

DEER-GROVE EMS COMMISSION MEETING
Cottage Grove Emergency Services Building
4030 County Road N, Cottage Grove, WI 53527
Thursday, September 17, 2020
6:30 P.M.

Meeting will be broadcasted via GoToMeeting. Login information:

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AGENDA

1. Call to Order.
2. Public Appearances: The public's opportunity to speak to the commission about any item not on the agenda.
3. Approval of minutes from previous meeting(s).
4. Discuss and consider approval of August Financial Reports.
5. Discuss and consider approval of Bills for Budgeted/Approved Expenses.
6. Discuss and consider approval of Write Offs and Aging of Accounts.
7. Staff Report.
8. Correspondence.
9. Update on COVID-19 (Coronavirus) response.
10. Update on contract with Madison Emergency Physicians (MEP).
11. Discuss and consider 2021 DGEMS Budget.
12. Agenda items for next commission meeting.
13. Adjournment.

*****ANY ITEM IS SUBJECT FOR ACTION*****

By: Greg Frutiger, Commission Chairperson

Submitted September 11, 2020

It is possible that members of and a possible quorum of members of other governmental bodies of the municipalities may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Please Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Deer-Grove EMS Chief at 608-839-5658.

**DEER-GROVE EMS COMMISSION MEETING
COTTAGE GROVE EMERGENCY SERVICES BUILDING
THURSDAY, AUGUST 20, 2020
Minutes**

Present: In Person: Kris Hampton and Greg Frutiger, Remote: Troy Allen, Kristi Williams, Gary Wieczorek and Sarah Valencia.

Also present: In Person: Chief Eric Lang, Remote: Office Manager Mandy Cysiewski, Lt. Jerry McMullen, Ross Cummings, Lt. Elliott Belden, Seth Sanders and Samantha Fedorowicz. Amy Meinholz joined at 7:15p.m. and Deputy Chief Lisa Antoniewicz joined at 7:17p.m.

Frutiger called the meeting to order at 6:34 p.m.

Public Appearances: None.

Approval of minutes from previous meeting(s): Motion by Williams/Allen to approve minutes from the July 16, 2020 as written. Motion carried 5-0 (Valencia abstained).

Discuss and consider approval of July Financial Reports: Williams questioned why legal fees are over the year's budget. Chief Lang explained it is due to several unexpected legal needs including COVID-19, Credit Card agreement with LifeQuest, MATC internship and virtual/web commission meetings. Chief Lang stated DGEMS has applied to get the COVID-19 related items reimbursed. Williams also questioned why accounting fees were at budget. Chief Lang explained this is due to the audit being completed early in the year and no further expenses will be incurred. Motion by Hampton/Allen to approve the July financial reports as presented. Motion carried 6-0.

Discuss and consider approval of Bills for Budgeted/Approved Expenses: Hampton questioned the netting. Chief Lang explained it was to put between two cabinets in the ambulance. He also stated it is similar to the netting on a Nascar car and could be called webbing. Hampton also questioned the Narc boxes repairs. Chief Lang explained it was more of an upgrade than a repair, and the expense is being offset by the Deer Grove EMS Association. Hampton questioned the Handy Appliance dryer repair charge. Chief Lang stated it had to be determined if it should be repaired or just replaced. Motion by Valencia/Williams to approve payment of bills as presented. Motion carried 6-0.

Discuss and consider approval of Write Offs and Aging of Accounts: Motion by Allen/Valencia to approve the aging of accounts as presented. Motion carried 6-0.

Staff Report: There were 88 calls in July, including 6 missed calls. This is down from 93 calls in the same month last year. Volunteers provided 628 hours in July, down from 734 hours in the previous month and up from 361 hours during July 2019. In addition to what is in the written report, the following was discussed:

- Chief Lang stated DGEMS transported their first COVID-19 positive patient.
- Valencia questioned if in the top 10 provider impressions was abuse of alcohol really number one? Chief Lang stated with 83 calls for the month four could potentially be abuse of alcohol and could be number one since the list of provider impressions is very long. He also stated there has been an uptick within the county of abuse calls whether they are illegal drugs or alcohol.
- Valencia's next questioned the July quick stats page and if the First Responder column is the car? Chief Lang stated not always and it is mostly Lt. McMullen by himself. He may or may not be in the car.

Correspondence: Chief Lang read two pieces of correspondence aloud. One was a July 6th call for a stroke with Danny Sefcik and Chief Lang as the providers. The other correspondence was a thank you letter from Dr. Stier.

Update on COVID-19 (Coronavirus) response: Chief Lang gave the following updates:

- Within the packet was an updated standard operating procedure for cloth face masks. Chief Lang added information for using an N95 or PAPR in a group living situation.
- The return to work policy was updated based on CDC information stating people only need to be fever free for 24 hours vs the prior 72 hour requirement.

Discuss and consider contract with Madison Emergency Physicians (MEP): Chief Lang stated there were two versions included in the packet. The first is the attorney comments and the second is a cleaned version signed by MEP. The attorney's comments are small except for 5.4, the indemnification clause. Due to MEP not being a government-affiliated entity they are not subject to the liability caps like a government-affiliated entity, which could cause a large exposure for DGEMS. This is a similar situation to the mask sanitizing machine. Chief Lang looked at how the mask sanitizing machine contract was modified, adjusted the MEP contract and sent it to insurance to see if it was acceptable. Chief Lang also reached out to Marshall and DeForest to see how they managed the indemnification clause. Chief Lang stated one didn't send to an attorney, and the other said they modified the clause similar to Deer Grove's. Chief Lang sent it to the insurance, and they said it was fine. He then sent it to the attorney, and he said as long as it's fine with the insurance company he is fine with it. Chief Lang stated he made the changes, sent the contract to MEP notifying them of the changes. They had no issue with the changes, signed it and sent it back. Motion by Hampton/Williams to approve the contract with Madison Emergency Physicians. Motion carried 6-0.

Discuss and consider supplemental employee paid vision benefits through ETF: Chief Lang stated this benefit is similar to last year with the supplemental dental and would be made available for employee purchase. He also stated some vision coverage is in the current health insurance plan so this would be additional coverage. Hampton questioned if it was paid 100% by the employee if they want it. Chief Lang confirmed it is 100% employee paid. Hampton also questioned if there is a certain time of year for employees to enroll. Chief Lang stated employees can elect the coverage during the open enrollment timeframe, but DGEMS needs to opt in now for 2021. Motion by Williams/Valencia to offer the supplemental employee paid vision benefits through ETF. Motion carried 6-0.

Discuss and consider 2021 DGEMS Budget: Chief Lang stated the budget presented represents the needs of the department while being sensitive of the finances of each community. He also added this was proposed to stimulate conversation. He stated the biggest increase in percentage is health insurance, first due to doubling of staff from 8 to 16 and the other piece being a guess on increases as actual amounts will not be known until September. Chief Lang stated the original plan proposed going to two full-time ambulances in 2023, but there are some potential reasons for getting there sooner. One reason is in 2020 DGEMS will likely miss 75-100 calls. Another reason is DGEMS response times can be lengthy due to a large response area and where the ambulance is coming from. Also, in discussions is a senior development in Deerfield which is known to increase call volume. The final, and fiscal, reason is Act 133. It was put into effect in March of this year which allows municipalities to go over the legislative levy cap. The final increase in the budget is the capital line for \$100,000 towards the approximate \$245,000 for a new ambulance. Chief Lang stated there are multiple ways to fund a new ambulance. Office Manager Cysiewski added the only piece of the salary buckets which is an estimate is health insurance. The remainder of the rates/amounts are already known based on information from ETF and the CBA. Chief Lang added there is also money allotted to add another Lieutenant. Valencia questioned if in funding to offset section of the narrative is the 200 calls the 100 DGEMS will miss in 2020 or 200 additional calls plus the 100 missed in 2020? Chief Lang stated it would be the 100 missed plus 200 additional because an ambulance would be available for other services in the area. Allen questioned how a hotel could increase call volume? Chief Lang stated it would not be anything like senior housing, but as a guess 15-20 calls/year. Allen questioned what the status is of the senior development in the Village of Deerfield. Frutiger stated it is currently a dead issue because the realtor will not return phone calls from the developer. Frutiger did state the developer would like to start building in November of this year with one 20-unit building completed in 2021, one in 2022, and a final 20-unit building in 2023 for three total buildings with 20 units each. Wiczorek stated this is a big topic and there has not been a lot of time to discuss so he believes a special meeting should be held for only this topic. Wiczorek also stated he spoke to Chief Lang earlier and would like more options including a phased in approach. Wiczorek suggested the commission members give Chief Lang input and hold special meeting. Wiczorek stated he is not concerned about Act 133 going away soon as it was fought hard by EMS especially in rural areas. Frutiger expressed concerns about people potentially not able to pay taxes due to COVID-19 related issues. Hampton added at the current rate DGEMS may only hit 1,000 calls for the year. Williams agreed with Hampton's comment and expressed reservations due to down call volume, and she is unsure it's the time to make the big jump. Wiczorek does not want to completely shut down the idea. He stated DGEMS needs to be judicious, but cannot keep putting things off. Allen stated they need revenue growth to offset this extensive increase in expense. He believes DGEMS can't hire people and hope the call volume goes up. Valencia asked for data, specifically response times, to take to the citizens to show them it is worth it. Chief Lang stated he can put together information on

DEER-GROVE EMS COMMISSION MEETING MINUTES – JULY 16, 2020

response times. Motion by Wieczorek/Valencia to continue discussions at a special meeting with date to be decided by the commission chair and Chief Lang. Motion carried 6-0.

Set next commission meeting date and location: The next meeting will be held on Thursday, September 17, 2020 at the Cottage Grove Emergency Services Building with a remote call in option beginning at 6:30 P.M.

Agenda items for next commission meeting: COVID Update, Update on medical direction, budget discussion.

Adjournment: Motion by Hampton/Williams to adjourn. Motion carried 6-0. The meeting ended at 7:43 P.M.

Submitted by Mandy Cysiewski

DEER-GROVE EMS COMMISSION MEETING
COTTAGE GROVE EMERGENCY SERVICES BUILDING
MONDAY, AUGUST 31, 2020
Minutes

Present: In Person: Kris Hampton and Greg Frutiger, Remote: Troy Allen, Kristi Williams, Don Kositzke and Sarah Valencia.

