

New Richmond Area Ambulance Service
Board of Directors Meeting
Tuesday, November 19, 2014
6:30pm – Ambulance Garage

Call to Order: Chairperson Steve Lewis called the meeting to order at 6:30pm

Roll Call: Board members present were: Steve Lewis, Jane Hansen, Craig Kittel, Randy Olson, Chris Boardman, Brad Johnson, Jim Peirson, Randy Zemke, Mike Kamm, Jerry Croes. Others present were Matt Melby, Steve Massey, Police Chief Samelstad, Fire Chief Vanderwyst and Eric Kieffer.

Approval of Agenda: Motion to approve the agenda by Boardman and seconded by Peirson. Motion carried.

Approval of Minutes from September 9, 2014: Motion to approve the minutes made by Kittel and seconded by Boardman. Motion carried.

EMS Billing Report – Eric Kieffer

Eric Kieffer of EMS Medical Billing Associates presented data on billing trends. Gross collection rate is 61.6% of billed revenue. Write offs have not yet been done for 2014. He did not know what amount was projected. The payer mix showed Medicare and Medicaid billing higher and commercial and self pay accounts less of the volume. Run volume is increasing. We had 216 non-billable incidents in 2014 so far which is 12% of the volume.

- a. Blue Cross Blue Shield Contract: Without the BCBS contract we could increase our collections by \$59,000 per year. The contract has a 180 day cancellation clause. It was voted to discontinue the contract at the September 9 meeting and the board would like to see that happen.

Financial Report – Steve Massey

- a. Year to Date financial statements: Accounts receivable and expenses to date were reviewed. The WRS retirement funds have been paid out. The salaries expense will show a higher number because of that. The income statement shows the service breaking even.

Charging for Fire Assists Chiefs Samelstad and Vanderwyst discussed their concerns regarding the billing of Fire Assist calls. After discussion a motion was made by Kittel, seconded by Hansen to rescind the policy for billing Fire Assist calls. Motion passed unanimously.

Assessments for 2015 Calculation

Hansen is requesting a review of the base calculation of assessments. This will be discussed further at the next meeting.

First National Community Bank Financing for ambulance

This is informational only. Matt Melby has requested a bid for financing at the First National Community Bank for the ambulance purchase.

Operational Report

There is an increase in call volume – volume is up almost 6%. Daytime shifts are hard to fill, there are no Full time EMTs.

Bylaw change : “Elections” Follow up on status of municipalities passing the resolution to allow NRAAS executive board elections to occur in the 2nd quarter of each year to allow for board appointment changes after spring elections. Only one municipality brought forward their board approval. Members stated they will bring this to the January meetings so that our bylaws can change in February.

Secretary/Treasurer Position Duties

- a. Discussion of splitting the Secretary and Treasurer position. This will need a bylaw change. Motion by Hansen, second by Kittel to have members bring to their municipalities a resolution to allow NRAAA to change by laws to allow 4 members on the executive board by splitting position of Secretary and Treasurer. Motion passed unanimously.

Announcements

Next meeting is scheduled for February 11 at 6:30pm

Motion to adjourn made by Peirson and Seconded by Lewis. Carried. Meeting adjourned at 8:30pm

Respectfully Submitted

Jane Hansen, Treasurer/Secretary