

**DEER-GROVE EMS COMMISSION MEETING**  
**Cottage Grove Emergency Services Building**  
**4030 County Road N, Cottage Grove, WI 53527**  
**Thursday, July 16, 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 May 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. Discuss and consider current and future impacts of COVID-19.
11. Discuss and consider service medical direction.
12. Update on recent large purchases; LUCAS devices, PAPRs and CPR Mannequin.
13. Agenda items for next commission meeting.
14. Adjournment.

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

By: Greg Frutiger, Commission Chairperson

Submitted July 10, 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, JUNE 18, 2020  
Minutes**

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

Also present: In Person: Chief Eric Lang, Remote: Office Manager Mandy Cysiewski, Lt. Jerry McMullen, Deputy Chief Lisa Antoniewicz and Paramedic Matt Mickelson.

Frutiger called the meeting to order at 6:36 p.m.

**Public Appearances:** None.

**Approval of minutes from previous meeting(s):** Motion by Williams/Allen to approve minutes from the May 21, 2020 as written. Motion carried 6-0.

**Discuss and consider approval of May Financial Reports:** Motion by Hampton/Williams to approve the May financial reports as presented. Motion carried 6-0.

**Discuss and consider approval of Bills for Budgeted/Approved Expenses:** Motion by Frutiger/Valencia to approve payment of bills as presented. Motion carried 6-0.

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

**Staff Report:** There were 81 calls in May, including 7 missed calls. This is down from 92 calls in the same month last year. Volunteers provided 614 hours in May, up from 592 hours in the previous month and up from 536 hours during May 2019. In addition to what is in the written report, the following was discussed:

- Chief Lang stated M78 had a coolant leak in the Demers conversion similar to a leak repaired in M80. The repair was completed and was covered by Pomasl, who will then be reimbursed by Demers under their extended vehicle warranty.
- M80 hit another deer at the end of May. Chief Lang stated an upgraded bumper had been ordered for M78 so instead it was diverted to M80. M80 has already been repaired and returned to service.
- High performance CPR is a Dane County-wide initiative to provide the highest quality CPR to all those in cardiac arrest. Chief Lang stated the new Lucas devices will be used within this concept, with training to limit the pause in chest compression while it is being placed.

**Correspondence:** Chief Lang showed a Facebook post from a family member of a patient recently transported by Lt McMullen. Chief Lang also showed artwork provided by local Girl Scouts when they dropped off cookies at the station.

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

- There has been no recommended PPE usage change.
- PAPR devices should arrive anytime, and Chief Lang is hoping for a July 1 deployment.
- Some hospitals, such as St Mary's Madison and Sun Prairie Emergency Center have returned to normal operations. Meriter is the only ER with COVID-specific entrances.
- Each of our buildings have been opened for more department activities but is still closed to the public. This will allow for an in-person session in June.

**Discuss and consider funding arrangement for monies allocated under the "Routes to Recover Grants" program using CARES Act dollars and administered by the State of Wisconsin:** Chief Lang stated this came about during a discussion with Cottage Grove Police Department Matt Wagner, who is handling the Village of Cottage Grove's Grant application. The communities are allocated the specified amount of funding through the

granting program, and Lt Wagner asked if the Deer-Grove EMS Commission had a recommendation on how the expenses should be dispersed. Chief Lang stated Deer Grove EMS is applying for all possible funding sources to recover funds for lost revenue and extra expenses. Allen asked how much Deer Grove has spent in relation to lost revenue. Officer Manager Cysiewski reported additional expenses of around \$40k, \$2,300 in lost revenue for special events and CPR courses and \$6,100 in additional staffing expenses. Motion by Wieczorek/Hampton to use the attached percentages to allocate the appropriate expense to each community for their applications to the Routes to Recovery Granting process. Motion carried 6-0.

**Discuss and consider process for evaluation and selection of medical direction:**

Chief Lang stated Dr. Stier has been the medical director since August 2011 which is considered a long time. Chief Lang stated there should be a defined contract time period. He also would like to see the medical director doing ride alongs with crews from time to time as well as QA review for major calls, including trauma and those with serious intervention. Chief Lang would like to see what other groups could offer to us. Hampton asked about cost of a new medical director. Chief Lang stated it will not be less than we are paying right now, and he guesses we'll double what we're paying right now with a potential to pay \$12-33k. Hampton questioned if Dr. Stier is willing to fill role. Chief Lang stated he spoke with him and he is not willing to step up to this role, but he will remain on as our medical director until DGEMS can find a suitable replacement. Frutiger stated having the doctor more involved can protect Deer Grove and he thinks we need someone more involved. Gary asked if there are issues with not fulfilling what's in the current agreement. Chief Lang stated the current agreement calls for 7 total hours per month, which is subdivided into three different categories. Dr Stier has not completed a monthly allocation of hours in quite some, so it is unclear how many hour DGEMS has not received. Chief Lang wants to talk to other two groups and come back at the next meeting with an answer and someone to start 1/1/2021. Wieczorek stated due to the pandemic DGEMS may need more advice/assistance from a medical director. Commission members agreed Chief Lang can do due diligence in reaching out to Madison Emergency Physicians and UW ALS Consortium. Chief Lang stated the doctors within both organizations are EMS doctors.

**Discuss and consider return to in-person meetings:** Commission members agreed to meeting in person in Cottage Grove or somewhere with sufficient space for social distancing, but it is a personal decision as the virtual option will remain. The public must be virtual. Frutiger will also look into locations in Deerfield with sufficient space for social distancing.

**Set next commission meeting date and location:** The next meeting will be held on Thursday, July 16, 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 impact of reduced calls and events.

