**Minutes LMC Meeting – April 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 April 25, 2024**

Present: Kevin Miller, Amanda Layne, Albert Reiff, Jeff Czyson, Jodi McKusik, Scott Tomek, Matt Miron, Niki Fortune, Dustin Hadley, Anne Handahl, Aaron Florin, Scott Nisbit, Kyle Kiminski and Ron Gray.

Minutes taken by Amanda Layne.

Meeting called to order at 1335.

Minutes from March 2024 meeting approved as submitted.

**AHEMS Updates**

Finances

AHEMS for March was $397,449 behind target, salaries were $552,171 ahead of target and operating costs were $957,686 ahead of target. Year to date operating income were ahead of target by $752,071 and other revenue was $330,711 behind target. Gross charges were $2,612,611 behind target. Billable transports were off target by 1,034. RCM is behind due to the transition over to Optum.

\*\*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**

Contract Negotiations

The members should be voting on the contract later this week.

**Committee Reports**

Staffing Committee

Report by Jodi. We are working on robust onboarding. The fall bid outline is attached. May will be focused on pre-bid and getting schedules in. Discussion about shifts being changed without notification. Staffing will look into this further.

Safety Committee

Report given by Kyle. We are working on getting our yearly fit testing started for each region. OSHA walk throughs have started. Mounds View passed. We are still looking for more employees for the safety committee. Working on reducing employee injury as well.

Communications/Operations Committee

On pause at this time.

Wellness Well Being Advisory Committee

Report given by Jeff. Zero Proof April has been rolled out. We have heard positive feed back.

**Rumor Control**

None at this time.

**Standing Reports**

Managers doing Union Work Report

There was 247.75 hours of managers doing union work for the month of March 2024.

Outsourcing Report

There was total of $1,678 reported of outsourced work for the month of February for outside vendors and -$1,692 for body work.

**Action Item Review**

Language Line

The list of apps has been completed. They are working on adding the list and instructions into CAD. This should be completed this month.

Personal Safety/Self Defense

This will be included in mandatory education training next session. Security will be doing a workshop with our instructors for education.

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. IT is working on this.

Video Scopes

A list has been compiled for each area and will be posted somewhere for everyone to reference.

Chase Car

No updated and has been paused.

ALS Intercept

No updates at this time. Bloomington sends a copy to the cloud and we can pull down the copy. Currently when send a chart to the cloud, it is the whole chart.

**New Business**

Bike Team Policy

The policy was posted in PowerDMS for review prior to the meeting. The policy has been approved by LMC and has moved onto the next step of approval.

Retention Committee

This would be a group of employees from all areas that would come together to work as a group. There would be facilitator training and they are looking for this to be paid time.

Handtevy

Many new employees are asking how to put Handtevy on their phones and use it. Nothing has actually changed. The cost has increased but we decided to keep it. They should be introduced to Handtevy during the academy and it is also on the AKN. Some employees did not want it on their phones and use it on the truck phones. Information on this will be moved to PowerDMS.

Tardy and Radio Policy Clarification

There are two “tardies” punching in versus checking in with dispatch. There is confusion about which is counted for occurrences. Czyson will look into this further.

Buffalo and Cambridge Staff working in the Metro

There is casual staff in these areas that are not able to pick up metro shifts. Staff that have been hired as casual in the Cambridge and Buffalo will not be able to pick up shifts in the metro until they are trained. They are working on an onboarding procedure for the casual employees in these areas.

**Next Meeting Date**:

May 30, 2024 at Mounds View at 1330.

Adjourned at 1508 hours.