Also present: In Person: Chief Eric Lang, Remote: Office Manager Mandy Cysiewski, Lt. Jerry McMullen, Paramedic Devon Anders arrived at 6:38 p.m., Cottage Grove Police Department Lt. Matt Wagner arrived at 6:43 p.m. and Town of Pleasant Springs Supervisor Janiece Bolender arrived at 6:50 p.m.

Frutiger called the meeting to order at 6:35 p.m.

Discuss and consider 2021 DGEMS Budget: Chief Lang started with a presentation highlighting the following:

- Call volume for the years 2009-2019.
- Missed calls for the years 2011-2019.
- Call by severity for the years 2017 – August 2020.
- Call completion time.
- Missed call by time of day and day of the week.
- Mutual Aid response times into the Deer Grove EMS District
- DGEMS average response times for the years 2017-mid 2020 including weather delays.
- DGEMS response area comparisons with FitchRona EMS, Sun Prairie EMS and Waunakee EMS.
- Budgets with proposed additional staff of 8 FTE, 4 FTE, 2 FTE and a cost to continue budget along with the advantages and disadvantages of each plan.
- Additional funding sources to cover the cost of adding additional FTEs.
- Chief Lang's recommendation.

Hampton asked what year DGEMS went to full time staff. Chief Lang stated full time happened in 2010 per what he was told. Allen questioned the status of the Deerfield senior living development? Frutiger stated it is dead issue because the realtor will not return the developer's phone calls. Allen stated he believes this changes the district's needs since prior conversations alluded to needing additional staff due to the senior living development. Hampton questioned if the total cost for a new ambulance is \$100,000? Chief Lang stated it is not as the total cost would be approximately \$245,000-260,000, but the cost can be split over multiple years. In 2021 DGEMS would purchase the chastity and cot load system. Frutiger asked what is in undesignated funds and if it would be possible to put any of it towards an ambulance? Chief Lang stated there is money in undesignated funds which could potentially be used for the new ambulance. Hampton asked what price is DGEMS able to sell the Horton for? Chief Lang stated \$6,500 as of today, but it could change by the time of sale. Chief Lang stated he is still looking into the loan option. Allen stated he understands why Deer Grove is trying to do better but doesn't understand why additional staff needs to be added without any anticipation of an increase in calls. He also questioned why wages/overtime increased so much in the cost to continue budget. Chief Lang stated \$20,000 was added to overtime, because generally that line item comes in over budget. Allen asked if rates can be increased? Chief Lang stated they were increased about a year ago, but certain areas will only pay a certain amount no matter how much is charged. He added it's possible to look at the mileage rates as those are more likely to be reimbursed. Frutiger questioned if it would be possible to hire two people and have them work a daytime shift Monday-Friday. Hampton stated it is possible, but DGEMS would have to get the union to agree. Chief Lang stated it would be difficult to hire people who would want to work that shift because they can work 24 hour shifts somewhere else. Frutiger expressed concerns of the likelihood of missed calls would still be high with hiring four people on 24 hours shifts. Chief Lang stated while it is possible to still miss some calls, he would be on the ambulance Monday-Friday 8-5 and there are also the nights Lt. McMullen is on as a first

responder. Williams stated one of Deer Grove's biggest issues is the square mileage compared to areas like FitchRona and Sun Prairie. She added Deer Grove does not have the call volume FitchRona and Sun Prairie had when they added additional ambulances. Valencia stated she wants to talk to their larger boards before deciding. Chief Lang stated he did not plan for this meeting to end with a decided upon budget, but a budget does need to be finalized at the September commission meeting. Allen stated he agrees but would like to know what the Village of Cottage Grove's contribution would be without the \$100,000 capital line item for the ambulance as the village has money set aside for capital purchases vs. operational. Allen also believes there is additional revenue opportunities for non-Medicare in the form of rate increases. Chief Lang stated Deer Grove is already in the top 20% of providers in Dane County for rates. He believes only Sun Prairie and Middleton are higher. Chief Lang stated the recurring discussion has been when will Deer Grove need to add more staff, but he is unsure when that time should be. Hampton stated it should be when Deer Grove reaches 1,400 calls/year. Chief Lang questioned if Deer Grove waits until 1,400 calls/year, is it too late? Lang stated he can only bring in missed calls, and he is unable to bring in missed opportunities if a second ambulance were available. Allen stated if Deer Grove is adding staff, it needs to be done at times when it makes response times quicker, it saves lives and generates additional revenue for the district. Allen stated he needs to see a benefit revenue wise and does not see it in staffing in the middle of the night. Chief Lang stated by adding the staff the opportunities in the middle of the night are likely to increase. Hampton questioned if an ambulance is staffed more in Cottage Grove would it decrease the average response times? Chief Lang stated there are more calls in Cottage Grove but staffing more in Cottage Grove would not help Deerfield response times and he is unable to predict where the calls will be. Hampton suggested having more information at the next meeting on capital purchases and what the options might be. Valencia stated she would like to take the information to the Village of Cottage Grove's meeting on Tuesday September 8th. Allen added his concern of the budget not being approved by the commission, so if a different route was taken by the commission the Village of Cottage Grove would not have much say other than their vote, but there are two other voting boards. Valencia understood, but wants to get the village board's feeling on the proposal to find out if it's an idea they would be alright with. Allen stated Chief Lang would likely have to come to a village board meeting. Chief Lang stated he was fine with attending board meetings, but he does not want to go to the meeting with several proposals as it is too much information. Allen agreed the commission needs to narrow down the options so as not to overwhelm the boards. Frutiger stated he believes the two best proposals are the 2 FTE and 4 FTE at mid-year because they are both the same cost for next year. He added the 4 FTE mid-year also comes with added revenue. Lt. McMullen stated he supports the mid-year hire of four as it comes with many benefits including Chief Lang being on during the day, and he works 3 out of 4 nights. This creates a lot of additional opportunities for revenue. Williams stated she also supports the 4 FTE at mid-year because she believes COVID-19 will be around for another year. She also stated there has been a dip in calls along with no festivals, and she believes they will not happen next year. Williams believes hiring four people at the same time will be good for training and building staff morale by working together with the established staff. Allen stated he would like to see what would happen to the 2022 budget before voting on the 4 FTE mid-year. Kositzke asked what adding 4 FTE mid-year does for the staffing model? Chief Lang stated there would always be 3 full-time staff on and they would be supplemented with LTEs, volunteers, or himself to make two ambulances as much as possible. Chief Lang added the goal would be two ambulances staffed 24/7, but it would not always be possible. What it does guarantee is a first responder to the scene if they do not have a partner. Hampton questioned if raises had been added to the budget for Chief Lang and Office Manager Cysiewski. Office Manager Cysiewski stated a 3% raise had been added for Chief Lang, but she did not add a raise for herself. Hampton stated a raise should be added for Office Manager Cysiewski. Kositzke questioned if there were three staff on duty and one took vacation, could the vacation spot be filled by one of the three and not have a second ambulance. Chief Lang stated it would be part of the concept, but it is a moving part. He stated he wants to minimize overtime, but also try to staff the second ambulance as much as possible. Allen questioned if Deer Grove could go back to the Town of Deerfield because they would be getting more service. Chief Lang stated talking to the townships Deer Grove contracts with would be part of the plan. Allen asked for the budget for 2022 and 2023 and without the capital purchase included. Chief Lang stated by looking at the 4 FTE for a full year model will give the budget for 2022. Allen stated he thinks the 2022 budget needs to be part of the presentations to the boards.

Adjournment: Motion by Allen/Hampton to adjourn. Motion carried 6-0. The meeting ended at 8:51 P.M.

Submitted by Mandy Cysiewski

Deer Grove EMS District
Profit & Loss Budget vs. Actual
January through August 2020