**Adjournment:** Motion by Hampton/Williams to adjourn. Motion carried 6-0. The meeting ended at 7:13 P.M.

Submitted by Mandy Cysiewski

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

	6/12th		Budget	\$ Over Budget	% of Budget	Jan - Jun 19
	Jan - Jun 20	Annual Budget				
Ordinary Income/Expense						
Income						
230 · Training Center Income	285.00	1,250.00	2,500.00	-2,215.00	11.4%	3,533.00
300 · Special Event Fee	0.00	1,000.00	2,000.00	-2,000.00	0.0%	4,620.00
4999 · Uncategorized Income	9,896.33	0.00	0.00	0.00	0.0%	2,190.81
610 · Town/Villages Assesments	520,617.20	260,308.60	520,617.20	0.00	100.0%	519,772.55
620 · Ambulance Run Fees	306,734.35	275,000.00	550,000.00	-243,265.65	55.77%	319,230.79
625 · Misc Government Revenue	8,018.86	0.00	0.00	8,018.86	100.0%	0.00
630 · Contracted Revenue	49,956.40	33,206.40	66,412.80	-16,456.40	75.22%	49,289.98
640 · Interest Earned	417.76	250.00	500.00	-82.24	83.55%	412.06
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
<b>Total Income</b>	<b>898,541.75</b>	<b>571,015.00</b>	<b>1,142,030.00</b>	<b>-243,488.25</b>	<b>78.68%</b>	<b>930,490.75</b>
Gross Profit	898,541.75	571,015.00	1,142,030.00	-243,488.25	78.68%	930,490.75
Expense						
6140 · Credit Card Fees	267.73	0.00	0.00	0.00	0.0%	68.80
720 · Wages	219,559.66	253,275.00	506,550.00	-286,990.34	43.34%	205,022.93
721 · Health Insurance	72,102.00	68,560.00	137,120.00	-65,018.00	52.58%	62,265.72
722 · Workmans Comp	11,409.25	13,895.00	27,790.00	-16,380.75	41.06%	0.00
723 · Retirement Plan	30,240.61	29,350.00	58,700.00	-28,459.39	51.52%	27,401.60
724 · Employers FICA Expense	21,737.13	22,370.00	44,740.00	-23,002.87	48.59%	21,042.02
725 · Staff Continuing Education	922.00	4,500.00	9,000.00	-8,078.00	10.24%	2,687.01
726 · Travel/Mileage Reimbursement	0.00	250.00	500.00	-500.00	0.0%	30.00
728 · Medical Director Fee	3,000.00	3,000.00	6,000.00	-3,000.00	50.0%	3,000.00
729 · COVID-19 Leave	1,954.92	0.00	0.00	1,954.92	100.0%	0.00
734 · Overtime	58,689.44	56,630.00	113,260.00	-54,570.56	51.82%	63,814.92
735 · EMT Stipend	9,144.00	12,500.00	25,000.00	-15,856.00	36.58%	9,594.00
736 · LifeQuest Billing	21,832.54	22,750.00	45,500.00	-23,667.46	47.98%	24,430.99
740 · Office Equipment (expense)	496.37	815.00	1,630.00	-1,133.63	30.45%	419.12
742 · Office Supplies	467.25	1,000.00	2,000.00	-1,532.75	23.36%	978.13
770 · Communications	2,387.20	3,000.00	6,000.00	-3,612.80	39.79%	3,190.31
775 · IT expenses	2,324.98	3,425.00	6,850.00	-4,525.02	33.94%	2,130.48
790 · Publicity and Advertising	0.00	1,000.00	2,000.00	-2,000.00	0.0%	1,478.12
791 · Training Center Expense	733.27	1,000.00	2,000.00	-1,266.73	36.66%	746.26
810 · EMT Recognition	563.56	1,250.00	2,500.00	-1,936.44	22.54%	-33.46
820 · EMT Continuing Education	0.00	2,500.00	5,000.00	-5,000.00	0.0%	240.00
825 · Chief Continuing Education	312.08	750.00	1,500.00	-1,187.92	20.81%	853.76
829 · Vehicle Maintenance	10,008.39	5,190.00	10,380.00	-371.61	96.42%	9,224.98
831 · Fuel	5,394.87	7,000.00	14,000.00	-8,605.13	38.54%	7,066.29
840 · Equipment/Non-Disposable	6,755.04	8,400.00	16,800.00	-10,044.96	40.21%	2,518.85
842 · Equipment Maintenance	2,879.89	1,800.00	3,600.00	-720.11	80.0%	2,598.69
845 · Capital Purchase	61,685.36	0.00	0.00	61,685.36	100.0%	42,749.35
850 · Medical Supplies	19,540.51	22,550.00	45,100.00	-25,559.49	43.33%	17,454.69
852 · Training Medical Supplies	0.00	500.00	1,000.00	-1,000.00	0.0%	0.00
860 · Clothing	9,057.04	6,450.00	12,900.00	-3,842.96	70.21%	1,998.39
870 · Insurance	4,214.00	4,300.00	8,600.00	-4,386.00	49.0%	4,142.00
871 · Group Life Insurance	405.97	350.00	700.00	-294.03	58.0%	320.02
872 · Unemployment Insurance	0.00	2,000.00	4,000.00	-4,000.00	0.0%	50.00
878 · Community Medic Program	50.00	155.00	310.00	-260.00	16.13%	50.00
879 · Health Maintenance & Safety	1,010.98	1,250.00	2,500.00	-1,489.02	40.44%	995.20
880 · Legal Fees	5,064.00	2,500.00	5,000.00	64.00	101.28%	884.00
881 · Accounting Fees	7,900.00	4,000.00	8,000.00	-100.00	98.75%	8,000.00
885 · Overdue Run Fees	37,210.70	0.00	0.00	37,210.70		53,657.33
898 · Building and Grounds	2,263.52	1,750.00	3,500.00	-1,236.48	64.67%	2,698.27
899 · Miscellaneous Expenses	49.95	1,000.00	2,000.00	-1,950.05	2.5%	255.60
<b>Total Expense</b>	<b>631,634.21</b>	<b>571,015.00</b>	<b>1,142,030.00</b>	<b>-510,395.79</b>	<b>55.31%</b>	<b>584,024.37</b>
Net Ordinary Income	266,907.54	0.00	0.00	266,907.54	100.0%	346,466.38

## Deer Grove EMS District

## Balance Sheet

As of June 30, 2020

	Jun 30, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	545,298.86
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	281.27
1210 · Lifequest Receivables	161,468.63
<b>Total Accounts Receivable</b>	161,749.90
Other Current Assets	995.00
<b>Total Current Assets</b>	708,043.76
<b>Fixed Assets</b>	519,234.78
<b>Other Assets</b>	
112 · Allowance for Doubtful Accounts	-47,399.60
<b>Total Other Assets</b>	-47,399.60
<b>TOTAL ASSETS</b>	<b>1,179,878.94</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	20,281.87
<b>Credit Cards</b>	
301 · One Card	341.20
<b>Total Credit Cards</b>	341.20
<b>Other Current Liabilities</b>	
Lifequest Deposit Adjustments	0.12
Payroll Liabilities	8,598.75
231 · Deferred Run Revenue	24,194.69
<b>Total Other Current Liabilities</b>	32,793.56
<b>Total Current Liabilities</b>	53,416.63
<b>Total Liabilities</b>	53,416.63
<b>Equity</b>	
1110 · Retained Earnings	122,192.89
380 · Fund Balance-Unrestricted	199,670.23
<b>381 · Fund Balance-Restricted (FAP)</b>	
Aids & Training	8,527.82
EMT Basic Training	9,928.91
<b>Total 381 · Fund Balance-Restricted (FAP)</b>	18,456.73
383 · Investment in Fixed Asset	519,234.92
Net Income	266,907.54
<b>Total Equity</b>	1,126,462.31
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,179,878.94</b>

Deer Grove EMS District  
Bill Payment Detail  
June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
EFT	Liability Check	06/05/2020	Bank of Deerfield		101 - Operating Checking	-15,839.90	
					Direct Deposit Liability	15,139.90	-15,139.90
					Direct Deposit Liability	700.00	-700.00
TOTAL						<u>15,839.90</u>	<u>-15,839.90</u>
20999	Liability Check	06/05/2020	Fire Fighters Local 311		101 - Operating Checking	-238.57	
					Local 311 Dues	238.57	-238.57
TOTAL						<u>238.57</u>	<u>-238.57</u>
EFT	Liability Check	06/05/2020	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>
EFT	Liability Check	06/12/2020	Wisconsin Department of Revenue	036-0000519180-02	101 - Operating Checking	-1,074.72	
				036-0000519180-02	225 - State Withholding	1,074.72	-1,074.72
TOTAL						<u>1,074.72</u>	<u>-1,074.72</u>
EFT	Liability Check	06/09/2020	EFTTPS		101 - Operating Checking	-5,935.10	
					224 - FICA/Fed Payable	2,340.00	-2,340.00
					2242 - FICA/Fed Payable-ER	1,456.82	-1,456.82
					2241 - FICA/Fed Payable-EE	1,456.82	-1,456.82
					2242 - FICA/Fed Payable-ER	340.73	-340.73
					2241 - FICA/Fed Payable-EE	340.73	-340.73
TOTAL						<u>5,935.10</u>	<u>-5,935.10</u>
20991	Bill Pmt -Check	06/03/2020	Landmark Services Cooperative	May Fuel	101 - Operating Checking	-461.04	
	Bill	05/31/2020		May Fuel	831 - Fuel	461.04	-461.04
TOTAL						<u>461.04</u>	<u>-461.04</u>
20992	Bill Pmt -Check	06/03/2020	Life-Assist, Inc.	Pulse Oximeter	101 - Operating Checking	-123.60	
1005088	Bill	05/27/2020		Pulse Oximeter	850 - Medical Supplies	123.60	-123.60
TOTAL						<u>123.60</u>	<u>-123.60</u>

