

CITY OF ELKHORN
Public Safety Committee
Council Chambers 9 S. Broad Street, Elkhorn, Wisconsin

January 4, 2011

Chairman McClory called the Public Safety Committee meeting to order at 5:00 p.m. followed by Roll Call.

ROLL CALL

Present: Aldermen Scott McClory, Gerald Norton

Absent: Alderman Eric Messerschmidt

Also present: Mayor Howie Reynolds, Alderman Julie Taylor, Fire Chief Rod Smith, Assistant Chief EMS Division Dave Fladten, City Administrator Sam Tapson, City Clerk Darlene Igl, Shane Hanson

EMS STAFFING AND BILLING

Assistant EMS Chief Fladten presented a summary of the "Report on the Status of Resolution of Various Issues Affecting Elkhorn Area Fire Department, EMS Division". It was stated that the department has experienced a decline in member participation in the last several months and that some requests for service went unanswered by Elkhorn EMS for various reasons. In those situations, service was provided by mutual aid agencies. Chief Smith reiterated that there have been no unanswered EMS calls as mutual aid departments and private ambulance service serve as backup to the EAFD. Assistant EMS Chief Fladten stated that he met on multiple occasions with dispatchers to review and clarify the call out procedure.

The option of outsourcing the service billing was discussed. It was stated that the secretary/billing clerk has multiple functions and job duties in addition to service billing including responding to daytime EMS calls. It has been determined that the current billing practice is outdated and very labor intensive. These issues have led to a delay in billing for services as well as following up with collections. Proposals from two medical billing services were received and reviewed by staff. It was the recommendation of Chief Smith and Assistant EMS Chief Fladten that the service billing be outsourced. It was discussed that the cost for the billing service would be approximately 7% - 8% of the collected revenue. Motion (McClory/Norton) to authorize staff to pursue outsourcing of the service billing as recommended. Motion carried.

Offering financial incentives for shift coverage in an effort to resolve staffing issues was discussed briefly such as a stipend payment for shift coverage or paid on premises staffing during certain hours. Chief Smith and Assistant EMS Chief Fladten will further review the staffing issues and present additional information to Committee for further review. A contract for EMS service billing will be prepared, submitted for review and presented for Council consideration.

ADJOURNMENT

Motion (Norton/McClory) to adjourn at 5:55 p.m. Motion carried.

Darlene Igl
City Clerk