	8/12th		Budget	\$ Over Budget	% of Budget	Jan - Aug 19
	Jan - Aug 20	Annual Budget				
Ordinary Income/Expense						
Income						
230 - Training Center Income	1,545.00	1,666.67	2,500.00	-955.00	61.8%	3,633.00
300 - Special Event Fee	0.00	1,333.33	2,000.00	-2,000.00	0.0%	5,265.00
4999 - Uncategorized Income	2,553.11	0.00	0.00	2,553.11	100.0%	2,341.25
610 - Town/Villages Assesments	520,617.20	347,078.13	520,617.20	0.00	100.0%	519,772.55
620 - Ambulance Run Fees	436,446.04	366,666.67	550,000.00	-113,553.96	79.35%	447,690.47
625 - Misc Government Revenue	13,732.95	0.00	0.00	13,732.95	100.0%	0.00
630 - Contracted Revenue	49,956.40	44,275.20	66,412.80	-16,456.40	75.22%	49,289.98
640 - Interest Earned	537.46	333.33	500.00	37.46	107.49%	577.58
650 - Grant Revenue	93,019.04	0.00	0.00	93,019.04	100.0%	1,000.00
693 - Donations	0.00	0.00	0.00	0.00	0.0%	25,038.84
694 - Proceeds from sale of equip.	0.00	0.00	0.00	0.00	0.0%	943.86
999 - Insurance Reimbursement	2,615.85	0.00	0.00	2,615.85	100.0%	5,458.86
Total Income	1,121,023.05	761,353.33	1,142,030.00	-21,006.95	98.16%	1,061,011.39
Gross Profit	1,121,023.05	761,353.33	1,142,030.00	-21,006.95	98.16%	1,061,011.39
Expense						
6140 - Credit Card Fees	320.03	0.00	0.00	320.03	100.0%	149.03
720 - Wages	312,219.54	337,700.00	506,550.00	-194,330.46	61.64%	293,093.18
721 - Health Insurance	96,136.00	91,413.33	137,120.00	-40,984.00	70.11%	85,763.27
722 - Workmans Comp	13,333.78	18,526.67	27,790.00	-14,456.22	47.98%	6,704.00
723 - Retirement Plan	43,057.28	39,133.33	58,700.00	-15,642.72	73.35%	38,193.02
724 - Employers FICA Expense	30,816.04	29,826.67	44,740.00	-13,923.96	68.88%	29,384.80
725 - Staff Continuing Education	1,471.00	6,000.00	9,000.00	-7,529.00	16.34%	3,525.03
726 - Travel/Mileage Reimbursement	0.00	333.33	500.00	-500.00	0.0%	30.00
728 - Medical Director Fee	4,000.00	4,000.00	6,000.00	-2,000.00	66.67%	4,000.00
729 - COVID-19 Leave	2,396.36	0.00	0.00	2,396.36	100.0%	0.00
734 - Overtime	82,551.17	75,506.67	113,260.00	-30,708.83	72.89%	83,626.18
735 - EMT Stipend	13,320.00	16,666.67	25,000.00	-11,680.00	53.28%	12,780.00
736 - LifeQuest Billing	28,142.58	30,333.33	45,500.00	-17,357.42	61.85%	30,317.75
740 - Office Equipment (expense)	637.71	1,086.67	1,630.00	-992.29	39.12%	570.79
742 - Office Supplies	544.22	1,333.33	2,000.00	-1,455.78	27.21%	1,375.29
770 - Communications	3,236.05	4,000.00	6,000.00	-2,763.95	53.93%	4,099.87
775 - IT expenses	2,768.39	4,566.67	6,850.00	-4,081.61	40.41%	2,130.48
790 - Publicity and Advertising	0.00	1,333.33	2,000.00	-2,000.00	0.0%	1,478.12
791 - Training Center Expense	1,215.27	1,333.33	2,000.00	-784.73	60.76%	1,116.54
810 - EMT Recognition	563.56	1,666.67	2,500.00	-1,936.44	22.54%	173.57
820 - EMT Continuing Education	387.53	3,333.33	5,000.00	-4,612.47	7.75%	240.00
825 - Chief Continuing Education	581.08	1,000.00	1,500.00	-918.92	38.74%	853.76
829 - Vehicle Maintenance	11,052.33	6,920.00	10,380.00	672.33	106.48%	10,283.35
831 - Fuel	7,158.34	9,333.33	14,000.00	-6,841.66	51.13%	8,703.27
840 - Equipment/Non-Disposable	7,366.24	11,200.00	16,800.00	-9,433.76	43.85%	3,091.86
842 - Equipment Maintenance	3,295.14	2,400.00	3,600.00	-304.86	91.53%	2,598.69
845 - Capital Purchase	149,789.46	0.00	0.00	149,789.46	100.0%	42,749.35
850 - Medical Supplies	26,281.10	30,066.67	45,100.00	-18,818.90	58.27%	20,935.81
852 - Training Medical Supplies	270.00	666.67	1,000.00	-730.00	27.0%	0.00
860 - Clothing	9,318.11	8,600.00	12,900.00	-3,581.89	72.23%	4,440.28
870 - Insurance	8,163.00	5,733.33	8,600.00	-437.00	94.92%	8,012.00
871 - Group Life Insurance	559.63	466.67	700.00	-140.37	79.95%	452.81
872 - Unemployment Insurance	114.04	2,666.67	4,000.00	-3,885.96	2.85%	50.00
878 - Community Medic Program	50.00	206.67	310.00	-260.00	16.13%	50.00
879 - Health Maintenance & Safety	1,010.98	1,666.67	2,500.00	-1,489.02	40.44%	1,020.19
880 - Legal Fees	5,064.00	3,333.33	5,000.00	64.00	101.28%	1,638.00
881 - Accounting Fees	7,900.00	5,333.33	8,000.00	-100.00	98.75%	8,000.00
885 - Overdue Run Fees	44,179.18	0.00	0.00	44,179.18	100.0%	76,185.19
898 - Building and Grounds	2,811.43	2,333.33	3,500.00	-688.57	80.33%	2,906.66
899 - Miscellaneous Expenses	49.95	1,333.33	2,000.00	-1,950.05	2.5%	262.60
Total Expense	922,130.52	761,353.33	1,142,030.00	-219,899.48	80.75%	790,984.74
Net Ordinary Income	198,892.53	0.00	0.00	198,892.53	100.0%	270,026.65

Deer Grove EMS District
Balance Sheet
As of August 31, 2020

	Aug 31, 20
ASSETS	
Current Assets	
Checking/Savings	437,749.65
Accounts Receivable	
1200 · Accounts Receivable	-10.00
1210 · Lifequest Receivables	198,344.67
Total Accounts Receivable	198,334.67
Other Current Assets	995.00
Total Current Assets	637,079.32
Fixed Assets	519,234.78
Other Assets	
112 · Allowance for Doubtful Accounts	-47,399.60
Total Other Assets	-47,399.60
TOTAL ASSETS	1,108,914.50
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	6,700.93
Credit Cards	
301 · One Card	2,827.43
Total Credit Cards	2,827.43
Other Current Liabilities	
Lifequest Deposit Adjustments	0.12
Payroll Liabilities	16,744.03
231 · Deferred Run Revenue	24,194.69
Total Other Current Liabilities	40,938.84
Total Current Liabilities	50,467.20
Total Liabilities	50,467.20
Equity	
1110 · Retained Earnings	122,192.89
380 · Fund Balance-Unrestricted	199,670.23
381 · Fund Balance-Restricted (FAP)	
Aids & Training	8,527.82
EMT Basic Training	9,928.91
Total 381 · Fund Balance-Restricted (FAP)	18,456.73
383 · Investment in Fixed Asset	519,234.92
Net Income	198,892.53
Total Equity	1,058,447.30
TOTAL LIABILITIES & EQUITY	1,108,914.50

Deer Grove EMS District
Bill Payment Detail
August 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
EFT	Liability Check	08/31/2020	Aflac	MCY18	101 - Operating Checking	-246.76	
				MCY18	Aflac	246.76	-246.76
TOTAL						<u>246.76</u>	<u>-246.76</u>
21041	Liability Check	08/10/2020	Minnesota Life Insurance Company	2832-GL	101 - Operating Checking	-167.46	
				2832-GL	Additional	70.32	-70.32
				2832-GL	Basic	66.02	-66.02
				2832-GL	Spouse/Dependent	10.50	-10.50
				2832-GL	Supplemental	20.62	-20.62
TOTAL						<u>167.46</u>	<u>-167.46</u>
EFT	Liability Check	08/14/2020	Bank of Deerfield		101 - Operating Checking	-16,365.15	
					Direct Deposit Liability	15,665.15	-15,665.15
					Direct Deposit Liability	700.00	-700.00
TOTAL						<u>16,365.15</u>	<u>-16,365.15</u>
21048	Liability Check	08/14/2020	Fire Fighters Local 311		101 - Operating Checking	-212.88	
					Local 311 Dues	212.88	-212.88
TOTAL						<u>212.88</u>	<u>-212.88</u>
21042	Bill Pmt -Check	08/10/2020	Bound Tree Medical, LLC	VOID: Pants/Shorts	101 - Operating Checking	0.00	
TOTAL						0.00	0.00
21043	Bill Pmt -Check	08/10/2020	DWD-UI	Unemployment K Berggren	101 - Operating Checking	-114.04	
	Bill	07/15/2020		Unemployment K Berggren	872 - Unemployment Insurance	114.04	-114.04
TOTAL						<u>114.04</u>	<u>-114.04</u>
21044	Bill Pmt -Check	08/10/2020	Landmark Services Cooperative	July Fuel	101 - Operating Checking	-668.30	
	Bill	07/31/2020		July Fuel	831 - Fuel	668.30	-668.30
TOTAL						<u>668.30</u>	<u>-668.30</u>
21045	Bill Pmt -Check	08/10/2020	Life-Assist, Inc.		101 - Operating Checking	-1,139.70	
1019937	Bill	07/20/2020		10 mL Syringe	850 - Medical Supplies	123.00	-123.00
1021138	Bill	07/23/2020		Cric Trainer	852 - Training Medical Supplies	270.00	-270.00
1021806	Bill	07/27/2020		Misc Medical Supplies	850 - Medical Supplies	746.70	-746.70

Deer Grove EMS District
Bill Payment Detail
August 2020

	Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
TOTAL							1,139.70	-1,139.70
	21046	Bill Pmt -Check	08/10/2020	Rennert's Fire Equipment Service, Inc.	M80 Maintenance	101 - Operating Checking	-291.30	
	42447	Bill	07/23/2020		M80 Maintenance	829 - Vehicle Maintenance	291.30	-291.30
TOTAL							291.30	-291.30
	21047	Bill Pmt -Check	08/10/2020	WEX Bank	July Fuel	101 - Operating Checking	-185.59	
	66846386	Bill	07/31/2020		July Fuel	831 - Fuel	185.59	-185.59
TOTAL							185.59	-185.59
	EFT	Liability Check	08/14/2020	Wisconsin Deferred Compensation	98971-01	101 - Operating Checking	-430.00	
					98971-01	WI Deferred Comp Liability	280.00	-280.00
					98971-01	WI Deferred Comp Liability	150.00	-150.00
TOTAL							430.00	-430.00
	EFT	Liability Check	08/14/2020	Wisconsin Department of Revenue	036-0000519180-02	101 - Operating Checking	-2,342.53	
					036-0000519180-02	225 - State Withholding	2,342.53	-2,342.53
TOTAL							2,342.53	-2,342.53
	EFT	Liability Check	08/18/2020	EFTTPS		101 - Operating Checking	-5,607.72	
						224 - FICA/Fed Payable	2,050.00	-2,050.00
						2242 - FICA/Fed Payable-ER	1,441.69	-1,441.69
						2241 - FICA/Fed Payable-EE	1,441.69	-1,441.69
						2242 - FICA/Fed Payable-ER	337.17	-337.17
						2241 - FICA/Fed Payable-EE	337.17	-337.17
TOTAL							5,607.72	-5,607.72
	EFT	Liability Check	08/21/2020	Employee Trust Funds	5300000	101 - Operating Checking	-11,778.38	
					5300000	Health Insurance Liability - ER	10,414.76	-10,414.76
					5300000	Health Insurance Liability - EE	1,363.62	-1,363.62
TOTAL							11,778.38	-11,778.38
	21049	Liability Check	08/25/2020	Delta Dental		101 - Operating Checking	-136.24	
						224 - FICA/Fed Payable	136.24	-136.24
TOTAL							136.24	-136.24