Deer Grove EMS District  
Bill Payment Detail  
June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
20993	Bill Pmt -Check	06/03/2020	O'Reilly Auto Parts	Antifreeze	101 · Operating Checking	-59.97	
4331-335030	Bill	05/25/2020		Antifreeze	829 · Vehicle Maintenance	59.97	-59.97
TOTAL						59.97	-59.97
20994	Bill Pmt -Check	06/03/2020	Society Insurance	Work Comp	101 · Operating Checking	-4,705.25	
	Bill	05/27/2020		Work Comp	722 · Workmans Comp	4,705.25	-4,705.25
TOTAL						4,705.25	-4,705.25
20995	Bill Pmt -Check	06/03/2020	Stryker Medical	LUCAS battery charger	101 · Operating Checking	-1,012.70	
3031932M	Bill	06/20/2020		LUCAS battery charger	840 · Equipment/Non-Disposale	1,012.70	-1,012.70
TOTAL						1,012.70	-1,012.70
20996	Bill Pmt -Check	06/03/2020	US Bank		101 · Operating Checking	-2,539.54	
	Bill	06/03/2020			One Card - Eric Lang	361.56	-361.56
	Bill	06/03/2020			One Card - Mandy Cysiewski	353.19	-353.19
	Bill	06/03/2020			One Card - Office Use Only	1,824.79	-1,824.79
TOTAL						2,539.54	-2,539.54
20997	Bill Pmt -Check	06/03/2020	WEX Bank	May Fuel	101 · Operating Checking	-236.11	
65810767	Bill	05/31/2020		May Fuel	831 · Fuel	236.11	-236.11
TOTAL						236.11	-236.11
20998	Bill Pmt -Check	06/03/2020	ZOLL Medical Corporation	CPR Pads	101 · Operating Checking	-241.24	
3070428	Bill	05/14/2020		CPR Pads	850 · Medical Supplies	241.24	-241.24
TOTAL						241.24	-241.24
21000	Liability Check	06/15/2020	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						167.46	-167.46
EFT	Liability Check	06/19/2020	Bank of Deerfield		101 · Operating Checking	-18,516.57	

Deer Grove EMS District  
Bill Payment Detail  
June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
					Direct Deposit Liability	17,816.57	-17,816.57
					Direct Deposit Liability	700.00	-700.00
TOTAL						18,516.57	-18,516.57
21007	Liability Check	06/19/2020	Fire Fighters Local 311		101 · Operating Checking	-230.69	
					Local 311 Dues	230.69	-230.69
TOTAL						230.69	-230.69
EFT	Liability Check	06/19/2020	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	06/23/2020	EFTTPS		101 · Operating Checking	-6,362.04	
					224 · FICA/Fed Payable	2,332.00	-2,332.00
					2242 · FICA/Fed Payable-ER	1,633.13	-1,633.13
					2241 · FICA/Fed Payable-EE	1,633.13	-1,633.13
					2242 · FICA/Fed Payable-ER	381.89	-381.89
					2241 · FICA/Fed Payable-EE	381.89	-381.89
TOTAL						6,362.04	-6,362.04
EFT	Liability Check	06/29/2020	Wisconsin Department of Revenue	036-0000519180-02	101 · Operating Checking	-1,149.23	
				036-0000519180-02	225 · State Withholding	1,149.23	-1,149.23
TOTAL						1,149.23	-1,149.23
EFT	Liability Check	06/23/2020	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
EFT	Liability Check	06/29/2020	Employee Trust Funds	5300000	101 · Operating Checking	-8,050.10	
				5300000	2272 · Employer Share WRS	5,111.34	-5,111.34
				5300000	2271 · Employee Share WRS	2,938.76	-2,938.76
TOTAL						8,050.10	-8,050.10
21001	Bill Pmt -Check	06/15/2020	Conway Shield	Fogger	101 · Operating Checking	-465.50	

Deer Grove EMS District  
Bill Payment Detail  
June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
0458692-IN	Bill	05/29/2020		Fogger	840 · Equipment/Non-Disposable	465.50	-465.50
TOTAL						<u>465.50</u>	<u>-465.50</u>
21002	Bill Pmt -Check	06/15/2020	Forward Pharmacy	Thermometers	101 · Operating Checking	-247.00	
	Bill	05/31/2020		Thermometers	850 · Medical Supplies	247.00	-247.00
TOTAL						<u>247.00</u>	<u>-247.00</u>
21003	Bill Pmt -Check	06/15/2020	Life-Assist, Inc.	Atropine	101 · Operating Checking	-33.66	
1008766	Bill	06/09/2020		Atropine	850 · Medical Supplies	33.66	-33.66
TOTAL						<u>33.66</u>	<u>-33.66</u>
21004	Bill Pmt -Check	06/15/2020	Piggly Wiggly	EMS Week Supplies	101 · Operating Checking	-102.03	
	Bill	06/01/2020		EMS Week Supplies	810 · EMT Recognition	102.03	-102.03
TOTAL						<u>102.03</u>	<u>-102.03</u>
21005	Bill Pmt -Check	06/15/2020	Pomasl Fire Equipment	M80 Bumper	101 · Operating Checking	-1,720.00	
81707	Bill	05/29/2020		M80 Bumper	829 · Vehicle Maintenance	1,720.00	-1,720.00
TOTAL						<u>1,720.00</u>	<u>-1,720.00</u>
21006	Bill Pmt -Check	06/15/2020	Truckstar Collision Center	M80 Repairs	101 · Operating Checking	-1,623.85	
15714	Bill	06/09/2020		M80 Repairs	829 · Vehicle Maintenance	1,623.85	-1,623.85
TOTAL						<u>1,623.85</u>	<u>-1,623.85</u>
EFT	Liability Check	06/30/2020	Aflac	MCY18	101 · Operating Checking	-246.76	
				MCY18	Aflac	246.76	-246.76
TOTAL						<u>246.76</u>	<u>-246.76</u>
EFT	Liability Check	06/02/2020	Aflac	MCY18	101 · Operating Checking	-246.76	
				MCY18	Aflac	246.76	-246.76
TOTAL						<u>246.76</u>	<u>-246.76</u>
21008	Liability Check	06/29/2020	Delta Dental		101 · Operating Checking	-136.24	
					224 · FICA/Fed Payable	136.24	-136.24
TOTAL						<u>136.24</u>	<u>-136.24</u>

Deer Grove EMS District  
Bill Payment Detail  
June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
21009	Bill Pmt -Check	06/29/2020	Ace Hardware	Key	101 · Operating Checking	-2.49	
	Bill	06/15/2020		Key	829 · Vehicle Maintenance	2.49	-2.49
TOTAL						2.49	-2.49
21010	Bill Pmt -Check	06/29/2020	AED Superstore	Sim Pad Plus	101 · Operating Checking	-1,665.00	
1610003	Bill	06/15/2020		Sim Pad Plus	845 · Capital Purchase	1,665.00	-1,665.00
TOTAL						1,665.00	-1,665.00
21011	Bill Pmt -Check	06/29/2020	Badger Truck and Auto Group of New Glarus	M78 Maintenance	101 · Operating Checking	-470.46	
02344	Bill	06/15/2020		M78 Maintenance	829 · Vehicle Maintenance	470.46	-470.46
TOTAL						470.46	-470.46
21012	Bill Pmt -Check	06/29/2020	Life-Assist, Inc.		101 · Operating Checking	-1,339.84	
1008277	Bill	06/08/2020		Naloxone	850 · Medical Supplies	386.18	-386.18
1009393	Bill	06/11/2020		CPAP Masks	850 · Medical Supplies	335.00	-335.00
1011565	Bill	06/19/2020		Misc Medical Supplies	850 · Medical Supplies	618.66	-618.66
TOTAL						1,339.84	-1,339.84
21013	Bill Pmt -Check	06/29/2020	McKesson	Meds	101 · Operating Checking	-273.88	
7432309	Bill	06/12/2020		Meds	850 · Medical Supplies	273.88	-273.88
TOTAL						273.88	-273.88
21014	Bill Pmt -Check	06/29/2020	Pomp's Tire Service, Inc.	M78 tires	101 · Operating Checking	-1,540.60	
80217555	Bill	06/25/2020		M78 tires	829 · Vehicle Maintenance	1,540.60	-1,540.60
TOTAL						1,540.60	-1,540.60
21015	Bill Pmt -Check	06/29/2020	TDS	Station 1 phone/internet	101 · Operating Checking	-156.56	
	Bill	06/22/2020		June Internet	770 · Communications	59.00	-59.00
				July Internet	770 · Communications	59.00	-59.00
				June/July Phone	770 · Communications	38.56	-38.56
TOTAL						156.56	-156.56
21016	Bill Pmt -Check	06/29/2020	US Bank		101 · Operating Checking	-2,686.19	
	Bill	06/27/2020			One Card - Office Use Only	1,242.72	-1,242.72

