

Eastern Pennington County Ambulance Board of Directors
Minutes

April 18, 2023 6:00 PM

Wall Community Center

1. Call meeting to order – L. Stone called meeting to order at 6:03 PM
2. Roll Call
Present Melanie Shull, Zack Hoffman, Mike Anderson, Linda Eisenbraun, and Liliya Stone there is a quorum.
Others: Dawn Hilgenkamp, Mary Williams, and Dr. Nathan Long
3. Attendance on zoom – none
4. Approve Agenda – Motion by L. Eisenbraun to approve Agenda, M. Shull seconded, no further discussion, motion carries
5. Approve Minutes – motion by M. Shull to approve Minutes, Z. Hoffman seconded, no further discussion, motion carries
6. Visitors
 - a. Steven Athey gave an update on comprehensive assessment. Steven feels the way it is operating the service will spend more money than what is generated. Covering a truck 24 hours a day and pay for it with low call volume will make it difficult to sustain this model. Steven will be looking at other models to run to help with cost. Steven suggested to have a couple Board members (sub committee) to meet with him face to face and the director when he is in town. Steven would like to wrap up the assessment by next board meeting. Steven will be in communication with the President.
 - b. Dr. Long introduced himself to the Board, he shared his background in the medical field. Dr. Long explained his role with Wall Ambulance Service. His license covers medical personnel, such as paramedics. Several communities in the region like Wall operate under his license including Rapid City. Discussion on volunteerism and challenges that every service is facing due to lack of volunteers. Dr. Long stated that behind the scenes with protocols and such he is very involved but direct contact with Paramedics is very little. More discussion on protocols, medication, reports through ImageTrend, and his role in all of it.
He stated that the Director should be the one ordering medications for the service.
Dr. Long shared some ideas for workforce, such as going to high schools and hold basic CPR classes for high school students, sparks interest in younger generation. He also stated trying to recruit out of Paramedic school is a good idea as well. Mary asked if there are incentives to get Rapid fire crew to come to Wall. Dr. Long stated that Rapid is also short on employees and Wall should focus on the young people to try and retain the ones that have love for the service and this area. Linda stated that she thinks Telemedicine would be beneficial for the EMT-B in the back of the ambulance and they are going out to the country. Dr. Long stated he thinks it would help but feels cell service would be a challenge in this area. Dr. Long also feels once the funding runs out for Telemedicine then that

will be another payment the service will have to pay. Dr. Long thinks the service should focus on the big picture at hand and try Telemedicine later and he would be happy to help when that time comes.

- c. Wall Rodeo Booster club – Dawn sent an email to the Director with dates and times of events that are coming up for the Rodeo Booster club asking if anything has changed with their arrangement with no reply from the Director. She addressed it with the Board due to the challenges Wall Ambulance faces, the Wall Rodeo Booster club needs to know if they will have Ambulance coverage this year or do they need to ask somewhere else. Dawn stated that booster club donates \$1000, Practice Rodeo donate \$200 to \$250, and Pennington County 4-H donate \$200 to \$250. New Underwood Rodeo booster reached out to Dawn to see if Wall Ambulance would want to cover their rodeos in June and July. Dawn gave the Director contact information to the person asking. Linda stated the Ambulance crew should be available for May 6th Rodeo. The location of the ambulance at the rodeo grounds was held. Last year there was a problem with location of the Ambulance. Linda suggested putting an Ambulance Parking in the spot Rodeo Club wanted. Linda stated we will get with the Director to make sure there will be coverage for the May 6th rodeo.
7. Treasurer/Secretary report
 - a. Approve bills – motion by L. Eisenbraun to approve the bills, M. Shull seconded, no further discussion, motion carried
 - b. Finance committee update – Committee determined month end financials need to start being reported. The committee is requesting the financial packet gets emailed to Board members the Friday prior to Board meeting to be able to review before meeting. Committee also talked about getting a budget established. The committee feels one of the biggest problems is the Ambulance only receives payments from cash or check, nothing from credit cards or digital payment. The committee is also looking at board approval before a patients bill goes to collections. Collections has a commission of 25%. Working with compliance calendar.
 8. Presidents' report
 - a. Board email – Set up a board email where all board members will have access. There was a board consensus.
 - b. GoFundMe withdrawal – Motion made by M. Shull to set up a withdrawal for GoFundMe account on May 31st, L. Eisenbraun seconded, no further discussion, motion carried
 - c. PR Committee update – Committee has met and gone through good fundraising ideas; donation jars in local businesses, set up a “Jail” during busy months, tshirts supporting Wall Ambulance, and raffling beef. Ambulance has a chance to fundraise during Wall Celebration Saturday July 8th with a Dunk Tank and hot dog and chips. Linda stated she would find the people to run and volunteer for the Dunk Tank. Liliya will look for people to work the hot dogs and chips. Motioned by Z. Hoffman to pay \$250 for Dunk Tank, M. Shull seconded, no further discussion, motion carries

- d. Liliya stated that the board needs to send an apology letter to Rapid Fire to build back relationship and apologize what was said by previous employee at the Annual Meeting.
- e. Liliya stated next month we need to report back to the City and County with their request. Lynn has signed the Director Duties which was one of the request. Liliya will have the Director provide a schedule, roster updates, and financials to the City as per the City's request.
- f. Melanie has made thank you cards for all donations
\$25,735 has been donated from townships and personal donations
Old Business

ImageTrend follow-up—Due to the Director's concern that Liliya has access to ImageTrend account, Liliya has reached out to the Department of Health (DOH) and DOH stated as president of the Wall Ambulance Board, she can do quality assurance (QA) and quality improvement (QI). To supervise, she would need access to information to evaluate the service.

ImageTrends taken HIPAA training and would be ok there.

Motioned by L. Eisenbraun to allow Liliya administrative right on ImageTrend, Z. Hoffman seconded, no further discussion, motion carried

9. New business

- a. Leadership Oversight Committee for townships/Wall/National Park/ Quinn/ Wasta/ County to meet quarterly to come up with solutions for the Ambulance service. Look at late Fall to have meeting

10. Public Comments – none

11. Next Meeting Will be May 16, 2023 6 pm at the Wall Fire Department

12. Motioned by Z. Hoffman, to move into Executive Session for the purpose of discussing legal/personnel issues according to SDCL 1-25-2 at 8:06 PM L. Stones seconded, no further discussion, motion carried

L. Stone called meeting out of Executive Session at 8:30 PM

13. Other – none

14. Meeting adjourned – L. Stone declared meeting adjourned at 8:33 PM