**Minutes LMC Meeting – March 2024**

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 March 28, 2024**

Present: Kevin Miller, Amanda Layne, Albert Reiff, Jeff Czyson, Niki Fortune, Scott Tomek, Dustin Hadley, Anne Handahl, Angie Fox, Aaron Florin, Dr. Duren and Ron Gray.

Minutes taken by Amanda Layne.

Meeting called to order at 1335.

Minutes from February 2024 meeting approved as submitted.

**AHEMS Updates**

Finances

AHEMS net revenue for September was $325,577 behind target, salaries were $284,008 ahead of target, net revenue was $562,698 behind target and operating costs were $537,843 ahead of target. Year to date operating income were ahead of target by $752,071 and other revenue was $330,711 behind target. Bad debt was $237,120 behind target.

\*\*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

This has been tabled until next meeting.

Safety Committee

Report given by Scott. OSHA mock walk through will be happening soon. Preventable crashes are down this year. The committee is looking for new members. Masking has been stopped unless the patient is high risk. Education will be adding night ACLS classes and more PALS classes. They will also be trialing requiring online education to be completed prior to the start of in person classes.

Communications/Operations Committee

On pause at this time.

Wellness Well Being Advisory Committee

Report given by Jeff. Contacted by other organizations about what we do for our Wellness team because they are looking to start a wellness program.

**Rumor Control**

None at this time.

**Standing Reports**

Managers doing Union Work Report

There was no report available at time of meeting. Kevin will post report to PowerDMS when it is available.

Outsourcing Report

There was total of $32,720 reported of outsourced work for the month of February.

**Action Item Review**

Language Line

The list of apps has been completed. They are working on adding the list and instructions into CAD.

Personal Safety/Self Defense

This will be included in mandatory education training next session.

EMMA Computer Connections

There have been issues with computers and Wi-Fi issues when leaving hospitals. There was also a question about logging out of Image Trend after three hours and if that could be extended. There is a ticket in for this issue but there is no update at this time.

**New Business**

LOU 3

This LOU was signed today. This will extend the bonus pay. This LOU cleaned up some language from the previous and was extended through December 31, 2024.

Employee Retention

Jeff and his team are working on this. They are now going to assign and operational leader to new employees along with Bethany. We are losing 40 percent of new staff in the first year. Management is hearing a lot of animosity between job classes. Management would like to work with the Union about ways to increase retention

Chase Car

This is something that we have done a few times and are working on a policy. This is a big push from the state for rural EMS in Minnesota.

Video Intubation

There was a question about whether the crew can review the video after the call and not just through the QA/QI process. They want to keep it under the office of education/quality to ensure that the video is protected. Crews can join a meeting via Teams every Wednesday to review any video that they were a part of.

**Next Meeting Date**:

April 25, 2024 at Mounds View at 1330.

Adjourned at 1545 hours.