

Rusk County Emergency Services  
**MEETING MINUTES**  
Wednesday, March 13, 2019 - 8:00 AM

Present: Schmitt, Schneider, Pedersen and Stout. Excused: Fisher

Others Present: Hall, Rassbach, Marty Huhn, Sheriff Wallace, M. Hraban and Andy Albarado

1. Meeting called to order by Chair Schmitt at 8:00 AM.
2. Schneider/Pedersen motion to approve the February 13, 2019, February 26, 2019, and March 5, 2019 minutes, motion carried.
3. Rusk County Emergency Management/Ambulance Director presentation
  - a. Hall presented the monthly EMA/Ambulance report which includes EMA/AMB, training and meetings.
  - b. Training request – Local refreshers only. Other training approved last month.
  - c. Payment of bills – Pedersen/Schneider motion to approve payment approval report, motion carried.
  - d. 2019 YTD budget review – n/a – will be available in May.
  - e. Bad debt write offs – request to write-off \$8,608.70. Schneider/Stout motion to approve the write-off of \$8,608.70, motion carried.
  - f. Discuss Ambulance rate schedule change – The proposed ambulance rate schedule for 2019 was presented and reviewed. Stout/Pedersen motion to submit the proposed rate schedule to the Finance Committee, motion carried.
4. Rusk County Medical Examiner presentation
  - a. Monthly report – Rassbach presented the monthly report. There were 12 natural deaths, 1 accidental, 0 suicide, 0 homicide, 4 pending death certificates, 12 cremations, 2 standard autopsies and 0 pending disinterment. The ME safe was given to the Sheriff's Office and the ME records will be kept in the Sheriff's secure record storage. Discussion on the snow, ice, battery, driving and expense for ME van. Rassbach explained the need for hiring one additional part-time DME for a total of 4 part-time to cover calendar schedule.
  - b. Training requests – none.
  - c. Payment of bills – Schneider/Stout motion to approve the monthly payment approval report, motion carried.
  - d. 2019 YTD budget review – detail provided for review.
5. Rusk County Sheriff presentation
  - a. Monthly report – Sheriff Wallace presented the February monthly report which included inmate population, training, meetings, calls for service, inmate housing A/R and overtime. Average daily inmate population was 39, the average daily EMP was 0 and 7 inmates were housed out of county.
  - b. Training requested: Hahn, 2/27/19, OCVS, Eau Claire; Reisner, K9 Training, Blaine MN; Kummet, 3/23 K9 trials, Washington County MN; Engel/Zielke – 5/9, DNR Training, Rothschild; Read, 3/26, POSC Instructor Update, Rice Lake; Madlon, 5/14-5/16, Intoximeter Training, Rice Lake; Hahn, 7/22-7/25, NOVA Conf, Phoenix, AZ. Schneider/Pedersen motion to approve the requested training, motion carried.
  - c. Payment of bills – Pedersen/Stout motion to approve payment approval report, motion carried.

- d. 2019 YTD budget review – n/a – will be available in May.
  - e. Personnel updates – Two part-time patrol are completing their FTO and need to fill the part-time female dispatch/jailer from the eligibility list.
  - f. Long-range planning – New Jail – Creating a list to present to the full board for consideration and to form a committee to do a jail needs study.
  - g. Spillman project update – Admin training is completed. User training starts in April and the go-live date is scheduled for June 18<sup>th</sup>.
6. The next monthly meeting will be Wednesday, April 10, 2019 at 8:00 AM.
7. Schneider/Pedersen motion to adjourn at 9:01 am, motion carried.