

# EMS Advisory Board Meeting

January 8, 2018

6:30 p.m.

River Falls City Hall  
Training Room  
222 Lewis Street  
River Falls, WI

**EMS ADVISORY BOARD MEETING**

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**OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM**

Call Meeting to Order – 6:30 p.m.

Roll Call

Approval of Minutes – December 4, 2017, Minutes

Discussion of 2018 EMS Advisory Board Goals

**ADJOURNMENT**

Posted 1/2/2018

## **EMS ADVISORY BOARD MINUTES**

**December 4, 2017 @ 6:30 p.m.**

River Falls City Hall  
Council Chambers  
222 Lewis Street  
River Falls, WI

Call Meeting to Order 6:35 p.m.

Advisory Board Members Present:

Carole Mottaz, Gary Donath, Ken McNiff, Jeanne Wespetal, Jeff Bjork, Kent Kittleson, Judy Edgar

Also Present: Julie Bergstrom, Asst. City Administrator, Karen Bergstrom, HR Director, Dave Matteson, Interim EMS Director, Dr. Joey Duren, Medical Director, Chris Gagne, City Council Member, John Stouffer, ESCI

Advisory Board Members Absent:

None

Approval of Minutes: Regular Meeting Minutes from August 7, 2017.

MSC Donath/Wespetal to approve minutes with amendment to list Gary Donath as present.

### 1) Introduction of Dave Matteson, Interim EMS Director

Chair Mottaz introduced Dave Matteson as the interim director of the River Falls EMS service. Matteson described his experience in EMS and his observations since he started working as the interim director in mid-November, and outlined the contract between the City and Allina for his services. Bjork asked Matteson about the top issues that need addressing. Matteson listed technology needs, such as Wi-Fi in the vehicles for communications, review of the base rates, and review of supplies, including a possible change in vendors and improved security of medications.

### 2) Introduction of Dr. Joey Duren, EMS Medical Director

Dr. Duren described her history and experience in EMS. Since her appointment in July, she has established monthly meetings with full time staff, is working with staff to revamp and simplify the education system, is updating the protocols, and reducing the number of controlled substances from six to three. She is also planning to use the new community relations position to help with collaboration between the EMS, Police and Fire departments.

Other topics discussed by the Board include a review of transports from Regina Hospital, as the service may not be reimbursed for Minnesota Medicaid eligible patients; and a review of the training program and how that can be brought in-house.

Edgar complimented Dr. Duren on her enthusiasm for the position. Mottaz provided some history on the EMS service, how the culture of the staff has changed, and how we can use this time to improve the service going forward. Mottaz stated that Dr. Duren is the first medical director with EMS experience, and more interaction with the medical director is a change.

### 3) Presentation of EMS Report by John Stouffer, Emergency Services Consulting International (ESCI)

John Stouffer reviewed the EMS assessment report for the Board. Discussion was held on many topics throughout the presentation.

Bjork asked about the billing rates between resident and non-resident patients and if the rates were adequate. Stouffer didn't have data from other organizations that charge different rates for residents and non-residents.

Mottaz asked what staff are doing between calls, Matteson described the duties that each full time staff member is expected to complete on their shift.

Turnout times were discussed and whether it is reasonable to expect to move from 4 minutes to 2 minutes. Stouffer reviewed the recommendation from the report, and Matteson felt that 2 minutes is achievable.

Stouffer reviewed each of the four recommendations from the report.

- Option A Status Quo with Modifications-Maintain current basic configuration/infrastructure, add one 12 hour Peak Activity Unit at River Falls station, add six full time EMTs and two additional full time paramedics.
- Option B Cooperative Service Delivery-Research cooperative effort or shared service delivery approach with other regional EMS services.
- Option C Fire Based EMS and Transport – Consolidation of River Falls EMS and the River Falls Fire Department
- Option D Private Ambulance Service – Dissolve River Falls EMS and initiate a competitive bid process for ambulance service.

Consultant recommends Option A, maintain status quo with possible modifications to staffing by adding full time EMTs and paramedics, subject to funding. Option B is a possibility following the implementation of Option A.

Wespetal left the meeting at 8:52 p.m.

#### 4) Discussion Regarding Recruitment for EMS Director

HR Director Bergstrom prepared a recruitment schedule for the EMS director position, starting in January. MSC Bjork/Kittleson to appoint Mottaz, Donath and McNiff to the hiring committee.

- 5) Next EMS meeting is scheduled for January 8, 2018 at 6:30 to review the duties of the EMS Board. Stouffer will be available by telephone for that meeting if needed.

Adjournment: MSC McNiff/Donath at 8:58 p.m.

Next meeting date January 8, 2018 at 6:30pm.

Respectfully Submitted,

Julie Bergstrom  
Assistant City Administrator