

**Agenda**  
**Baraboo District Ambulance Service**  
**Commission Meeting**  
**Baraboo Fire & EMS Station**  
**135 4<sup>th</sup> Street, Baraboo, WI**  
**No in person public access available**  
**February 24<sup>th</sup>, 2021 7:00pm**

- Notice to -

Commissioners: Karl Berna, David Dahlke, Dave Kitkowski, Heather Kierzek, Robin Meier, Joel Petty, Randy Puttkamer, Tim Stieve, Tim Stone, Terry Turnquist, Phil Wedekind

Others: William Cole, Dr. Manuel Mendoza, Mayor Palm, Casey Bradley, Local Media

*The Baraboo District Ambulance Service is holding the Commission Meeting virtually via conference call to help protect our community from the Corona virus (COVID-19) pandemic. Commission Members who will be participating remotely, will have the ability to hear all Commission Members during the meeting, and will have all documents relevant to the agenda accessible by email.*

The public may access the open session portion of the meeting in the following ways:

1. Due to space limitations and social distancing requirements, attendance in person is not available.
2. Attend remotely: Members of the public may listen to the meeting live via phone/computer by calling **(262) 220-7112** Conference ID: **814 941 296#** (all numbers and symbol should be entered).
3. Written comments: members of the public must send written public comments on agenda items to Commission President Tim Stieve at [tdstieve@centurylink.net](mailto:tdstieve@centurylink.net). These comments will be distributed to other Commission Members and may be read during the “public invited to speak” section of the agenda.

1. Call Meeting to Order
2. Note compliance with the Open Meeting Law
3. Roll Call
4. Adoption of agenda
5. Approval of previous minutes
  - January 19<sup>th</sup>, 2021 Regular Commission
  - January 19<sup>th</sup>, 2021 Special Members Meeting

**Public Comments** – In lieu of voiced public comments, correspondence received from the public may be read by Commission President Tim Stieve.

**Reports**

- Legal Counsel Report
- President’s Report
- Treasurer/Financial Report
- HR Report
- Chief’s Report

**Consent Agenda**

Recommendations from Finance-Personnel Committee:

1. Approve check details and online payments for January 10, 2021 – February 13, 2021 in the amount of \$214,377.84.
2. Approve patient account write-offs in the amount of \$32,450.66, per AMB recommendations.

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**Closed Session:**

Upon proper motion, convene in closed session pursuant to Wisconsin Statute section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Review performance/effectiveness of current service medical direction).

**Open Session:**

The Baraboo District Ambulance Commission will return to Open Session pursuant to 19.85(2) Wis. Stats. and may take actions as a result of closed session discussions.

**New Business:**

1. Discussion and possible action regarding the following items:
  - a. Approval of Captain Position Job Offer
  - b. MEP Proposal
  - c. Organizational Chart/Structure
  - d. Social Media Policy
  - e. Unpaid Personal Leave of Absence Policy
  - f. eFax Business Associate Agreement
  - g. IntelliSpace Corsium Data Management Solution Agreement
  - h. Intergovernmental Cooperation Agreement for Ambulance Service

**Commissioner Comments & Future Agenda Items**

**Adjournment**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo District Ambulance Service at 135 4<sup>th</sup> Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request. It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the commission identified in the caption of this notice.