**Minutes LMC Meeting March 2025**

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 27, 2025**

Present: Albert Reiff, Brett Hopper, Amanda Layne, Brian Nord, Dave Matteson, Matt Miron, Jodi McKusick, Niki Fortune, Angie Fox, Anne Handahl, Bethany Worm, Kurt Weidner, Scott Nisbit, Amy Gulbranson and Ron Gray.

Minutes taken by Amanda Layne.

Meeting called to order at 1344.

Minutes from February 2025 meeting approved as submitted.

**AHEMS Updates**

Finances

AHEMS net revenue for February was $958,000 ahead of plan and operating costs were $176,000 ahead of plan. Gross revenue was $2.9 million ahead of plan for the month. Discounts were $1.9 million ahead of plan and bad debt was $245,000 more than planned for the month. Overall performance for February was $176,000 ahead of plan and year to date we are $776,000 ahead of plan.

\*\*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**

Annual Board of Director election was held at the end of February. Albert Reiff was re-elected as Vice President, Amanda Layne was re-elected as Secretary, Amy Gulbranson was elected as Treasurer, Matt Dione was elected as District Vice President Metro Paramedic, Scott Olson was elected as District Vice President Cambridge, Roman Hagen was elected as District Vice President New Ulm/St. Peter and there were no nominations for District Vice President Glencoe/Hutchinson.

**Committee Reports**

Staffing Committee

Report given by Jodi. We are down on FTEs. There are 24 casuals employees that have not met their work agreement. Return to work is switching from NovaCare to EOH. We are a week away from the new bid starting.

Safety Committee

Report given by Scott. There has been a heavy uptick in backing incidents from January into February compared to last year. There is a challenge to find and keep committee members and that seems to be an issue with all committees.

Communications/Operations Committee

On pause at this time.

Wellness Well Being Advisory Committee

Report given by Jeff. David Hottinger will be spotlighting with us. He is the Director of Spiritual Care for Allina. There are in the works of interviewing and hiring new members to the Peer Support Team.

**Rumor Control**

**Standing Reports**

Managers doing Union Work Report

There were 326.75 hours of managers doing union work for reported for the month of January 2025.

Outsourcing Report

There was a total of $39,709 of reported of outsourced work for the month of February: $34,425 for the body shop and $4,284 for other bodywork, glass, mirrors and towing.

**Action Item Review**

EMMA Computer Connections

This is still in progress.

Union and Management Retention Committee

This is paused.

Chase Car

This is paused.

Children’s Base Rehab

Miron has connected with Children’s about this and is working on it.

Regional picking up Metro Shift

OMD has not created a movement plan for regional to metro. There is a movement plan for Cambridge and buffalo to metro.

Regional FTO Process

Kurt will connect with Mark about this.

Clinical Coordinator

These positions in the regions report to the base leader but also to Carol. These positions a split between quality and FTO program.

ACLS/PALS do their own in Regions

That was moved to keep education the same and now that the clinical coordinators are under Carol, this will change.

Communication Improvement in Regions

Kurt will look into this.

Regional Newsletters

Kurt and Brian will look into this.

Dispatch add destination in Notes

This would be additional and does come out on the pager. We are not able to add the field in CAD.

Requiring St. Peter or New Ulm to drive to the other base to make a crew

We know this is not popular, but if there are two to make a shift then we will continue to do it. The call shifts are going away so it will no longer happen for call shifts.

48 hours and cutting shifts in the Regions

If it is a demand shift, it will be cut if no one is in the shift 48 hours prior to the shift. Staffing will not be approving sign ups for the demand shifts until there are two employees with pending approvals to fill the shift. A communication will be sent out to staff to clarify. This is complete and will be removed.

Quarterly Hour Requirements

This is pending while policy is being reviewed.

Priority Scanning

This was sent to Viki to evaluate.

Stryker Cots and Top Handle

Top handle locks are breaking and handles are not staying in. This is a safety issue. This will be looked into safety and Styker.

**New Business**

Casual Requirement Policy

This policy was reviewed by staffing and some language was changed. There was discussion about a few language changes. The policy will go back to staffing committee for review and then back to LMC for finalization.

Pay Stubs

There is now a category on pay stub of Frozen Sick Time. There would be time in that category an employee would have moved from non-benefit eligible to benefit eligible. Their paid earned sick and safety move to frozen sick time when they move to benefit eligible. These employees can use Frozen Sick time for the second day of their own illness – the first day would have to be PTO.

GM Scheduling

There were questions about the scheduled time and what they were actually working. It was established that 08-18 would be their hours if they did not have runs and they were bidding the day of the week not hours.

Dispatch Issue being told to call 911

There was a crew that requested help when patient arrested and were told to call 911 for help by dispatch. There was another crew that requested help by asking for help and pushing orange buttons without getting help. The first call the dispatcher miss heard the crew and corrected the issue within 15 seconds and was coached on it. The second call it was responded to by dispatcher within 30 seconds. It would be good for street crews to talk clearly which we know is difficult when we need help.

Kronos going to UKG

This will happen on May 2nd pay period at 7am. There may be a lag on that day while we are transitioning. April 9th is the soft start. This system requires employees to sign off on their timecard. The mobile application is available but the punch in portion will only function while you are on Allina network. The punch also geo locates you when you punch in or punch out. Training for staff will be starting next week.

**Next Meeting Date**:

April 17, 2025 at Mounds View at 1330.

Adjourned at 1528 hours.