**Minutes LMC Meeting – June 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 June 27, 2024**

Present: Kevin Miller, Albert Reiff, Brett Hopper, Amanda Layne, Scott Tomek, Anne Handahl, Angie Fox, Jeff Czyson, Carol Frazee, Scott Nisbit, Bethany Worm, Aaron Florin and Ron Gray.

Minutes taken by Amanda Layne.

Meeting called to order at 1332.

Minutes from May 2024 meeting approved as submitted.

**AHEMS Updates**

Finances

AHEMS net revenue for May was $866,038 ahead of target and salaries cost were $188,695 behind target and operating costs were $324,114 behind target. Gross charges were $4,252,000 ahead of target for the month and $5,215,000 for the year. Billable transports were ahead of target by 1,709 for the month.

\*\*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

No report at this time.

Safety Committee

Report given by Scott. We have been working on CEVO driving for regions and new academies. We are also working on remediation on non-preventable crashes, which we have many. We are at 1.82 per 100,000 miles driven compared to 2.1 last year. We will be working on more clarification from the system when hospitals go on lock down. We should be getting more notifications which we haven’t been. We are working on finishing up GeoTab database. Also working on mega mover expansion. We are working on security issues with the summer months around Grand, which is a common issue when the weather turns warm. We are very close to being able to record M&Ms and post them in Prodigy.

Communications/Operations Committee

On pause at this time.

Wellness Well Being Advisory Committee

Report given by Jeff. The chaplains have stated that the information that they will now be receiving is limited due to privacy and other concerns so employees should be understanding that if they call it will be more general unless the employee opens up about the call. Dr. Duren has a new therapy dog named Kimber and she is still learning so this means to not approach while she is in the office. The survey went out, but we have not received results yet.

**Rumor Control**

None at this time.

**Standing Reports**

Managers doing Union Work Report

There was 434.5 hours of managers doing union work for the month of May 2024.

Outsourcing Report

There was total of $1,576 reported of outsourced work for the month of March and $4,034 reported for the month of April.

**Action Item Review**

Personal Safety/Self Defense

This is happening at Mandatory Education for Spring 2024.

Language Line

The list of apps has been completed. This has been added to CAD and working on including it in Elite as well. This information will include links to instructions and the apps.

EMMA Computer Connections

There have been issues with computers and Wi-Fi issues when leaving hospitals. This is an issue between Panasonic, our router and the network. They are working on having the router be primary. Image Trend will be boot you out after four hours and that is a safety issue and we won’t be able to change it.

Union and Management Retention Committee

This will be a next quarter launch.

Chase Car

We are hoping to have something on this for next meeting to look at.

ALS Intercept

Scott has a meeting with Matt and will bring more information next month.

**New Business**

Policy review

This is being completed Power DMS.

Contract Implementation

Back pay will be on the July 5 check.

Staffing assigning people to Shifts

The scheduling of FTOs and new employees has transitioned from Crystal back to staffing and there has not been as much information when shifts change. This has been addressed with staffing. There have been occurrences of other staff having their schedules changed and there have been no notifications to the employee. Jeff will work with Jodi to see if we can have some changes made to Aladtec so be able to separate out our notifications and to be able to notify changes in schedule. This will be added as an Action Item.

Truck 5522 Set Up

This truck is set up differently than the other trucks. This truck was a COVID surge purchase and it is different from the other fleet. Pat and Erik will be looking at the set up and will be looking at possible changes. They are open to suggestions from employees.

Role of Regional Training Officers/Clinical Coordinators

These roles have adapted over time to include other duties as assigned and each role has changed. Going forward as “clinical coordinators” no longer exist, education will be sending educators along with Crystal for onboarding new employees. Clinical Coordinators in the Regions are now considered Regional FTOs. This will also consolidate onboarding to the same across the system. Some bases are doing their own chart reviews and narcotics audits which what they had been doing but may need to change. This all needs to be reviewed by management. This will be added as an action item.

Rescheduling August Meeting

The meeting is right before the holiday. It will stay on the calendar for now but unless there are issues we will consider it cancelled.

Recognition

Recognition for births and cardiac are still happening. Quality keeps track of this. Czyson and Baker are also working on this.

**Next Meeting Date**:

September 26, 2024 at Mounds View at 1330.

Adjourned at 1500 hours.