Deer Grove EMS District  
Bill Payment Detail  
June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
	Bill	06/27/2020			One Card - Lisa Antoniewicz	16.76	-16.76
	Bill	06/27/2020			One Card - Eric Lang	219.83	-219.83
	Bill	06/27/2020			One Card - Mandy Cysiewski	1,206.88	-1,206.88
TOTAL						2,686.19	-2,686.19
21017	Bill Pmt -Check	06/29/2020	ZOLL Medical Corporation		101 · Operating Checking	-537.33	
3085638	Bill	06/11/2020		CPR Eletrodes	850 · Medical Supplies	240.54	-240.54
3087092	Bill	06/15/2020		Demo Electrodes	791 · Training Center Expense	296.79	-296.79
TOTAL						537.33	-537.33
	Bill Pmt -CCard	06/09/2020	GFC Leasing WI	Copier Lease	One Card - Office Use Only	-48.30	
100585565	Bill	05/21/2020		Copier Lease	740 · Office Equipment (expense)	48.30	-48.30
TOTAL						48.30	-48.30
	Bill Pmt -CCard	06/09/2020	Jackson Lewis P.C.		One Card - Office Use Only	-96.00	
7545911	Bill	05/14/2020			880 · Legal Fees	96.00	-96.00
TOTAL						96.00	-96.00
	Bill Pmt -CCard	06/15/2020	Bound Tree Medical, LLC		One Card - Office Use Only	-919.27	
83648259	Bill	06/03/2020		Misc Medical Supplies	850 · Medical Supplies	315.16	-315.16
83649945	Bill	06/04/2020		Misc Medical Supplies	850 · Medical Supplies	396.15	-396.15
83654559	Bill	06/09/2020		BP Cuffs	850 · Medical Supplies	131.96	-131.96
83659100	Bill	06/12/2020		Disposable Washcloths	850 · Medical Supplies	38.00	-38.00
83659099	Bill	06/12/2020		Disposable Washcloths	850 · Medical Supplies	38.00	-38.00
TOTAL						919.27	-919.27
	Bill Pmt -CCard	06/15/2020	Airgas USA, LLC	O2	One Card - Office Use Only	-65.43	
9970967817	Bill	05/31/2020		O2	850 · Medical Supplies	65.43	-65.43
TOTAL						65.43	-65.43
	Bill Pmt -CCard	06/15/2020	Gordon Flesch	May Copies	One Card - Office Use Only	-27.11	
IN12958952	Bill	06/07/2020		May Copies	740 · Office Equipment (expense)	27.11	-27.11
TOTAL						27.11	-27.11
	Bill Pmt -CCard	06/25/2020	Jackson Lewis P.C.	May Legal Fees	One Card - Office Use Only	-162.00	

Deer Grove EMS District  
**Bill Payment Detail**  
 June 2020

Num	Type	Date	Name	Memo	Account	Original Amount	Paid Amount
7564438	Bill	06/15/2020		May Legal fees	880 · Legal Fees	162.00	-162.00
TOTAL						162.00	-162.00
	Bill Pmt -CCard	06/25/2020	Verizon Wireless		One Card - Office Use Only	-179.20	
9856358331	Bill	06/10/2020		Car 79 Jet pack	770 · Communications	30.03	-30.03
				M81 Jet pack	770 · Communications	30.03	-30.03
				M80 phone	770 · Communications	0.91	-0.91
				M81 phone	770 · Communications	1.59	-1.59
				M78 phone	770 · Communications	1.90	-1.90
				C79 phone	770 · Communications	1.11	-1.11
				M80 cradlepoint	770 · Communications	30.03	-30.03
				Chief	770 · Communications	53.57	-53.57
				M78 cradlepoint	770 · Communications	30.03	-30.03
TOTAL						179.20	-179.20
	Bill Pmt -CCard	06/17/2020	Bound Tree Medical, LLC	Probe covers	One Card - Office Use Only	-11.85	
83660276	Bill	06/15/2020		Probe covers	850 · Medical Supplies	11.85	-11.85
TOTAL						11.85	-11.85

## Deer Grove EMS District Credit Card Purchases

June 2020

Date	Source Name	Memo	Split	Amount
<b>301 - One Card</b>				
<b>One Card - Eric Lang</b>				
06/01/2020	Walmart	Lunchbag	898 · Building and Grounds	4.14
06/15/2020	Menards	LED Lights	898 · Building and Grounds	95.88
06/15/2020	EBay	Metronomes	840 · Equipment/Non-Dispos...	75.00
06/22/2020	Costco	Dish soap/Dishwasher Detergent/Plates	-SPLIT-	44.81
Total One Card - Eric Lang				219.83
<b>One Card - Lisa Antoniewicz</b>				
06/22/2020	Costco	Swifer	898 · Building and Grounds	16.76
Total One Card - Lisa Antoniewicz				16.76
<b>One Card - Mandy Cysiewski</b>				
06/01/2020	Amazon.com	Skull Caps	860 · Clothing	14.99
06/01/2020	Amazon.com	Paper Towel	-SPLIT-	245.46
06/01/2020	Amazon.com	Toilet Paper	-SPLIT-	167.94
06/03/2020	Amazon.com	Mops heads	898 · Building and Grounds	19.99
06/04/2020	Amazon.com	Drug reference guides	840 · Equipment/Non-Dispos...	80.90
06/08/2020	Esuturescom	IO Needles	850 · Medical Supplies	457.00
06/11/2020	Amazon.com	Flares kit	829 · Vehicle Maintenance	57.98
06/15/2020	USPS	Commission packets	742 · Office Supplies	5.80
06/22/2020	Mercury Medical	CPAP Masks	201 · Accounts Payable	156.82
Total One Card - Mandy Cysiewski				1,206.88
Total 301 · One Card				1,443.47
<b>TOTAL</b>				<b>1,443.47</b>

## Deer Grove EMS District Payroll Transaction Detail June 2020

Date	Num	Type	Source Name	Payroll Item	Qty	Amount
06/05/2020	DD	Paycheck	Anders, Devon C	Regular Hourly Rate	40	858.80
			Anders, Devon C	Overtime Hourly Rate	10	322.10
			Anders, Devon C	National Pd Leave FMLA		515.28
						1,696.18
06/19/2020	DD	Paycheck	Anders, Devon C	Regular Hourly Rate	20	429.40
			Anders, Devon C	Overtime Hourly Rate	16	515.36
			Anders, Devon C	Vacation Hourly Rate	36	772.92
			Anders, Devon C	National Pd Leave FMLA		515.28
						2,232.96
06/05/2020	DD	Paycheck	Antoniewicz, Lisa M	Vacation Hourly Rate	18	496.62
			Antoniewicz, Lisa M	Regular Hourly Rate	26	717.34
			Antoniewicz, Lisa M	Overtime Hourly Rate	18	745.02
			Antoniewicz, Lisa M	Holiday Hourly Rate	24	1,022.16
			Antoniewicz, Lisa M	Regular Hourly Rate	11	303.49
			Antoniewicz, Lisa M	National Pd Leave FMLA		482.88
						3,767.51
06/19/2020	DD	Paycheck	Antoniewicz, Lisa M	Regular Hourly Rate	54	1,489.86
			Antoniewicz, Lisa M	Regular Hourly Rate	26	717.34
			Antoniewicz, Lisa M	Overtime Hourly Rate	13	538.07
						2,745.27
06/05/2020	DD	Paycheck	Belden, Elliott H	Regular Hourly Rate	48	1,064.64
			Belden, Elliott H	Vacation Hourly Rate	16	354.88
			Belden, Elliott H	Vacation OT Hourly Rate	8	266.16
						1,685.68
06/19/2020	DD	Paycheck	Belden, Elliott H	Vacation Hourly Rate	40	887.20
			Belden, Elliott H	Vacation OT Hourly Rate	8	266.16
			Belden, Elliott H	Regular Hourly Rate	40	887.20
			Belden, Elliott H	Overtime Hourly Rate	8	266.16
						2,306.72
06/19/2020	DD	Paycheck	Bell, Cristalyne J	Training Attendance Stipend	1	18.00
			Bell, Cristalyne J	Weekday Stipend	6	108.00
			Bell, Cristalyne J	Weekend Stipend	2	36.00
						162.00
06/19/2020	DD	Paycheck	Campbell, Erin A	Regular Hourly Rate	36.5	620.50
						620.50