Deer Grove EMS District
Bill Payment Detail
August 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
EFT	Liability Check	08/28/2020	Employee Trust Funds	5300000	101 - Operating Checking	-12,508.40	
				5300000	2272 - Employer Share WRS	7,942.09	-7,942.09
				5300000	2271 - Employee Share WRS	4,566.31	-4,566.31
TOTAL						<u>12,508.40</u>	<u>-12,508.40</u>
EFT	Liability Check	08/28/2020	Wisconsin Department of Revenue	036-0000519180-02	101 - Operating Checking	-1,015.10	
				036-0000519180-02	225 - State Withholding	1,015.10	-1,015.10
TOTAL						<u>1,015.10</u>	<u>-1,015.10</u>
EFT	Liability Check	08/28/2020	Bank of Deerfield		101 - Operating Checking	-14,393.94	
					Direct Deposit Liability	13,693.94	-13,693.94
					Direct Deposit Liability	700.00	-700.00
TOTAL						<u>14,393.94</u>	<u>-14,393.94</u>
21061	Liability Check	08/28/2020	Fire Fighters Local 311		101 - Operating Checking	-213.59	
					Local 311 Dues	213.59	-213.59
TOTAL						<u>213.59</u>	<u>-213.59</u>
EFT	Liability Check	08/28/2020	Wisconsin Deferred Compensation	98971-01	101 - Operating Checking	-430.00	
				98971-01	WI Deferred Comp Liability	280.00	-280.00
				98971-01	WI Deferred Comp Liability	150.00	-150.00
TOTAL						<u>430.00</u>	<u>-430.00</u>
21050	Bill Pmt -Check	08/25/2020	Ace Hardware	Key	101 - Operating Checking	-5.37	
	Bill	08/15/2020		Key	742 - Office Supplies	5.37	-5.37
TOTAL						<u>5.37</u>	<u>-5.37</u>
21051	Bill Pmt -Check	08/25/2020	Bound Tree Medical, LLC	N95s	101 - Operating Checking	-290.32	
83726819	Bill	08/07/2020		N95s	850 - Medical Supplies	290.32	-290.32
TOTAL						<u>290.32</u>	<u>-290.32</u>
21052	Bill Pmt -Check	08/25/2020	Countryside Ford	C79 Oil change	101 - Operating Checking	-49.99	
70618	Bill	08/10/2020		C79 Oil change	829 - Vehicle Maintenance	49.99	-49.99
TOTAL						<u>49.99</u>	<u>-49.99</u>

Deer Grove EMS District
Bill Payment Detail
August 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
21053	Bill Pmt -Check	08/25/2020	Deerfield Fire Department	St 2 Phone/Internet	101 - Operating Checking	-107.32	
6	Bill	08/01/2020		St 2 Phone/Internet	770 - Communications	107.32	-107.32
TOTAL						<u>107.32</u>	<u>-107.32</u>
21054	Bill Pmt -Check	08/25/2020	Forward Pharmacy	Misc Medication	101 - Operating Checking	-220.00	
	Bill	08/01/2020		Misc Medication	850 - Medical Supplies	220.00	-220.00
TOTAL						<u>220.00</u>	<u>-220.00</u>
21055	Bill Pmt -Check	08/25/2020	Life-Assist, Inc.		101 - Operating Checking	-1,456.66	
1026126	Bill	08/10/2020		Norepi	850 - Medical Supplies	97.34	-97.34
1026050	Bill	08/10/2020		Misc Medical Supplies	850 - Medical Supplies	1,009.85	-1,009.85
1026636	Bill	08/11/2020		Epi	850 - Medical Supplies	321.44	-321.44
1027596	Bill	08/14/2020		Tube Holder	850 - Medical Supplies	18.95	-18.95
1027721	Bill	08/14/2020		XL Gloves	850 - Medical Supplies	9.08	-9.08
TOTAL						<u>1,456.66</u>	<u>-1,456.66</u>
21056	Bill Pmt -Check	08/25/2020	MATC - EMS Programs	Heartsaver FA CPR Cards	101 - Operating Checking	-360.00	
PS-150	Bill	08/12/2020		Heartsaver FA CPR Cards	791 - Training Center Expense	360.00	-360.00
TOTAL						<u>360.00</u>	<u>-360.00</u>
21057	Bill Pmt -Check	08/25/2020	Pomasl Fire Equipment	M78/80 Cabinets	101 - Operating Checking	-361.00	
82451	Bill	08/06/2020		M78/80 Cabinets	829 - Vehicle Maintenance	361.00	-361.00
TOTAL						<u>361.00</u>	<u>-361.00</u>
21058	Bill Pmt -Check	08/25/2020	Society Insurance	Work Comp	101 - Operating Checking	-1,924.53	
	Bill	08/12/2020		Work Comp	722 - Workmans Comp	1,924.53	-1,924.53
TOTAL						<u>1,924.53</u>	<u>-1,924.53</u>
21059	Bill Pmt -Check	08/25/2020	TDS	Station 1 phone/internet	101 - Operating Checking	-107.28	
	Bill	08/22/2020		August Internet	770 - Communications	59.00	-59.00
				August phone/fax	770 - Communications	48.28	-48.28
TOTAL						<u>107.28</u>	<u>-107.28</u>
21060	Bill Pmt -Check	08/25/2020	ZOLL Medical Corporation	Ear Sensors	101 - Operating Checking	-363.36	
3122936	Bill	08/18/2020		Ear Sensors	850 - Medical Supplies	363.36	-363.36
TOTAL						<u>363.36</u>	<u>-363.36</u>

Deer Grove EMS District
Bill Payment Detail
August 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
	Bill Pmt -CCard	08/06/2020	Bound Tree Medical, LLC	Pants/Shorts	One Card - Office Use Only	-82.08	
83723528	Bill	08/05/2020		Pants/Shorts	860 - Clothing	82.08	-82.08
TOTAL						82.08	-82.08
	Bill Pmt -CCard	08/11/2020	Bound Tree Medical, LLC	50-60cc syringe	One Card - Office Use Only	-9.40	
83728213	Bill	08/10/2020		50-60cc syringe	850 - Medical Supplies	9.40	-9.40
TOTAL						9.40	-9.40
	Bill Pmt -CCard	08/21/2020	Airgas USA, LLC	Oxygen	One Card - Office Use Only	-65.43	
9972418411	Bill	08/01/2020		Oxygen	850 - Medical Supplies	65.43	-65.43
TOTAL						65.43	-65.43
	Bill Pmt -CCard	08/21/2020	Gordon Flesch	July Copies	One Card - Office Use Only	-25.74	
IN13020680	Bill	08/07/2020		July Copies	740 - Office Equipment (expense)	25.74	-25.74
TOTAL						25.74	-25.74
	Bill Pmt -CCard	08/21/2020	Verizon Wireless		One Card - Office Use Only	-278.56	
9860464558	Bill	08/10/2020		Car 79 Jet pack	770 - Communications	130.02	-130.02
				M81 Jet pack	770 - Communications	30.03	-30.03
				M80 phone	770 - Communications	1.33	-1.33
				M81 phone	770 - Communications	0.98	-0.98
				M78 phone	770 - Communications	0.98	-0.98
				C79 phone	770 - Communications	0.98	-0.98
				M80 cradlepoint	770 - Communications	30.03	-30.03
				Chief	770 - Communications	54.18	-54.18
				M78 cradlepoint	770 - Communications	30.03	-30.03
TOTAL						278.56	-278.56
	Bill Pmt -CCard	08/28/2020	Bound Tree Medical, LLC	IV kits/intubation bag	One Card - Office Use Only	-185.92	
83750454	Bill	08/27/2020		IV kits/intubation bag	850 - Medical Supplies	185.92	-185.92
TOTAL						185.92	-185.92

Deer Grove EMS District Credit Card Purchases

August 2020

Date	Source Name	Memo	Split	Amount
301 - One Card				
One Card - Eric Lang				
08/01/2020	American Heart Association	ACLS Instructor Essentials	791 · Training Center Expense	102.00
08/01/2020	FedEx	Ship Narc Boxes	770 · Communications	18.34
08/04/2020	Menards	Misc Station Items	898 · Building and Grounds	116.95
08/11/2020	Carterson Public Safety Gr...	Class-Chief and DC	-SPLIT-	80.00
08/19/2020	Microsoft 365	Communication Credits	791 · Training Center Expense	20.00
Total One Card - Eric Lang				337.29
One Card - Lisa Antoniewicz				
08/14/2020	NACCME	Virtual EMS World	-SPLIT-	637.00
Total One Card - Lisa Antoniewicz				637.00
One Card - Mandy Cysiewski				
08/01/2020	Amazon.com	Dry Erase Board - Chief	898 · Building and Grounds	229.99
08/01/2020	Amazon.com	Boots - Mickelson	860 · Clothing	83.95
08/05/2020	Amazon.com	Paint Cup	898 · Building and Grounds	7.49
08/13/2020	USPS	Commission Packets/stamps	742 · Office Supplies	65.20
08/15/2020	TechSoup	Microsoft Audio Conferencing	775 · IT expenses	5.61
08/18/2020	Amazon.com	Paint Cup	898 · Building and Grounds	7.33
08/20/2020	Amazon.com	Shop Vac Filter	898 · Building and Grounds	9.79
08/24/2020	Amazon.com	Thermometer Covers	850 · Medical Supplies	25.98
Total One Card - Mandy Cysiewski				435.34
Total 301 · One Card				1,409.63
TOTAL				1,409.63

