**Minutes LMC Meeting August 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 August 28, 2025**

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

Minutes taken by Amanda Layne.

Meeting called to order at 1335.

Minutes from July 2025 meeting approved as submitted.

**AHEMS Updates**

Finances

AHEMS net revenue for July was $393,000 ahead of plan and operating costs were $190,000 ahead of plan. Gross revenue was $2.6 million ahead of plan for the month. Discounts were $2.3 million more than plan and bad debt was $101,000 more than planned for the month. Overall performance for July was $821,000 greater than plan and overall performance for June was $669,000 less than plan. 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**

None at this time.

**Committee Reports**

Staffing Committee

Report given by Jodi. There has been an uptick in unscheduled PTOs. Round two PTO is underway for the metro. The outstate bids are complete. Staffing department will begin staffing at 0600 starting with the start of the fall bid.

Safety Committee

Report given by Scott. There have been some changes in safety in the last few weeks. We are going to work to get the safety committee back up monthly or bimonthly. We have a challenge to get members. Flu shots should be available in September.

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 322.25 hours of managers doing union work reported for the month of July 2025 and 216 hours reported for the month of June 2025.

Outsourcing Report

There was a total of $3,013 reported of outsourced work for the month of July and $3,091 in the month of July: $12,158 for the body shop in the month of June and $15,835 in the month of July (budget is $19,000).

**Action Item Review**

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.

Weather Risk Management Application

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

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.

**New Business**

Credentialing and Job Description update

The issues with credentialing manual have been corrected and the job descriptions have been updated to include the credentialing.

Casual Policy Question

The policy states that they can fill their work agreement in either cost center but now are being held to open shifts in a cost center that they don’t work in. The contract is clear that if there are no shifts in your area that the company must make you whole. The casual policy allowing for picking up shifts in two cost centers does not mean that you are required to work in a cost center that you were not hired in.

PALS

Question about retro pay for PALS. This will only be going forward on this.

Regional MCE Classes

The number of classes offered in each area has changed but the amount of openings have stayed the same. There was a change to separate paramedics and EMTs classes along with increasing the number of employees in each class.

UKG PTO Issues

There was an issue with the incorrect code and creating overtime. They ran an audit and found several employees that were paid OT when they shouldn’t have been. They are meeting on 9/8/25 to send out information to the affected employees and to set up repayment plans.

**Next Meeting Date**:

September 25, 2025 at Mounds View at 1330.

Adjourned at 1440 hours.