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

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
06/05/2020	DD	Paycheck	Cummings, Ross E	Regular Hourly Rate	78	1,674.66
			Cummings, Ross E	Overtime Hourly Rate	32	1,030.72
			Cummings, Ross E	Regular Hourly Rate	2	42.94
						2,748.32
06/19/2020	DD	Paycheck	Cummings, Ross E	Regular Hourly Rate	64	1,374.08
			Cummings, Ross E	Overtime Hourly Rate	20	644.20
			Cummings, Ross E	Vacation Hourly Rate	16	343.52
			Cummings, Ross E	Vacation OT Hourly Rate	8	257.68
						2,619.48
06/19/2020	DD	Paycheck	Curry, Clairissa K	Regular Hourly Rate	24	408.00
						408.00
06/05/2020	DD	Paycheck	Cysiewski, Mandy J	Regular Hourly Rate	23.75	427.50
			Cysiewski, Mandy J	Holiday Hourly Rate	3.2	57.60
			Cysiewski, Mandy J	Vacation Hourly Rate	5.05	90.90
						576.00
06/19/2020	DD	Paycheck	Cysiewski, Mandy J	Regular Hourly Rate	32	576.00
						Cysiewski, Mandy J
						594.00
06/05/2020	DD	Paycheck	Dostalek, Jeffrey J	Regular Hourly Rate	19	323.00
						323.00
06/19/2020	DD	Paycheck	Einstein, Justin D	Weekday Stipend	2	36.00
			Einstein, Justin D	Holiday Stipend	4	72.00
			Einstein, Justin D	Training Attendance Stipend	1	18.00
						126.00
06/19/2020	DD	Paycheck	Ennis, Jamie L	Weekday Stipend	2	36.00
						36.00
06/19/2020	DD	Paycheck	Fedorowicz, Samantha E	Weekday Stipend	4	72.00
						Fedorowicz, Samantha E
						90.00
06/19/2020	DD	Paycheck	Furger, Jenna J	Weekday Stipend	3	54.00
						54.00

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

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
06/19/2020	DD	Paycheck	Griffin, Elisabeth A	Weekday Stipend	6	108.00
			Griffin, Elisabeth A	Weekend Stipend	2	36.00
						144.00
06/19/2020	DD	Paycheck	Hartman, Michael D	Weekday Stipend	3	54.00
						54.00
06/05/2020	DD	Paycheck	Lang, Eric A	Salary	72	2,942.31
			Lang, Eric A	Holiday Salary	8	326.92
						3,269.23
06/19/2020	DD	Paycheck	Lang, Eric A	Salary	80	3,269.23
						3,269.23
06/05/2020	DD	Paycheck	Lasko, Wendy J	Overtime Hourly Rate	10	332.70
			Lasko, Wendy J	Regular Hourly Rate	56	1,242.08
			Lasko, Wendy J	Overtime Hourly Rate	8	266.16
			Lasko, Wendy J	Holiday Hourly Rate	24	892.32
						2,733.26
06/19/2020	DD	Paycheck	Lasko, Wendy J	Regular Hourly Rate	64	1,419.52
			Lasko, Wendy J	Overtime Hourly Rate	8	266.16
						1,685.68
06/05/2020	DD	Paycheck	Martin, Alexa S	Regular Hourly Rate	1.5	25.50
						25.50
06/19/2020	DD	Paycheck	Martin, Alexa S	Regular Hourly Rate	23	391.00
						391.00
06/19/2020	DD	Paycheck	McMullen, Jeremy B	Weekday Stipend	22	396.00
			McMullen, Jeremy B	Weekend Stipend	28	504.00
			McMullen, Jeremy B	Holiday Stipend	4	72.00
			McMullen, Jeremy B	Training Attendance Stipend	1	18.00
						990.00
06/05/2020	DD	Paycheck	Mickelson, Matthew A	Regular Hourly Rate	80	1,557.60
			Mickelson, Matthew A	Overtime Hourly Rate	28	817.88
						2,375.48

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

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
06/19/2020	DD	Paycheck	Mickelson, Matthew A	Regular Hourly Rate	80	1,557.60
			Mickelson, Matthew A	Overtime Hourly Rate	52	1,518.92
						3,076.52
06/19/2020	DD	Paycheck	Miles, Thomas E	Weekday Stipend	2	36.00
			Miles, Thomas E	Weekend Stipend	4	72.00
			Miles, Thomas E	Training Attendance Stipend	1	18.00
						126.00
06/05/2020	DD	Paycheck	Regali, Trevor C	Regular Hourly Rate	27	459.00
						459.00
06/19/2020	DD	Paycheck	Regali, Trevor C	Regular Hourly Rate	12	204.00
						204.00
06/05/2020	DD	Paycheck	Salov, Courtney A	Regular Hourly Rate	26	442.00
			Salov, Courtney A	Regular Hourly Rate	0.5	8.50
						450.50
06/05/2020	DD	Paycheck	Sanders, Seth C	Regular Hourly Rate	76	1,631.72
			Sanders, Seth C	Overtime Hourly Rate	8	257.68
						1,889.40
06/19/2020	DD	Paycheck	Sanders, Seth C	Regular Hourly Rate	80	1,717.60
			Sanders, Seth C	Overtime Hourly Rate	16	515.36
						2,232.96
06/05/2020	DD	Paycheck	Schlicht, Trevor A	Regular Hourly Rate	70	1,432.90
			Schlicht, Trevor A	Overtime Hourly Rate	18	552.78
			Schlicht, Trevor A	Vacation Hourly Rate	10	204.70
						2,190.38
06/19/2020	DD	Paycheck	Schlicht, Trevor A	Regular Hourly Rate	40	818.80
			Schlicht, Trevor A	Overtime Hourly Rate	8	245.68
			Schlicht, Trevor A	Vacation Hourly Rate	24	491.28
						1,555.76
06/19/2020	DD	Paycheck	Sefcik, Daniel D	Regular Hourly Rate	37	629.00
						629.00

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

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Qty</u>	<u>Amount</u>
06/19/2020	DD	Paycheck	Severson, Erik L	Weekday Stipend	3	54.00
			Severson, Erik L	Training Attendance Stipend	1	18.00
						72.00
06/19/2020	DD	Paycheck	Smithback, Melissa A	Training Attendance Stipend	1	18.00
						18.00
06/19/2020	DD	Paycheck	Stier, Peter	Medical Director Fee		500.00
						500.00
06/19/2020	DD	Paycheck	Yelk Meinholz, Amy M	Weekend Stipend	4	72.00
			Yelk Meinholz, Amy M	Training Attendance Stipend	1	18.00
						90.00
<b>TOTAL</b>						<b>51,222.52</b>

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**Deer Grove EMS District**  
**Deposit Detail**  
June 2020