Deer Grove EMS District Payroll Transaction Detail August 2020

Date	Num	Type	Source Name	Payroll Item	Qty	Amount
08/14/2020	DD	Paycheck	Anders, Devon C	Regular Hourly Rate	80	1,717.60
				Overtime Hourly Rate	16	515.36
						2,232.96
08/28/2020	DD	Paycheck	Anders, Devon C	Regular Hourly Rate	64	1,374.08
				Overtime Hourly Rate	8	257.68
						1,631.76
08/14/2020	DD	Paycheck	Antoniewicz, Lisa M	Regular Hourly Rate	60	1,655.40
				Overtime Hourly Rate	12	496.68
				Regular Hourly Rate	20	551.80
				Overtime Hourly Rate	8	331.12
						3,035.00
08/28/2020	DD	Paycheck	Antoniewicz, Lisa M	Regular Hourly Rate	66.5	1,834.74
				Overtime Hourly Rate	18.25	755.37
				Regular Hourly Rate	13.5	372.47
				Overtime Hourly Rate	3	124.17
				Sick Hourly Rate	3	82.77
						3,169.52
08/14/2020	DD	Paycheck	Belden, Elliott H	Regular Hourly Rate	80	1,774.40
				Overtime Hourly Rate	16	532.32
						2,306.72
08/28/2020	DD	Paycheck	Belden, Elliott H	Regular Hourly Rate	67	1,486.06
				Overtime Hourly Rate	8	266.16
						1,752.22
08/14/2020	DD	Paycheck	Bell, Cristalyne J	Weekday Stipend	2	36.00
				Weekend Stipend	4	72.00
						108.00
08/14/2020	DD	Paycheck	Berggren, Kathryn B	Weekday Stipend	1	18.00
						18.00
08/14/2020	DD	Paycheck	Berggren, Kathryn B	Weekday Stipend	4	72.00
				Weekend Stipend	6	108.00
						180.00
08/14/2020	DD	Paycheck	Campbell, Erin A	Regular Hourly Rate	12	204.00
						204.00

Deer Grove EMS District
Payroll Transaction Detail
August 2020

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
08/14/2020	DD	Paycheck	Cummings, Ross E	Regular Hourly Rate	80	1,717.60
			Cummings, Ross E	Overtime Hourly Rate	16	515.36
						2,232.96
08/28/2020	DD	Paycheck	Cummings, Ross E	Regular Hourly Rate	64.5	1,384.82
			Cummings, Ross E	Overtime Hourly Rate	9.5	306.00
						1,690.82
08/14/2020	DD	Paycheck	Cysiewski, Mandy J	Regular Hourly Rate	30	540.00
			Cysiewski, Mandy J	Sick Hourly Rate	2	36.00
						576.00
08/28/2020	DD	Paycheck	Cysiewski, Mandy J	Vacation Hourly Rate	4	72.00
			Cysiewski, Mandy J	Regular Hourly Rate	28	504.00
						576.00
08/14/2020	DD	Paycheck	Einstein, Justin D	Weekend Stipend	2	36.00
						36.00
08/14/2020	DD	Paycheck	Ennis, Jamie L	Weekday Stipend	5	90.00
						90.00
08/14/2020	DD	Paycheck	Fedorowicz, Samantha E	Weekday Stipend	2	36.00
			Fedorowicz, Samantha E	Weekend Stipend	1	18.00
						54.00
08/14/2020	DD	Paycheck	Furger, Jenna J	Weekday Stipend	6	108.00
						108.00
08/14/2020	DD	Paycheck	Griffin, Elisabeth A	Weekday Stipend	5	90.00
			Griffin, Elisabeth A	Weekend Stipend	2	36.00
						126.00
08/14/2020	DD	Paycheck	Hartman, Michael D	Weekday Stipend	1	18.00
						18.00
08/28/2020	DD	Paycheck	Jensen, Andrew M	Regular Hourly Rate	25.5	433.50
						433.50
08/14/2020	DD	Paycheck	Lang, Eric A	Salary	80	3,269.23
						3,269.23

Deer Grove EMS District
Payroll Transaction Detail
August 2020

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
08/28/2020	DD	Paycheck	Lang, Eric A	Salary	80	3,269.23
						3,269.23
08/14/2020	DD	Paycheck	Lasko, Wendy J	Regular Hourly Rate	64	1,419.52
			Lasko, Wendy J	Overtime Hourly Rate	8	266.16
			Lasko, Wendy J	Regular Hourly Rate	2.5	55.45
						1,741.13
08/28/2020	DD	Paycheck	Lasko, Wendy J	Regular Hourly Rate	80	1,774.40
			Lasko, Wendy J	Overtime Hourly Rate	16	532.32
						2,306.72
08/14/2020	DD	Paycheck	Luebke, Joshua R	Weekday Stipend	8	144.00
						144.00
08/14/2020	DD	Paycheck	Martin, Alexa S	Regular Hourly Rate	8	136.00
						136.00
08/28/2020	DD	Paycheck	Martin, Alexa S	Regular Hourly Rate	13	221.00
						221.00
08/14/2020	DD	Paycheck	McMullen, Jeremy B	Weekday Stipend	26	468.00
			McMullen, Jeremy B	Weekend Stipend	18	324.00
			McMullen, Jeremy B	Holiday Stipend	4	72.00
						864.00
08/14/2020	DD	Paycheck	Mickelson, Matthew A	Regular Hourly Rate	4.5	92.12
			Mickelson, Matthew A	Overtime Hourly Rate	12.5	383.88
			Mickelson, Matthew A	Regular Hourly Rate	59.5	1,217.97
						1,693.97
08/28/2020	DD	Paycheck	Mickelson, Matthew A	Vacation Hourly Rate	24	491.28
			Mickelson, Matthew A	Regular Hourly Rate	48.5	992.80
			Mickelson, Matthew A	Overtime Hourly Rate	8	245.68
			Mickelson, Matthew A	Regular Hourly Rate	7.5	153.53
			Mickelson, Matthew A	Overtime Hourly Rate	27.5	844.53
						2,727.82
08/14/2020	DD	Paycheck	Miles, Thomas E	Weekend Stipend	4	72.00
						72.00

**Deer Grove EMS District
Payroll Transaction Detail
August 2020**

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
08/14/2020	DD	Paycheck	Regali, Trevor C	Regular Hourly Rate	13	221.00
						221.00
08/14/2020	DD	Paycheck	Salov, Courtney A	Regular Hourly Rate	9	153.00
						153.00
08/28/2020	DD	Paycheck	Salov, Courtney A	Regular Hourly Rate	18	306.00
						306.00
08/14/2020	DD	Paycheck	Sanders, Seth C	Regular Hourly Rate	80	1,717.60
			Sanders, Seth C	Overtime Hourly Rate	16	515.36
						2,232.96
08/28/2020	DD	Paycheck	Sanders, Seth C	Regular Hourly Rate	64	1,374.08
			Sanders, Seth C	Overtime Hourly Rate	9	289.89
						1,663.97
08/14/2020	DD	Paycheck	Schlicht, Trevor A	Regular Hourly Rate	64	1,310.08
			Schlicht, Trevor A	Overtime Hourly Rate	8	245.68
						1,555.76
08/28/2020	DD	Paycheck	Schlicht, Trevor A	Regular Hourly Rate	64	1,310.08
			Schlicht, Trevor A	Overtime Hourly Rate	8.5	261.04
			Schlicht, Trevor A	Vacation Hourly Rate	16	327.52
			Schlicht, Trevor A	Vacation OT Hourly Rate	8	245.68
						2,144.32
08/14/2020	DD	Paycheck	Severson, Erik L	Weekday Stipend	1	18.00
						18.00
08/14/2020	DD	Paycheck	Stier, Peter	Medical Director Fee		500.00
						500.00
08/14/2020	DD	Paycheck	Yelk Meinholz, Amy M	Weekday Stipend	2	36.00
						36.00
TOTAL						45,855.57

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09/10/20

Accrual Basis

Deer Grove EMS District
Member expenses and reimbursements through payroll
As of August 31, 2020

Type	Date	Num	Name	Memo	Amount
1512 · Member Personal Expenses Due					
Total 1512 · Member Personal Expenses Due					
Member Reimbursements Payable					
Paycheck	08/14/2020	DD	Miles, Thomas E		168.53
Total Member Reimbursements Payable					168.53
TOTAL					168.53

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Deer Grove EMS District
Deposit Detail
August 2020

Type	Date	Name	Memo	Account	Amount
General Journal	08/31/2020	LifeQuest	Payment Received - Overpayment Returns - Aug	105 · Hometown Bank	52,315.85
		LifeQuest	Payment Received - Overpayment Returns - Aug	1210 · Lifequest Receivables	-52,315.85
TOTAL					-52,315.85
General Journal	08/31/2020	LifeQuest	Payment Received - Aug-Interfacility	105 · Hometown Bank	491.95
		LifeQuest	Payment Received - Aug-Interfacility	1210 · Lifequest Receivables	-491.95
TOTAL					-491.95
Deposit	08/26/2020		Deposit	103 · Savings bank of Deerfield	1,400.00
		WE Energies Foundation	Deposit	650 · Grant Revenue	-1,400.00
TOTAL					-1,400.00
Deposit	08/31/2020		Deposit	103 · Savings bank of Deerfield	5,734.09
Payment	08/28/2020	Department of Administration Hydrite	CARES Act Provider Payment 1B	625 · Misc Government Revenue 1499 · Undeposited Funds	-4,474.09 -1,260.00
TOTAL					-5,734.09
Deposit	08/25/2020		Deposit	103 · Savings bank of Deerfield	85.84
		US Bank	Deposit	4999 · Uncategorized Income	-85.84
TOTAL					-85.84
Deposit	08/31/2020		Interest	103 · Savings bank of Deerfield	51.94
			Interest	640 · Interest Earned	-51.94
TOTAL					-51.94
Deposit	08/31/2020		Interest	101 · Operating Checking	1.09
			Interest	640 · Interest Earned	-1.09
TOTAL					-1.09

