**Minutes LMC Meeting May 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 May 29, 2025**

Present: Kevin Miller, Brett Hopper, Amanda Layne, Dave Matteson, Scott Tomek, Jodi McKusick, Niki Fortune, Anne Handahl, Matt Miron, Scott Nisbit, Roman Hagen, Bethany Worm, Dr. Duren, Ian Constable and Amy Gulbranson.

Minutes taken by Amanda Layne.

Meeting called to order at 1340.

Minutes from April 2025 meeting approved as submitted.

**AHEMS Updates**

Finances

AHEMS net revenue for April was $1.1 million ahead of plan and operating costs were $298,000 behind plan. Gross revenue was $4.48 million ahead of plan for the month. Discounts were $3.275 million more than plan and bad debt was $201,000 more than planned for the month. Overall performance for April was $1.5 million ahead of plan and year to date we are $3.2 million 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**

We have a few board positions that are open and we are working on filling. Mike Vander Heyden is coving as Chief Shop Steward for the time being.

**Committee Reports**

Staffing Committee

Report given by Jodi. The staffing committee reconvened about the casual policy and sent recommendations to Kevin. They also looked over the regional open shift algorithm. There was some confusion about the verbiage. We did some rewording to clear it up and this was also sent to Kevin. The committee met today for pre-bid meeting. Schedules are due to Jodi next month and bid will start July 8. We have increase in EMTs but a decrease in Paramedics.

Safety Committee

Report given by Scott. We will be sending requests to leaders for employees to be involved with safety committee.

Communications/Operations Committee

On pause at this time.

Wellness Well Being Advisory Committee

Report given by Bathany. There are new members to the peer support team and they are currently going through training.

**Rumor Control**

None.

**Standing Reports**

Managers doing Union Work Report

There were 319.5 hours of managers doing union work for reported for the month of April 2025.

Outsourcing Report

There was a total of $4,012 of reported of outsourced work for the month of March: $926 for the body shop and $3,258 for other bodywork, glass, mirrors and towing.

**Action Item Review**

EMMA Computer Connections

This is still in progress. Part of this is a Panasonic chip problem and they are in the process of replacing all the Toughbooks to fix the problem. They are replacing them 50 a month right now.

Children’s Base Rehab

The is complete. There has been some upgrades and fixed some issues.

Regional picking up Metro Shift

There was a discussion about needing some ride time for orientation and getting access to what they need access to. Scott is working with OMD to get this clarified and then it will come back here to review and get it implemented.

Regional FTO Process

Management was not able to validate this on their side. They did follow up with managers in that area and Carol. This is marked complete.

Clinical Coordinator

Carol has oversight over these positions. This will be marked complete.

Union and Management Retention Committee

This is paused.

Chase Car

This is paused.

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. On pause.

Weather Risk Management Application

Looking into this software to use for our transports. This is still being looked into.

Stryker Cots and Top Handle

Top handle locks are breaking and handles are not staying in. This is a safety issue. This will be investigated by safety and Styker. Kyle still digging into this.

ANW Garage Construction

Several issues and crashes with the construction at ANW, not just our service but all ambulances service. They have discovered a communication issue within construction. The project manager is now working directly with ANW and providing education to contractors about allowing space for ambulances.

**New Business**

Job Description Updates

Ann has been working on updating job descriptions to include the office of EMS change, including passing of fitness of duty and including PALS for all paramedics.

Allina Compass

The new compass outlines our mission, vision, values, promise and strategy. The mission has not changed but the vision did to be the community’s most trusted ally. The values kept compassion and integrity and added excellence and teamwork. The new compass will be discussed with everyone by their direct leaders very soon.

**Next Meeting Date**:

June 26, 2025 at Mounds View at 1330.

Adjourned at 1502 hours.