

Minutes LMC Meeting – May 2023

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AT THE NEXT MEETING THESE MINUTES WILL BE APPROVED
THE APPROVAL PROCESS MAY CHANGE SOME SENTENCE STRUCTURE OR
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Minutes of the Regular LMC Meeting of May 25, 2023

Present: Kevin Miller, Scott Nisbit, Aaron Florin, Ron Gray, Dave Matteson, Amanda Layne, Brett Hopper, Jeff Czysen, Angie Fox, Jodi McKusick, Nathan Layne, Matt Miron, Albert Reiff and Anne Handahl.

Minutes taken by Amanda Layne.

Meeting called to order at 1340.

Minutes from April 2023 meeting approved as submitted.

AHEMS Updates

Finances

AHEMS operating income for April 2023 was \$1,440,000 which was \$533,000 ahead of plan. Net revenue was \$890,000 ahead of plan, salary expenses were \$414,000 behind plan and non-salary expenses were \$59,000 ahead of plan. Billed transports were behind plan by 307. Gross charges were ahead of plan by \$294,000, salaries and benefits were behind plan by \$416,000 utilities and maintenance were ahead of plan by \$17,000 and bad debt was ahead of plan by \$214,000.

****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!****

IAEP 167 Updates

None at this time.

Committee Reports

Staffing Committee

Report given by Jodi. They are currently interviewing for the open staffing position. The pre-bid meeting is scheduled for June 12. We are working on LOU for the ALS/BLS job class combine going forward. Staffing is recommending to leaders to keep schedules as is for the next bid. There are three that still need to be trained for alternative response, otherwise training will be completed in the next few weeks.

Safety Committee

Report from Scott, read by Kevin. Pepper ball process is in development stage. EVOC redevelopment is development stage. Mega mover moving slowly towards United. Anyone interested in personal safety device should speak with their leader.

Communications/Operations Committee

Report given by Aaron. Nothing to report at this time.

Wellness Well Being Advisory Committee

Report given by Jeff. Will be leaving this meeting to attend committee meeting. They will be discussing Nursing Mother policy.

Rumor Control

None at this time.

Standing Reports

Managers doing Union Work Report

There were 209.25 hours reported for April 2023.

Outsourcing Report

There was \$11,628 reported of outsourced work for the month of April 2023.

Action Item Review

Dispatch Visits

This has not started as of yet.

Fitness Group

Jeff has sent out requests and have has some show interest. More next meeting.

Termed Employee Communications

Kevin will be looking into this.

Crash Timelines and Discipline

This has been changed and is working well. This is complete and will be removed from list.

Personal Safety/Self Defense

This is a subgroup and the project is moving slowly. We are hoping to see something by the end of the year. Kyle has been looking into some of this and system is still working on education on this for Allina wide. We are looking on training models for us while we are waiting on system.

Radio Policy

Kevin will follow up on the Radio Policy and report back next meeting.

Safety Break

This process has been implemented. They sups are supposed to checking in with crews that have been past halfway mark and hit the UHU. They are still looking and watching this. Kevin is reaching out to leaders to watch this.

Base Posting Locations for South Metro

Albert and Kurt spoke about this. There could be some adjustments made while we wait for Station 4 to be completed.

New Employee Bios

New employee will write their bios on computer day. These will be collected and shared through social media, command boards and email across AHEMS.

New Business

Metro Special Event Staffing Policy

Special events historically were supposed to be above and beyond FTE. This policy would allow for special events that are productive time, it can be counted towards work agreement. Edits were discussed and changed. Jodi will check into why Aladtec does not send award shift messages.

Light Duty Policy

The policy was cleaned up and approved. It will be sent out to staff soon.

Overtime Calculations

Overtime is calculated by using the Average Rate Method. You can google how this method works and will bring you to the department of labor fact sheet. It uses all rates for an employee to calculate overtime rate. It is never less than time and a half and is usually more than time and a half.

Student Ride-Alongs

There was a question about the rider policy because there were 17 year olds doing ride time with a mentor. There was an impression that there was a policy that all riders must be 18 years old. However, Nathan followed up with talent acquisition and corporate for a policy. There is no policy and they are able to ride under the age of 18 if a parent signs for background check to be completed. We are discussing as a division whether we want to have our own policy and what age to require.

Canterbury Downs

We are working on creating a contract with Canterbury for a medic which would be similar to Elk River. There has not been a lot of information about it. Shifts for this special event start this weekend.

Next Meeting Date:

June 29, 2023 at Mounds View at 1330.

Adjourned at 1514 hours.