Type	Date	Name	Memo	Account	Amount
<b>General Journal</b>	<b>06/30/2020</b>	<b>LifeQuest</b>	<b>Payment Received - Overpayment Returns - Jun</b>	<b>105 · Hometown Bank</b>	<b>45,865.59</b>
		LifeQuest	Payment Received - Overpayment Returns - Jun	1210 · Lifequest Receivables	-45,865.59
TOTAL					-45,865.59
<b>Deposit</b>	<b>06/29/2020</b>		<b>Deposit</b>	<b>103 · Savings bank of Deerfield</b>	<b>3,167.85</b>
		League of Wisconsin Municipalities	M80 Repairs	829 · Vehicle Maintenance	-2,115.85
		League of Wisconsin Municipalities	Insurance Dividend	4999 · Uncategorized Income	-324.00
		Truckstar Collision Center	M80 overpayment	829 · Vehicle Maintenance	-728.00
TOTAL					-3,167.85
<b>Deposit</b>	<b>06/30/2020</b>		<b>Interest</b>	<b>103 · Savings bank of Deerfield</b>	<b>71.94</b>
			Interest	640 · Interest Earned	-71.94
TOTAL					-71.94
<b>Deposit</b>	<b>06/30/2020</b>		<b>Interest</b>	<b>101 · Operating Checking</b>	<b>1.00</b>
			Interest	640 · Interest Earned	-1.00
TOTAL					-1.00

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											
August											
September											
October											
November											
December											
	837									0.00	246,467.14

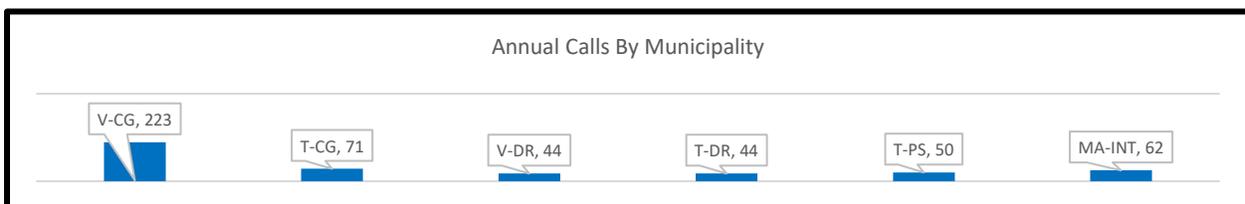
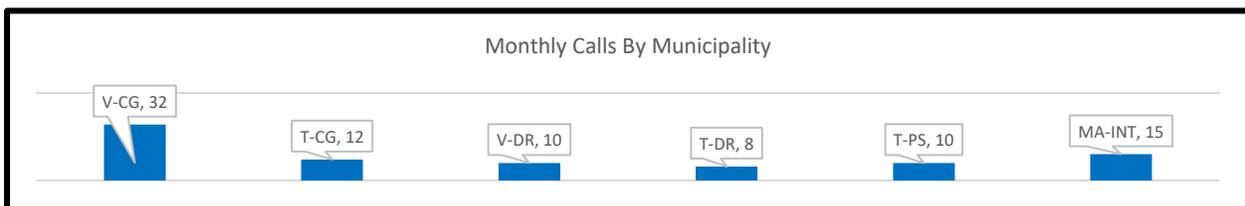
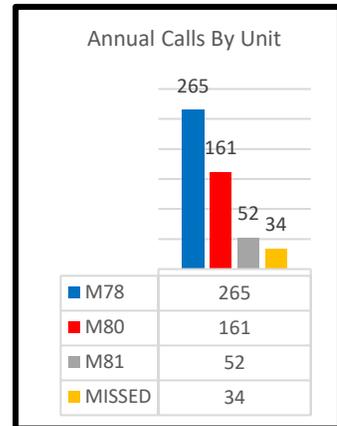
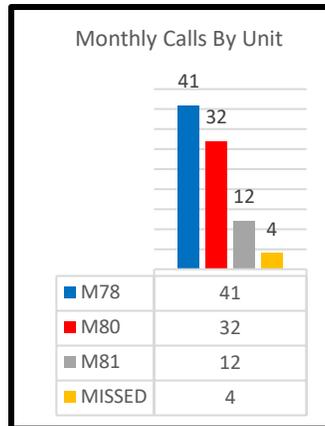
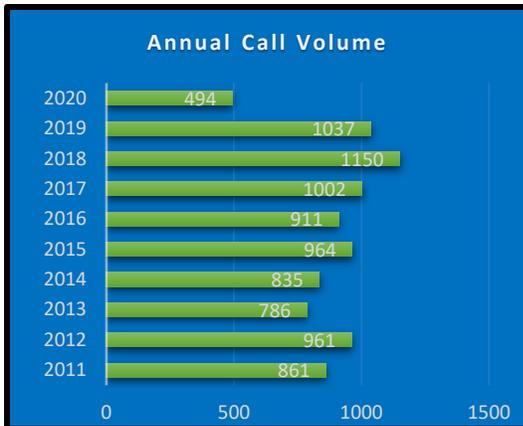
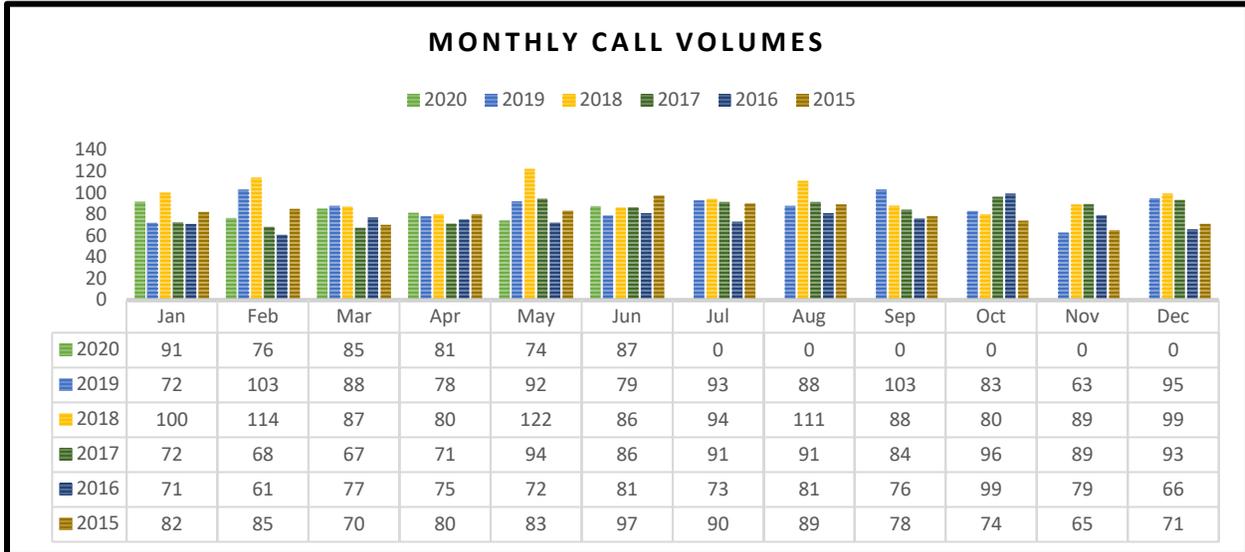