Aging Summary Report

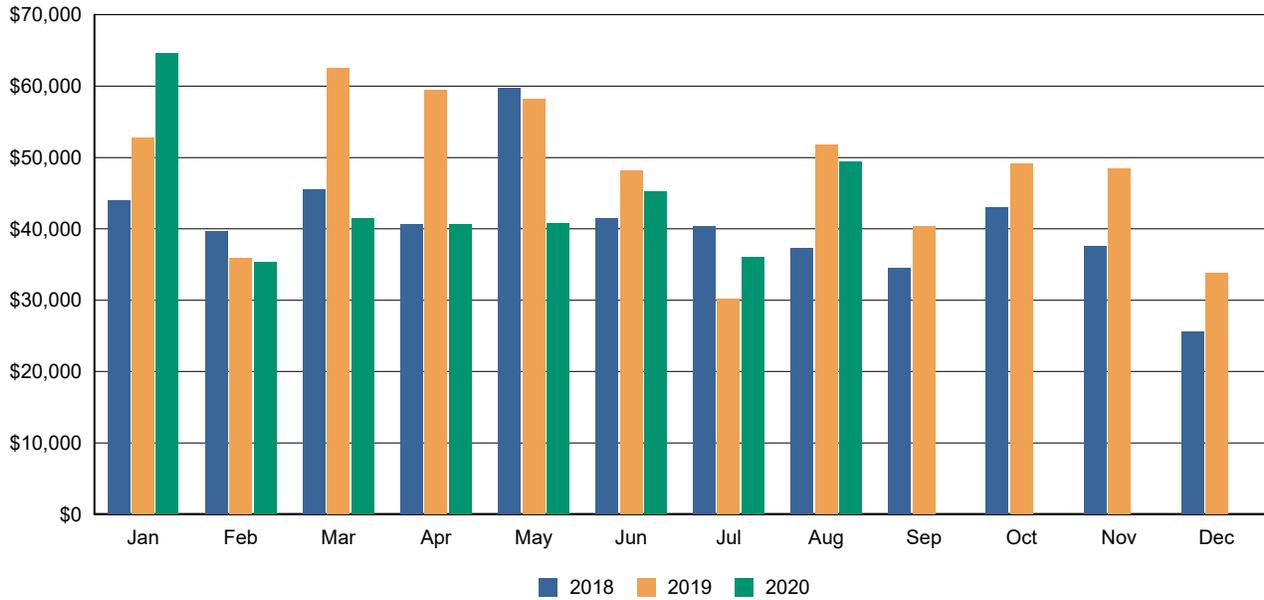
2018	Billable Units									Deposit from	
		Current	31-60 days	61-90 days	91-120	121-150	151-180	Over 180	Total	Write Offs	Collections
January	193	77,490.96	40,382.52	30,769.00	15,148.00	4,715.00	8,422.40	15,844.96	192,772.84		40,563.24
February	228	110,117.64	40,368.00	23,290.26	20,148.17	9,211.40	2,302.80	22,784.56	228,222.83		35,926.17
March	245	95,006.48	60,922.26	26,786.80	15,132.83	11,889.20	5,197.40	23,049.56	237,984.53		40,942.37
April	222	72,228.95	53,100.88	39,572.38	14,691.00	11,422.20	3,308.20	23,501.76	217,825.37		36,668.79
May	236	99,106.66	31,953.62	20,818.07	28,126.98	20,101.20		21,024.56	221,131.09		54,903.91
June	229	78,840.02	53,395.40	16,373.55	12,164.89	19,230.00		27,150.96	207,154.82		38,077.81
July	220	84,606.57	61,585.84	29,871.62	12,279.75	7,548.69	7,779.00	20,684.10	224,355.57		37,155.27
August	228	80,439.00	45,447.53	40,351.17	24,722.24	4,254.32	8,860.40	27,653.10	231,727.76		33,914.19
September	217	54,355.03	62,208.89	30,768.11	35,987.17	11,528.36		26,696.70	221,544.26		31,890.44
October	200	42,844.40	49,259.79	34,151.89	29,538.11	28,040.64		23,102.42	206,937.25		39,706.89
November	176	25,971.91	40,098.64	33,661.39	21,988.29	33,325.00		23,353.30	178,398.53		34,564.47
December	202	45,646.53	54,893.11	35,180.18	25,247.59	28,977.37		29,158.70	219,103.48		25,613.83
	2596									0.00	449,927.38

2019	Billable Units									Deposit from	
		Current	31-60 days	61-90 days	91-120	121-150	151-180	Over 180	Total	Write Offs	Collections
January	199	31,346.95	56,391.67	28,271.78	27,854.88	18,701.80		36,609.10	199,176.18		48,757.06
February	208	53,194.16	52,674.93	34,378.74	17,762.88	28,889.40		32,683.30	219,583.41		32,875.12
March	193	53,471.33	61,381.30	23,473.34	24,674.14	15,776.74		17,319.70	196,096.55		58,118.70
April	181	52,431.24	52,890.01	26,646.08	14,602.10	20,722.49		20,270.70	187,562.62		55,108.87
May	153	52,765.43	40,573.68	17,361.72	17,928.18	12,430.57		11,381.90	152,441.48		53,992.37
June	165	49,043.76	45,335.65	34,582.58	11,066.42	14,170.90		13,686.57	167,885.88		43,938.15
July	177	69,191.46	35,989.67	26,431.68	27,742.68	12,885.00		10,086.20	182,326.69		27,963.23
August	176	79,771.93	47,802.44	17,256.04	17,110.49	18,078.98		11,910.10	191,929.98		47,957.50
September	179	74,047.49	36,321.27	23,141.77	14,002.68	28,620.28		10,595.10	186,728.59		37,491.65
October	177	51,185.16	63,638.53	23,040.94	17,040.37	11,088.00		18,296.78	184,289.78		45,611.85
November	169	70,102.66	20,678.15	29,309.43	14,593.71	12,993.40		17,940.88	165,618.23		44,753.43
December	153	61,419.76	39,267.29	13,857.38	17,053.15	8,995.83		19,419.98	160,013.39		31,391.23
	2130									0.00	527,959.16

2020	Billable Units									Deposit from	
		Current	31-60 days	61-90 days	91-120	121-150	151-180	Over 180	Total	Write Offs	Collections
January	136	69,553.65	25,928.60	17,294.08	4,664.02	9,032.50		11,891.90	138,364.75		59,576.49
February	142	73,178.63	34,980.89	20,277.10	8,794.14	4,121.05		12,619.95	153,971.76		32,226.95
March	134	52,221.77	41,585.77	12,039.52	14,988.30	2,799.60		10,327.70	133,962.66		38,048.92
April	134	55,925.08	32,793.27	18,757.47	8,853.60	9,774.70		5,770.10	131,874.22		37,289.94
May	144	54,908.13	61,216.75	18,435.19	10,877.50	5,876.30		5,770.10	157,083.97		37,218.29
June	147	72,651.35	38,759.43	31,168.25	11,719.20	2,861.70		4,308.70	161,468.63		42,106.55
July	132	47,514.13	44,443.17	27,120.81	18,856.27	11,172.50		4,308.70	153,415.58		33,333.84
August	168	83,577.72	48,257.98	29,249.80	16,648.70	15,744.07		4,866.40	198,344.67		46,170.99
September											
October											
November											
December											
	1137									0.00	325,971.97

All Phases Gross Revenue

Deer-Grove EMS District
January 2018 to August 2020



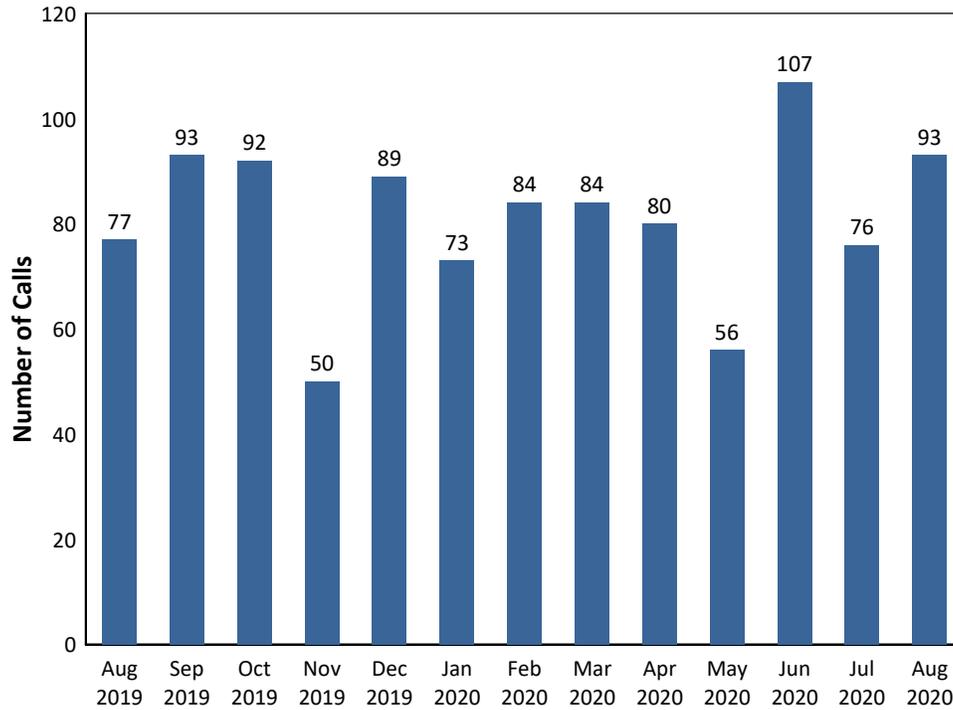
	2018	2019	2020
January	\$44,000	\$52,789	\$64,581
February	\$39,682	\$35,874	\$35,349
March	\$45,580	\$62,603	\$41,495
April	\$40,624	\$59,518	\$40,565
May	\$59,762	\$58,122	\$40,785
June	\$41,489	\$48,182	\$45,294
July	\$40,426	\$30,114	\$36,036
August	\$37,271	\$51,774	\$49,339
September	\$34,504	\$40,318	\$0
October	\$42,987	\$49,181	\$0
November	\$37,564	\$48,473	\$0
December	\$25,614	\$33,842	\$0
Total Gross Revenue	\$489,503	\$570,790	\$353,444

Total Runs Entered

Deer-Grove EMS District

August 2019 to August 2020

These numbers are based on the Date Of Entry at LifeQuest Services of each individual run.



