

Eastern Pennington County Ambulance Board of Directors  
Minutes  
June 21, 2023  
Community Center Meeting Room

1. L. Stone called meeting to order at 5:12 PM
2. Roll Call – Present Angel Sieler, Linda Eisenbraun, Melanie Shull, Zack Hoffman, and Liliya Stone there is a quorum. Member Mike Anderson was absent.  
Others – Brian Hambek, Trevor Lightfield, Kellie Ostenson  
No attendance on Zoom
3. Approve Agenda – motion by M. Shull, second by A. Sieler. Motion carried
4. Motion by M. Shull, second by L. Eisenbraun to Approve minutes from May 16, 2023.  
Motion carried
5. Visitors
  - a. Brian Hambek introduced himself as the Director of Spearfish Ambulance, Paramedic, and the President of South Dakota Ambulance Association. Brian stated with the low amount of calls for Wall Ambulance there should be no reason the Director couldn't have a dual role as EMT/Director. Brian feels it is rare to find people with the passion for EMS.. Brian went through requirements for EMS providers. Brian suggested we create a new employee checklist. Linda feels the Wall Ambulance needs a Director that is a Paramedic as well. Brian shared daily/weekly routines used with the crew in Spearfish. Liliya asked about South Dakota Retirement. Brian stated any public entity including EMS is eligible for South Dakota Retirement. Brian urged to download the EMS Director handbook that is on the State website. Brian said he would be able to sit down with Melanie to go through their procedures.
  - b. HUB – Trevor Lightfield works with emergency agencies in South Dakota, North Dakota, and Iowa. Trevor shared he is a certified EVOCC instructor. Trevor stated that the Wall Ambulance is able to insure the Ambulances for any dollar amount. Trevor went through the add on options for insurance coverage.
6. Treasurer/Secretary report
  - a. Motion by L. Eisenbraun, second by Z. Hoffman to approve bills. Motion carried
  - b. Finance committee update
    - i. Employee retention credit – Melanie has been in contact with Ketel Thortenson about the retention credit. Wall Ambulance is not able to qualify for \$26,000 per employee but may be eligible for \$30,000 overall. Ketel will apply for Wall Ambulance, if awarded the \$30,000 Ketel will charge a 10% fee, if not awarded there will be no fee. Motion by L. Eisenbraun and second by A. Sieler to sign engagement letter with Ketel Thortenson. Motion carried
  - c. Melanie feels there needs to be a centralized place for contracts that have been signed by board members.
7. President/Vice President report
  - a. Operations update – 9 runs total for May.

- i. Radio/pagers update – Liliya sent email to pager distributor for quote. Funds granted thru the Greater Wall Foundation will be designated to pay for this project. Motion by L. Eisenbraun and second by M. Shull to apply for radio pagers when the Wall Ambulance receives the Greater Wall Foundation Grant. Motion carried.
  - ii. T-shirt order – Liliya showed mock ups of t-shirt/sweatshirts with Wall Ambulance logo. Motion by L. Eisenbraun second by M. Shull to approve up to \$2,000 dollars for t-shirt order.
  - iii. Schedule – July schedule only has a few shifts not covered, but will get them filled, waiting to hear back from employees/volunteers.
  - iv. Celebration Dunk tank – Wall Ambulance will nominate people on the Facebook page for the Dunk Tank.
  - v. Credit Card – As of now no Credit Card for Wall Ambulance
  - vi. Go Fund Me – Melanie is now listed on the Go Fund Me account
  - vii. Contributions – Cedar Butte Township donated \$1,500
8. Old Business
- a. Comp assessment update – Steven Athey gave the Board an update and is working on the final report
9. New Business
- a. SD Retirement – Board will look into it
10. Public Comment - none
11. Next Meeting will be July 18, 2023, 6 PM at the Wall Fire Department
12. Motion by Z. Hoffman second by L. Eisenbraun to go into executive Session for the purpose of discussing legal/personnel issues according to SDCL 1-25-2. Motion carried. L. Stone declared Executive Session at 8:33 PM
13. L. Stone declared out of Executive Session at 9:19 PM
14. Other –
- a. Motion by L. Eisenbraun second by Z. Hoffman to review all “Do Not Re-hire” documents currently placed in any personnel file during the tenure of the previous Ambulance Service Director; and authorization to remove and destroy all such penalty documents, on a case-by-case basis, as part of the on-going restructure and re-organization of the Wall Ambulance service. Motion carried
  - ~~b.~~ Motion by L. Eisenbraun second by M. Shull to retain Matt Thompson, NR-P, Director of the Keystone Ambulance Service, as a re-organization Consultant for the on-going restructure and re-organization of the Wall Ambulance Service. Motion carried
15. Meeting adjourned at 9:22 PM

Formatted: Normal

Formatted: Numbered + Level: 2 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Indent at: 1"