# Deer-Grove EMS

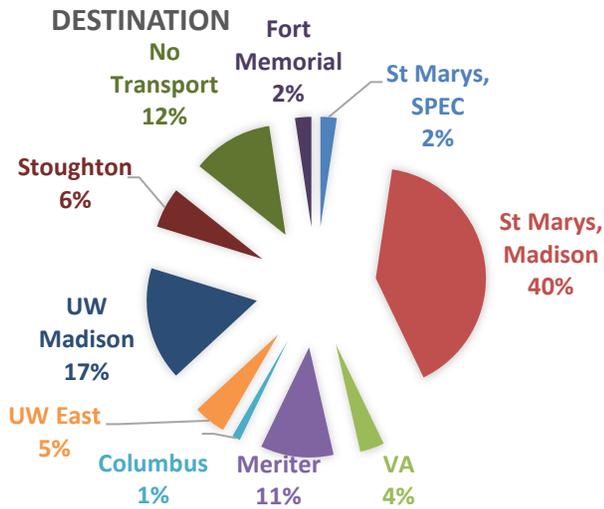
## STAFF REPORT MAY 2020

**MISSION:**

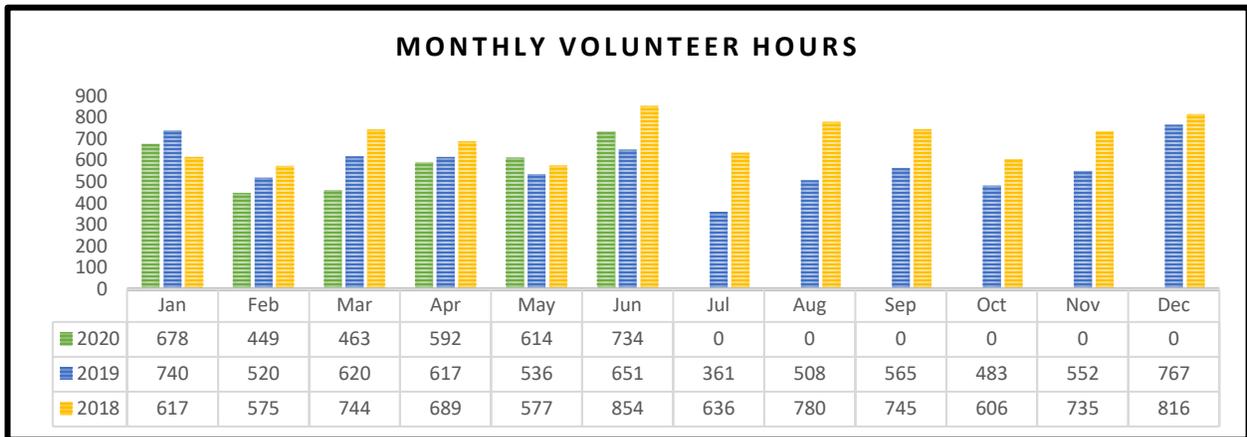
*Deer Grove EMS provides for the health and well-being of our communities with a team of professionals that are dedicated, knowledgeable and have a vested interest in our neighbors.*



**MONTHLY HOSPITAL**



Top 10 Provider Impressions
CV - Chest Pain - Presumed Cardiac
History of falling
Endocrine - Hypoglycemia - Diabetic
Injury - Ankle
Respiratory - Acute Onset Distress
Weakness
Abuse of Alcohol - Intoxication
Abuse of Narcotic (i.e. Heroin)
Bleeding or Hematoma Post Procedure/Medical Device
CV - Cardiac Arrest



**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	AEMT
Furger, Jenna	EMT
Griffin, Elisabeth	AEMT
Hartman, Michael	AEMT
Luebke, Joshua	AEMT
McMullen, Jeremy	Paramedic
Miles, Thomas	RN, EMT
*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

## Vehicle Maintenance Notes:

- M78 was taken to Badger Motors for running rough at idle and an activated 'service engine soon' light
  - Random misfire found in several cylinders and fuel filter was found to be clogged
  - Code was cleared and routine PM completed, it has run normally since
- M78 had a new set of tires installed.
  - We only needed to purchase four tires, as we still had the two from the M80 take-off
  - A front-end alignment was also completed

Vehicle	Beginning Mileage	Ending Mileage	Beginning Hours	Ending Hours
<b>M78</b>	51,843	53,327	2396	2461
<b>M80</b>	69,269	70,818	3282	3351
<b>M81</b>	150,859	151,384	8263	8292
<b>C79</b>	45,455	45,970		

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## Deputy Chief's Report

### Training Report:

The membership met in person for June training to cover the skills component of high-performance CPR. July training will be largely conducted while on shift and anyone unable to complete the training while on shift will attend on the usual training time on July 27th. July training will be skill competencies.

### Upcoming training sessions:

Autism Training – Jan 25 – Deerfield

### Training Center:

No classes were taught in June due to the pandemic.  
Hydrite Chemical has tentatively scheduled First Aid/CPR classes for August (Hybrid format).

### Public Relations/Special Events:

Nearly all in person public events were either canceled or postponed. We continue to participate in small community birthday/graduation parades when requested.

### Upcoming events:

ARCA Race – Aug 7  
The Ride - Sept 27

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## Chief's Report

- All invoices related to the Plymovent system have been submitted to FEMA and payments have been received.
  - Payment to the Town of Cottage Grove to cover exhaust modification to the fire trucks will be made.
  - The system used was less expensive than proposed in the grant application. Because of this, there were funds available to purchase a high-fidelity CPR mannequin and operating system
- Participated in a meeting with the WI EMS Office. They are proposing state-wide EMS protocol.
  - These would not be mandatory, but would be an easy pre-approved option for agencies choosing to use them
  - There were no sample documents available
- The work on the health data exchange (HDE) is mostly complete.
  - Data is flowing in a bi-directional fashion for all patients we transport to St. Mary's facilities
  - We only need to fine tune the outcomes data portions of this process and set a format giving the staff the most valuable data/information
- In cooperation with Dane County Emergency Management, the Cottage Grove Emergency Services Building was the host for a COVID-19 drive-thru testing site.
  - This event specifically targeted those in public safety throughout the area.
  - A total of 35 individuals were tested
  - More pop-up testing sites will be conducted throughout the county and DGEMS Members will assist with those
- Because of the projected arrival of the Bullard PAPR devices, our Exposure Control and Respiratory Protection Plans both needed to be reviewed. This document is rather large and is currently in the review process
  - Created a PAPR competency and medical questionnaire, all as part of OSHA requirements
  - Created SOP 8.3 Bullard Powered Air Purifying Respirator Use
- We have welcomed our first paramedic student from Madison College as part of their field internship experience
  - The student will complete the field experience with those to volunteer to be preceptors

- Current large projects Chief Lang has in progress:
  - Department structure review with possible reorganization and addition of officer positions
  - Establish a defined and comprehensive field training officer program
  - Investigation of possible new patient care report writing software
  - Replacement, heavy duty bumper for M78 (deer and cow proof aren't options in this market)

<b>June Quick Stats</b>						
<u>Date</u>	<u>Amb 1</u>	<u>Amb 2</u>	<u>First Responder</u>	<u>Reason Used</u>	<u>Ending Miles</u>	<u>Driver</u>
1	24	0	0	EMERGENCY CALL	45475	Eric Lang
2	24	12	0	Meeting - Out of District	45558	Elliott Belden
3	24	7	6	Meeting - Out of District	45613	Eric Lang
4	24	8	13	Meeting - Out of District	45678	Eric Lang
5	24	0	0	EMERGENCY CALL	45709	Jeremy McMullen
6	24	12	0	EMERGENCY CALL	45729	Eric Lang
7	24	0	0	Meeting - Out of District	45773	Eric Lang
8	24	7	5	Meeting - Out of District	45798	Eric Lang
9	24	7	1	Meeting - Out of District	45821	Eric Lang
10	24	12	0	EMERGENCY CALL	45857	Eric Lang
11	24	10	3	Meeting - Out of District	45908	Eric Lang
12	24	0	24	Meeting - Out of District	45970	Eric Lang
13	24	0	0			
14	24	0	0			
15	24	6	6			
16	24	0	12			
17	24	9	0			
18	24	12	0			
19	24	0	24			
20	24	0	0			
21	24	9	1			
22	24	0	0			
23	24	12	0			
24	24	0	12			
25	24	0	0			
26	24	22	2			
27	24	12	12			
28	24	23	0			
29	24	0	0			
30	24	10	2			
<b>Total</b>	<b>720</b>	<b>190</b>	<b>123</b>			
<b>1033 hours of coverage total</b>						
<b>Total of 143% coverage</b>						