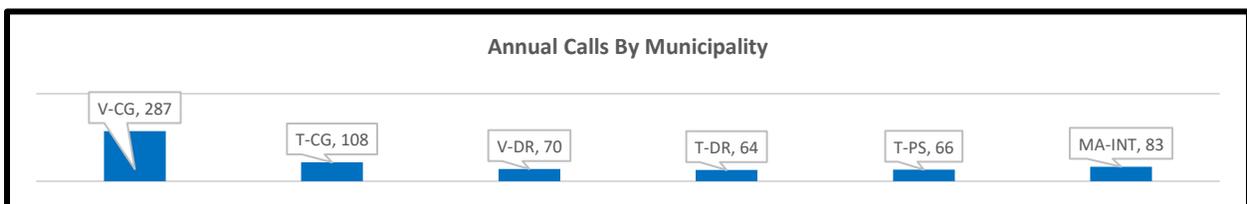
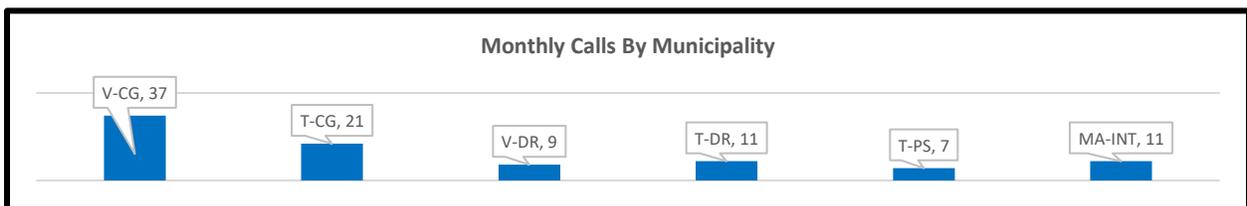
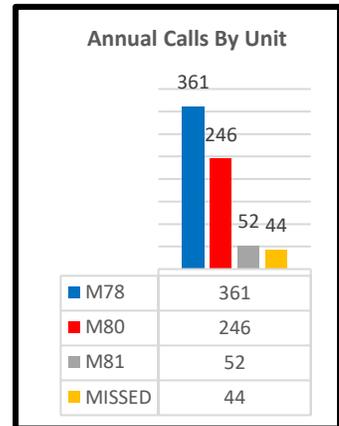
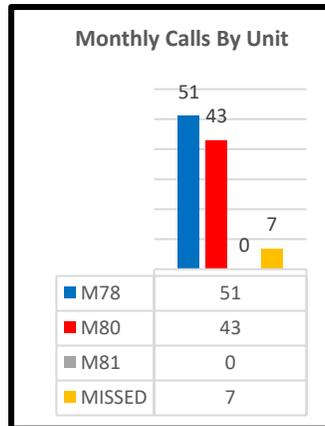
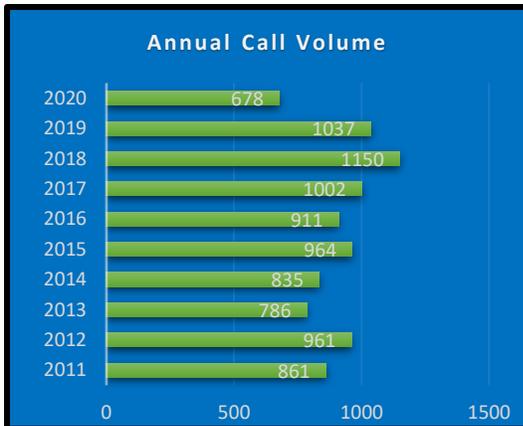
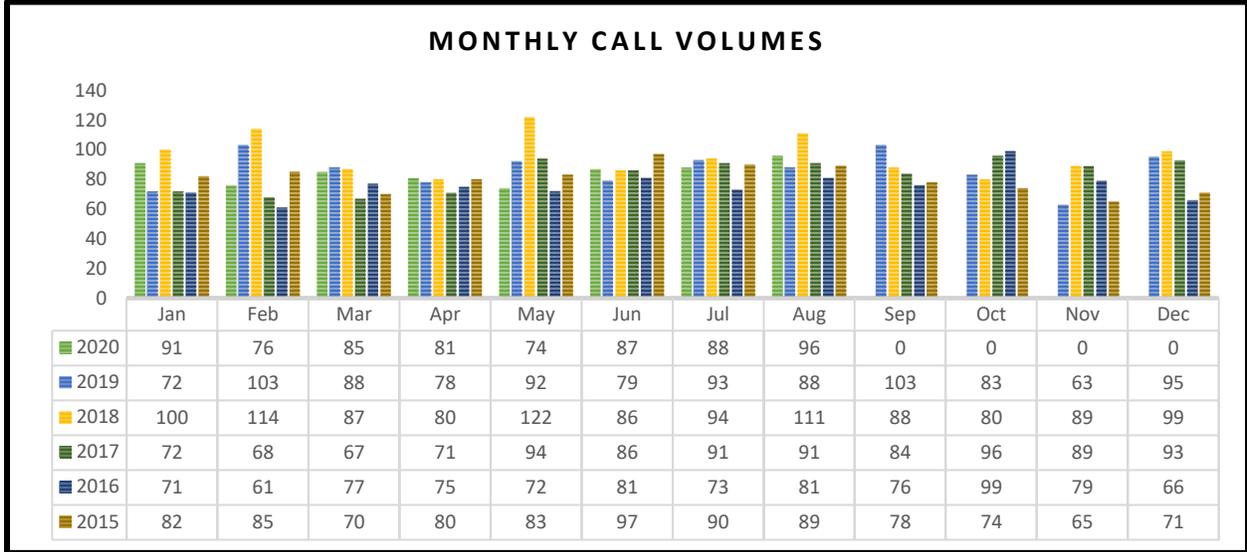


Deer-Grove EMS

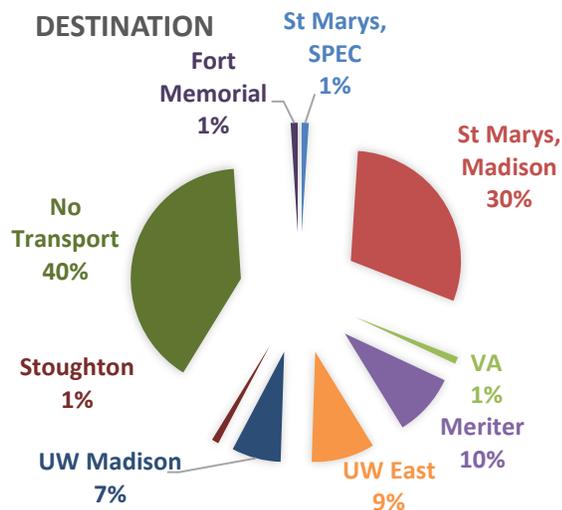
STAFF REPORT August 2020

MISSION:

Deer Grove EMS provides for the health and well-being of our communities with a team of professionals that are dedicated, knowledgeable and have a vested interest in our neighbors.



MONTHLY HOSPITAL DESTINATION



Top 10 Provider Impressions
Weakness
Encounter for general adult medical examination without abnormal findings
Acute pain due to trauma
Behavioral - Anxiety
CV - Cardiac Arrhythmia/Dysrhythmia
Endocrine - Hypoglycemia - Diabetic
Injury - Hip
Neuro - Seizure
Other general symptoms and signs
CV - Chest Pain - Presumed Cardiac

MONTHLY VOLUNTEER HOURS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	678	449	463	592	614	734	628	0	0	0	0	0
2019	740	520	620	617	536	651	361	508	565	483	552	767
2018	617	575	744	689	577	854	636	780	745	606	735	816

SECOND AMBULANCE COVERAGE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	% Extra
Total	249	79	130	234	229	192	115	154					23.6%
Station 1	84	24	26	85	98	97	46	56					37.3%
Station 2	165	55	104	204	131	95	69	98					66.6%

PATIENT AGE RANGE BY %

	Under 1	1 to 9	10 to 19	20-29	30 to 39	40 to 49	50 to 59	60 to 69	70 to 79	80 to 89	90 to 99	100 to 120
Monthly	0.00%	0.00%	9.88%	4.94%	6.17%	7.41%	9.88%	13.58%	17.28%	20.99%	9.88%	0.00%
2020	0.18%	2.28%	6.32%	7.89%	8.95%	6.84%	10.00%	15.44%	16.49%	16.67%	8.77%	0.18%
Historical	0.93%	2.84%	5.91%	7.24%	7.50%	7.56%	11.52%	14.82%	16.44%	17.86%	7.12%	0.26%

Membership Roster:

Full-Time

Anders, Devon	Paramedic
Antoniewicz, Lisa	RN, CCEMT-P
Belden, Elliott	Paramedic
Cummings, Ross	CCEMT-P
Lang, Eric	Paramedic
Lasko, Wendy	RN, EMT-P
Mickelson, Matthew	RN, EMT-P
Sanders, Seth	Paramedic
Schlicht, Trevor	Paramedic

Limited-Term

Adler, Bryan	Paramedic
Campbell, Erin	Paramedic
Curry, Clairissa	Paramedic
Dostalek, Jeffrey	Paramedic
Frye, Brandyn	Paramedic
Jensen, Andrew	Paramedic
*Lillegard, Micah	CCEMT-P
Martin, Alexa	RN, EMT-P
Regali, Trevor	Paramedic
Salov, Courtney	Paramedic
Sefcik, Daniel	Paramedic

Volunteer

Bell, Cristalyne	EMT
Berggren, Kathryn	Paramedic
Bischel, Bryce T	AEMT
*Cushing, Daniel P	EMT
Cysiewski, Mandy**	EMT
Einstein, Justin	Paramedic
Ennis, Jamie	Paramedic
Fedorowicz, Samantha	Paramedic
Furger, Jenna	EMT
Griffin, Elisabeth	AEMT
Hartman, Michael	AEMT
Luebke, Joshua	AEMT
McMullen, Jeremy	Paramedic
Miles, Thomas	RN, AEMT
*Schultz, Lisa	RN
Severson, Erik	EMT
Smithback, Melissa	EMT
Wargo, Thomas	RN, EMT
Yelk-Meinholz, Amy	Paramedic

*= Currently on Leave of Absence

**= Part-Time Office/Accounts Manager

- Brandyn Frye has returned from leave and will complete a short re-orientation before working this month.
- Interview session completed and working through the process of selecting potential new members.

Vehicle Maintenance Notes:

- o M78 and M80 both are experiencing an inverter-based problem and we believe we have isolated the issue.

Vehicle	Beginning Mileage	Ending Mileage	Beginning Hours	Ending Hours
M78	54,836	56,299	2523	2592
M80	72,603	74,294	3435	3522
M81	151,424	151,469	8297	8305
C79	46,649	47,180		

Deputy Chief's Report

Training Report:

- August training was provided virtually by the new Medical Direction team on the topic of Traumatic Brain Injuries. September training will also be presented virtually with a review of Ambulance Safety and Psych/Behavioral Emergencies.
- Chief and D/C provided an ACLS Instructor course to 2 of our training division members: Lex Martin and Matt Mickelson. An ACLS Provider Renewal course will be offered in-house to our members in September. There are also plans to provide PEPP and PEPP Instructor certification to training division members this fall, as well as a PALS Instructor course.
- Chief and D/C participated in a virtual leadership course, "Old School Leadership". The Chiefs and Lt. McMullen will also be attending EMS World Virtually in September.

