

Minutes
Baraboo District Ambulance Service
Finance/Personnel Ad Hoc Committee
Baraboo Fire & EMS Station
135 4th Street, Baraboo, WI
Wednesday, February 23, 2022 at 6:30pm

Members Present: Robin Meier, Scott Sloan, Karl Berna

Others Present: Caleb Johnson, Betsy Larsen, Megan Marshall, Joel Petty, Casey Bradley

1. **Call to Order:** Finance/Personnel AD HOC Committee meeting was called to order by Robin Meier on February 23, 2022, at 6:30p.m., noting compliance with Open Meeting Laws, roll call was taken.
2. **Adoption of Agenda:** Motion by Karl Berna, seconded by Scott Sloan to adopt agenda. Motion carried unanimously.
3. **Approve of Previous Minutes:** Motion by Scott Sloan, seconded by Karl Berna to approve previous minutes from January 26, 2022. Motion carried unanimously.
4. **Public Comments:** Robin Meier reported no public comments were received.

Old Business

1. **Blood Draw Agreement with Baraboo Police Department (Caleb) No action taken, motion from January 2022 Commission meeting stands.**

New Business

Discussion and possible action regarding the following items:

1. **Approve check details and online payments for January 16, 2022 – February 15, 2022 in the amount of \$242,205.28. Motion by Scott Sloan, seconded by Karl Berna to forward to Commission with a positive recommendation for approval. Voice vote, motion carried unanimously.**
2. **No write-off of patient accounts, per AMB recommendation.**
3. **Transfer of funds in the amount of \$780.12 from LGIP-Employee Liabilities to Community First General Money Market account, for the payout of J. Grenawalt vested sick leave, per department policy (Caleb) Motion by Scott Sloan, seconded by Karl Berna to forward to Commission with a positive recommendation for approval. Voice vote, motion carried unanimously.**
4. **2022 Draft Budget Amendment (Caleb) Motion by Scott Sloan, seconded by Karl Berna to forward to Commission with a positive recommendation for approval. Voice vote, motion carried unanimously.**
5. **2022 Employee Handbook (Caleb/Betsy) (Discussion only) Discussion but no action taken.**

Additional Comments & Future Agenda Items – None noted.

Adjournment – Motion by Scott Sloan, seconded by Karl Berna to adjourn. Voice vote, motion carried unanimously. Adjourn at 6:46pm.

Respectfully submitted, Megan Marshall, Administrative Assistant.

Approved: March 23, 2022