

MINUTES

**AMBULANCE ADVISORY COMMITTEE MEETING
MONDAY, SEPTEMBER 19, 2022
WILLIAM L. PULLEN MUNICIPAL BUILDING MEETING ROOM
ONLINE NON-INTERACTIVE ON TOWN HALL STREAMS
6:30 p.m.**

Committee members present: ?, Libby Casas (Washington), Tracy Weed, and Scott Esancy

Others present: Jesse Thompson (EMS Chief)

1. **Call Meeting to Order:** at 6:30 p.m.
2. **Approve minutes from August 8, 2022 and August 22, 2022:**

Re: August 22, 2022 minutes correct Jesse/Owen.

Motion by: ?

2nd by: Libby Casas

4-0

Re: August 8, 2022 minutes correct Kevin McGinnis' last name spelling.

Motion by: Libby Casas

2nd by: Scott Esancy

4-0

3. **Updates on ICSD:**

Jesse got the paperwork from Appleton and sent it over. Kevin McGinnis needed the first part done of data-gathering done by the beginning of October – Jesse pushed and got it done. He is beginning to see things to work on, nothing to do with patient care but documentation about certain things.

One thing they asked about was how the overall structure or leadership of the service is formed. Jesse said basically it's him: we merged with the fire department and are still trying to work things out. All his members are on the fire department essentially, but we're still trying to figure things out, that being an example. Another example is trying to have some redundancy, so if something should happen to Jesse someone could step in. He can present those documents at the next meeting.

In answer to Scott Jesse said his hope was they could look at all the parts and pieces of the survey. Jesse said a lot was questions, providing documents, do we have certain policies in place, are we following set policies. A lot of it was general questions like do

Ambulance Advisory Minutes – September 19, 2022

we have patient treatment protocols in place; that was an easy box to check as we follow Maine EMS protocols. It asked about are our times responsible, how are we getting dispatch times, are we inputting all that stuff correctly into our system. He can present all those documents if the committee wants to see them.

Libby asked if Jesse is the first part. Jesse said he doesn't know when Kevin is doing for reaching out to the communities. His part is what he has control over: data, policies, anything on his end of the house so to speak. He hasn't mentioned anything yet but has started.

Jesse said the second part of this, also eye opening, was he has to do three years of financials. Ours are a bit of a mess. The way they want the data is the same way I'm going to have to report to Medicaid, the federal government, because they're doing that cost data reporting that he has to do – this is a dry run which is nice because we're in the fourth year. He has to break it down more, and certain things we were coding a certain way. For example, the ambulance needs DEF because it's a diesel motor; he had been putting that under vehicle maintenance, but it should be under vehicle fuel because it makes the truck go. He has to go line by line – how much are we spending on laundry, infection control, housekeeping, how much time Jay spends on ambulance, the treasurer.

In answer to Libby, Jesse said they had some issues with town treasurers in the past, and they have to code things a certain way for auditors. We're trying to find that middle ground where we can just pull the data over here real quick. Medicare wants to know how much the town manager, because he's our human resource person – his salary doesn't come out of my budget but technically part of it should, same with the town treasurer who does all the accounting. Tracy noted this will impact his overall operating budget that much more, accounting for town office resources. Jesse said also he has to figure out electricity, heating, etc. because the town pays for it. Scott confirmed none of those numbers were factors in budgets in the past. Jesse doesn't want people to fear another huge increase; he just has to factor it in. Part of what the study and cost data reporting is they want to know what it actually costs to run an ambulance service. Tracy said this makes sense because if a new ambulance service were to move in, what cost would it be.

In answer to Scott, Jesse said the town has an auditor come in every year. Tracy said they're not going to do an accounting based off Medicare's requirements.

4. Continued Committee Education:

EMS license levels

Initial education requirement

Ambulance Advisory Minutes – September 19, 2022

Continuing education requirements

Jesse sent an email hopefully covering most of the information requested last time,

5. Rescue Tour:

6. Set next meeting date:

7. Adjourn:

Motion by: Heather Jackson

2nd by: Patrick Costigan

6-0

Meeting adjourned at p.m.

Respectfully submitted,

Sherry Abaldo
Secretary