Upcoming training sessions:

ACLS Provider Renewal – Sept 25
 WEMSA – Nov 9/10/11/13/14 (Virtual)
 PALS Provider Renewal – Jan 5
 Autism Training – Jan 25 – Deerfield
 Unconscious Bias Training – TBD

Training Center:

- Staff provided a hybrid First Aid + CPR training course to the staff of Hydrite Chemical over the course of 2 days. Wildwood Clinic staff will renew BLS CPR certification via hybrid course in October.
- The AHA has given notice they will be publishing the 2020 guidelines in October. Typically, this means new training materials will be required in the spring.

Public Relations/Special Events:

Nearly all in person public events were either canceled or postponed.

Upcoming events:
The Ride - Sept 27

Chief's Report

- Policy 2.1- Patient Care and Billing Signatures was updated, as the description of a drop-down box was missed in the original version
- Potential Public Safety Rehab Trailer
 - After decommissioning a disaster trailer Dane County EM is looking to re-allocate the trailer
 - FitchRona EMS was able to turn a similar trailer from DCEM into a Public Safety rehab resource
 - We requested the FREMS trailer for a MABAS fire in Deerfield
 - DGEMS is working to outfit a trailer for our use in the NE Dane County area
- Preventive maintenance was performed to the Zoll Cardiac Monitors
 - No problems were discovered, there was a software update completed, and the tech said they looked 'perfect'
- Much of the Chief's time for the month was spent on research and preparation for the special budget meetings with the commission and Village/Town Boards

August Quick Stats						
Date	Amb 1	Amb 2	First Responder	Reason Used	Ending Miles	Driver
1	24	0	0	Maintenance	46888	Wendy Lasko
2	24	23	1	Errands	46945	Wendy Lasko
3	24	8	13	First Responder Coverage	46981	Lisa Antoniewicz
4	24	8	0	Meeting - Out of District	47030	Eric Lang
5	24	0	0	EMERGENCY CALL	47060	Eric Lang
6	24	13	0	Meeting - Out of District	47110	Eric Lang
7	24	0	24	EMERGENCY CALL	47117	Eric Lang
8	24	0	0	Errands	47180	Eric Lang
9	24	0	0			
10	24	5	13			
11	24	0	12			
12	24	9	1			
13	24	8	0			
14	24	0	0			
15	24	0	0			
16	24	24	0			
17	24	0	9			
18	24	10	2			
19	24	0	12			
20	24	0	0			
21	24	0	0			
22	24	6	18			
23	24	0	23			
24	24	8	0			
25	24	23	1			
26	24	0	21			
27	24	0	13			
28	24	0	0			
29	24	0	0			
30	24	0	5			
31	24	9	3			
Total	744	154	171			
1069 hours of coverage total						
Total of 144% coverage						

Car 79 Responded to 16 incidents in August 2020

DGEMS-MAEMS Collaborative Response
2020 Responses

DGEMS Response Area		MAEMS Response Area	
Completed 2020	1	Completed 2020	1
August	1	August	0
Aug Missed	1	Aug Missed	1
YTD Missed	13	YTD Missed	11

As of 9/10/2020, Health Insurance rates are not final

Line Item #	Description	2020 DGEMS Budget	2020 YTD Thru Aug	Proposed 2021 DGEMS Budget	Difference (\$)	Difference (%)
720	WAGES	\$ 506,550.00	\$ 312,219.54	\$ 597,200.00	+\$90,650.00	+17.90%
721	HEALTH INSURANCE	\$ 137,120.00	\$ 96,136.00	\$ 182,200.00	+\$45,080.00	+32.88%
722	WORK. COMP.	\$ 27,790.00	\$ 13,333.78	\$ 23,000.00	-\$4,790.00	-17.24%
723	RETIREMENT	\$ 58,700.00	\$ 43,057.28	\$ 73,300.00	+\$14,600.00	+24.87%
724	EMPLOYER'S FICA	\$ 44,740.00	\$ 30,816.04	\$ 59,100.00	+\$14,360.00	+32.10%
725	STAFF CONT. EDUC.	\$ 9,000.00	\$ 1,471.00	\$ 9,900.00	+\$900.00	+10.00%
726	TRAVEL/MILEAGE REIMBURS	\$ 500.00	\$ -	\$ 500.00		
728	MEDICAL DIRECTOR FEE	\$ 6,000.00	\$ 4,000.00	\$ 12,000.00	+\$6,000.00	+100.00%
734	OVERTIME	\$ 113,260.00	\$ 82,551.17	\$ 156,300.00	+\$43,040.00	+38.00%
735	EMT STIPEND	\$ 25,000.00	\$ 13,320.00	\$ 25,000.00		
736	LIFEQUEST BILLING	\$ 45,500.00	\$ 28,142.58	\$ 45,500.00		
740	OFFICE EQUIPMENT	\$ 1,630.00	\$ 637.71	\$ 1,630.00		
742	OFFICE SUPPLIES	\$ 2,000.00	\$ 544.22	\$ 2,000.00		
770	COMMUNICATIONS	\$ 6,000.00	\$ 3,236.05	\$ 5,800.00	-\$200.00	-3.33%
775	INFORMATION TECHNOLOGY	\$ 6,850.00	\$ 2,768.39	\$ 7,230.00	+\$380.00	+5.55%
790	PUBLICITY&ADVERTISING	\$ 2,000.00	\$ -	\$ 2,000.00		
791	TRAINING CENTER (EXPENSE)	\$ 2,000.00	\$ 1,215.27	\$ 2,000.00		
810	EMT RECOGNITION	\$ 2,500.00	\$ 563.56	\$ 2,500.00		
820	EMT CONT EDUC.	\$ 5,000.00	\$ 387.53	\$ 5,000.00		
825	CHIEF CONTINUING EDUC.	\$ 1,500.00	\$ 581.08	\$ 1,500.00		
829	VEHICLE MAINTENANCE	\$ 10,380.00	\$ 11,052.33	\$ 12,000.00	+\$1,620.00	+15.61%
831	FUEL	\$ 14,000.00	\$ 7,158.34	\$ 14,000.00		
840	EQUIPMENT (NON-DISPOS)	\$ 16,800.00	\$ 7,366.24	\$ 5,300.00	-\$11,500.00	-68.45%
842	EQUIPMENT MAINTENANCE	\$ 3,600.00	\$ 3,295.14	\$ 3,600.00		
845	Capital Purchase	\$ -	\$ 149,789.46	\$ 100,000.00	+\$100,000.00	
850	MEDICAL SUPPLIES	\$ 45,100.00	\$ 26,281.10	\$ 49,700.00	+\$4,600.00	+10.20%
852	TRAINING MEDICAL SUPPLIES	\$ 1,000.00	\$ 270.00	\$ 1,000.00		
860	EMT CLOTHING	\$ 12,900.00	\$ 9,318.11	\$ 18,100.00	+\$5,200.00	+40.31%
870	INSURANCE/BUSINESS	\$ 8,600.00	\$ 8,163.00	\$ 8,600.00		
871	GROUP LIFE INSURANCE	\$ 700.00	\$ 559.63	\$ 1,000.00	+\$300.00	+42.86%
872	UNEMPLOYMENT INSURANCE	\$ 4,000.00	\$ 114.04	\$ 4,000.00		
878	COMMUNITY MEDIC PROGRAM	\$ 310.00	\$ 50.00	\$ 300.00	-\$10.00	
879	HEALTH AND SAFETY	\$ 2,500.00	\$ 1,010.98	\$ 2,500.00		
880	LEGAL	\$ 5,000.00	\$ 5,064.00	\$ 8,000.00	+\$3,000.00	+60.00%
881	ACCOUNTING	\$ 8,000.00	\$ 7,900.00	\$ 8,000.00		
898	BUILDING AND GROUNDS	\$ 3,500.00	\$ 2,811.43	\$ 3,500.00		
899	ADMINISTRATIVE EXPENSES	\$ 2,000.00	\$ 49.95	\$ 2,000.00		
	TOTAL EXPENSES	\$ 1,142,030.00	\$ 875,234.95	\$ 1,455,260.00	+\$313,230.00	+27.43%

Estimated Gross Run Fees	\$ 550,000.00	\$ 436,446.04	\$ 550,000.00
Training Center Income	\$ 2,500.00	\$ 1,545.00	\$ 2,500.00
Contracted Revenue (T of DF)	\$ 33,500.00	\$ 33,500.00	\$ 34,000.00
Contracted Revenue (T of PS)	\$ 32,912.80	\$ 16,456.40	\$ 33,571.05
Contracted Revenue (CAEMS)	\$ -	\$ -	\$ -
Interest	\$ 500.00	\$ 537.46	\$ 500.00
Special Event Fees	\$ 2,000.00	\$ -	\$ 2,000.00
TOTAL SERVICE REVENUE	\$ 621,412.80	\$ 488,484.90	\$ 622,571.05
Donations	\$ -	\$ -	\$ -
Grant Revenue		\$ 91,619.04	
Proceeds from sale of equipment		\$ -	
MUNICIPAL CONTRIBUTIONS	\$ 520,617.20	\$ 520,617.20	\$ 832,688.95

Municipality	2019 Equalized Value	2019 Contribution	2020 Equalized Value	2021 Contribution	Difference	% change
V. Cottage Grove	\$ 798,718,600	\$ 277,152.19	\$ 842,628,700	\$ 440,761.52	+\$163,609.34	59.03%
T. Cottage Grove	\$ 460,310,800	\$ 159,726.02	\$ 499,405,700	\$ 261,228.72	+\$101,502.70	63.55%
V. Deerfield	\$ 241,325,500	\$ 83,738.99	\$ 249,864,100	\$ 130,698.71	+\$46,959.72	56.08%
TOTALS	\$ 1,500,354,900	\$ 520,617.20	\$ 1,591,898,500	\$ 832,688.95	+\$312,071.75	59.94%