

Rusk County Emergency Services
MEETING MINUTES
Wednesday, August 14, 2019 - 8:00 AM

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

Others Present: Hall, Al Hraban, Jim Rassbach, Marty Huhn, Candy Shrewsberry, Andy Albarado and Jerilea Hendrick.

1. Meeting called to order by Chair Schmitt at 8:00 AM.
2. Stout/Schneider motion to approve the July 10, 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. Hall is working on a computer grant. Hall is working on disaster assistance/assessments. EMT classes are scheduled and EMR refresher classes will be offered mid-October. Hall and Albarado will attend the Police & Fire Commission meeting regarding billing for lift assist and ambulance rent.
 - b. Training request – Request Hall attend the WEMA conference Sept. 10-12, 2019 in Stevens Point. Stout/Pedersen motion to approve Hall to attend the WEMA conference, motion carried. Hall stated there will be a tabletop drill at LCC Sept. 24th and rail incident training Sept. 5th at the Ladysmith Fire Department.
 - c. Payment of bills – Schneider/Stout motion to approve payment approval report, motion carried.
 - d. Bad debt write offs – Nothing this month.
 - e. Collections – Company needs permission to send to collections \$109,322.56 debts from 2016 – 2018. Schneider/Pedersen motion to empower Hall to authorize collections, motion carried.
 - f. 2019 budget review – budget looks good.
 - g. 2020 budget – Hall presented the 2020 budget which included 8 full-time EMTs. There will be some adjustments to wages and will be submitted to Finance by August 28th. Schneider/Stout motion to forward to finance, motion carried.
 - h. Ad Hoc interviews – The three members of the Ad Hoc will be Stout, ES; Willingham, Personnel; and Andy Albarado, Adm. Coordinator. Hall would like to conduct interviews before the end of this month.
4. Rusk County Medical Examiner presentation
 - a. Monthly report – Rassbach presented the monthly report. There were 13 natural deaths, 0 accidental, 0 suicide, 0 homicide, 0 undetermined, 4 pending death certificates, 8 cremations, 0 standard autopsies and 0 pending disinterment. Rassbach has received certification as a Medicolegal Death Investigator with the ABMDI.
 - b. Training requests – none.
 - c. Payment of bills – Schneider/Pedersen motion to approve the monthly payment approval report, motion carried.
 - d. 2019 YTD budget was presented.
 - e. 2020 budget – Rassbach presented the 2020 budget. Rassbach requested the committee's support to reinstate the equipment line item and budget \$800 for 2020. Pedersen/Stout motion to reinstate the -340 Equipment expense line, motion carried. Schneider/Pedersen motion forward 2020 budget to Finance pending the insurance line, motion carried.

5. Rusk County Sheriff presentation
 - a. Monthly report – Deb Flater presented the July 2019 monthly report which included inmate population, training, meetings, calls for service, inmate housing A/R and overtime. Average daily inmate population was 24, the average daily EMP was 0 and 0 inmates was housed out of county.
 - b. Training requested: None.
 - c. Payment of bills – Schneider/Pedersen motion to approve payment approval report, motion carried.
 - d. Personnel updates – The PT female dispatch/jailer begins August 16th. Chief Deputy Grassmann is conducting the background on an applicant for the PT patrol deputy vacancy. One full-time dispatch/jailer is out on military leave for one year.
 - e. Long-range planning – New Jail – no updates.
 - f. Spillman project update – We’ve been live since June 18th. Still working out some issues.
 - g. Court Security PT Officer review – this will be presented to Personnel before a budget can be created.
 - h. 2019 budget review – The summary was reviewed.
 - i. 2020 Budget – The preliminary budget was provided. There will be some modifications made and the budget will be submitted to Finance by August 28th and will be reviewed at the next Emergency Services meeting.
6. The next monthly meeting will be Wednesday, September 11, 2019 at 8:00 AM.
7. Stout/Pedersen motion to adjourn, motion carried. Meeting adjourned at 10:02 AM.