requirements, uniforms and other issues. Management is looking at possible system transfer trucks and power trucks for next bid. Operations will continue to work on this.

Ending Pagers in the Metro

We have a desire to get rid of pagers. This has already been done in West Regions and River Falls. We would like to do the same in the Metro. The bill for pagers per month is \$3,000. We can add personal number to CAD and then you will get pages to your cell phone. It is optional and for those that don't want it and the pages can be sent to the truck phone. We are looking to switch out hopefully mid-summer.

Next Meeting Date:

May 27, 2021 at Mounds View Conference Room at 1330.

Adjourned at 1558 hours.