Car 79 Responded to 5 incidents in June 2020

**DGEMS-MAEMS Collaborative Response**  
2020 Responses

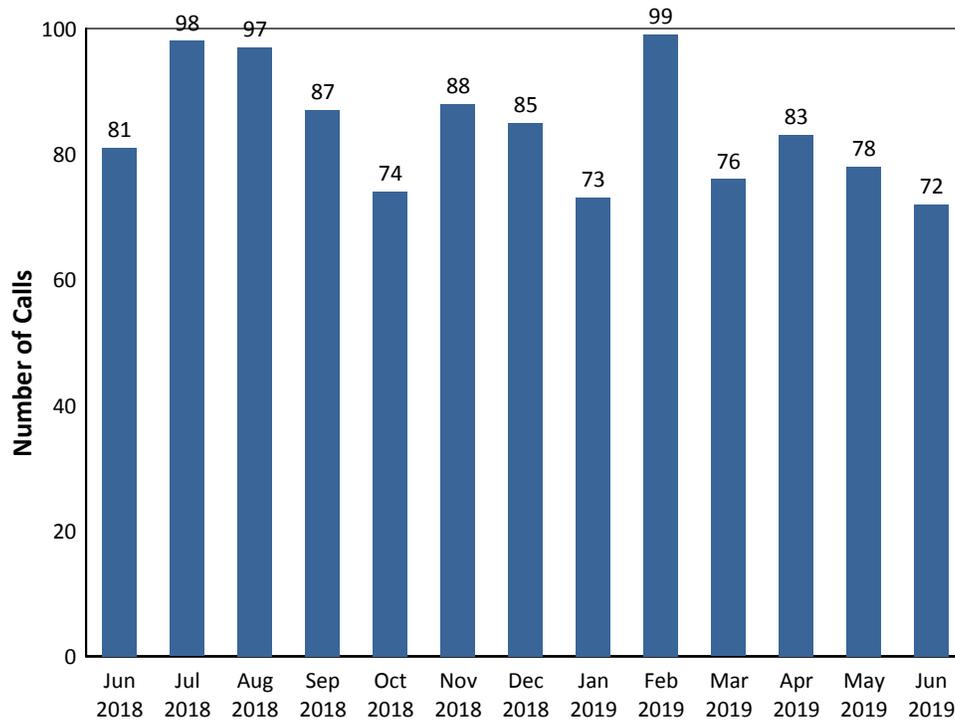
DGEMS Response Area		MAEMS Response Area	
Completed 2020	0	Completed 2020	1
June	0	June	0
June Missed	1	May Missed	0
YTD Missed	10	YTD Missed	6

# Total Runs Entered

Deer-Grove EMS Distric

June 2018 to June 2019

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

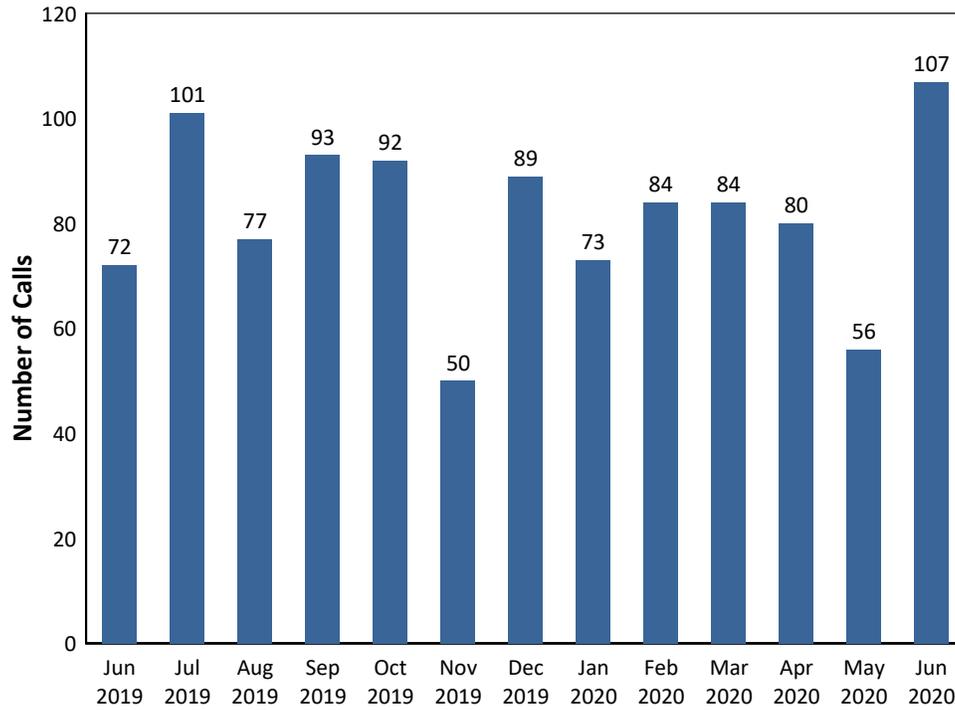


# Total Runs Entered

Deer-Grove EMS District

June 2019 to June 2020

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



## Deer Grove Base Rate Audit

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020 Thru June</u>
<u>Charge Description</u>							
Mileage - Resident	7444.5	8583.5	7977.3	7226	8343.2	8065.4	3925.7
Mileage - Non Resident	235.8	0	561.6	1930.9	2195.2	2266.7	917
No Charges Applied	161	205	214	248	226	239	97
On Scene Care ALS - Resident	5	13	19	11	5	14	7
On Scene Care ALS - Non-Resident	0	0	0	5	5	4	3
On Scene Care BLS	68	74	49	63	109	80	44
BLS Non Emergency Base Rate - Resident	2	0	0	0	0	0	0
BLS Non Emergency Base Rate - Non-Resident	0	0	0	0	0	0	0
BLS Emergency Base Rate - Resident	61	77	98	116	190	123	72
BLS Emergency Base Rate - Non-Resident	1	0	14	37	51	32	16
ALS1 Non Emergency Base Rate - Resident	2	0	1	0	0	0	0
ALS1 Non Emergency Base Rate - Non-Resident	0	0	0	0	0	0	0
ALS1 Emergency Base Rate - Resident	408	460	402	335	334	352	180
ALS1 Emergency Base Rate - Non-Resident	18	0	32	103	91	120	50
ALS2 Emergency Base Rate - Resident	34	53	33	35	19	30	10
ALS2 Emergency Base Rate - Non-Resident	3	0	5	15	9	13	4
<b>Total:</b>	<b>763</b>	<b>882</b>	<b>867</b>	<b>968</b>	<b>1039</b>	<b>1007</b>	<b>483</b>

<u>Payor Mix</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020 Thru June</u>
Commercial	27.57%	29.37%	25.98%	20.55%	17.16%	29.96%	23.55%
Medicaid	6.58%	7.22%	8.94%	6.56%	4.63%	8.77%	9.68%
Medicare	35.62%	30.26%	33.33%	36.35%	42.81%	49.37%	48.93%
Private Pay	30.22%	33.11%	31.74%	36.54%	35.39%	11.90%	17.80%

<b>Total Charges</b>	\$ 737,471.86	\$ 848,701.91	\$ 837,793.66	\$ 915,712.55	\$ 1,078,943.16	\$ 1,098,138.84	\$ 555,791.28
<b>Total Cash Credits</b>	\$ 416,335.67	\$ 499,986.54	\$ 454,621.50	\$ 420,003.98	\$ 489,502.92	\$ 570,789.71	\$ 268,068.41

# Deer Gove EMS District

## Year Over Year Revenue Review

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Jan-June 2020</b>
January	\$45,920.65	\$37,056.38	\$33,631.31	\$44,000.29	\$52,788.96	\$64,581.41
February	\$37,405.83	\$36,467.25	\$27,818.98	\$39,681.63	\$35,874.26	\$35,348.53
March	\$34,568.13	\$38,972.61	\$33,938.43	\$45,579.55	\$62,603.42	\$41,495.00
April	\$31,973.45	\$23,167.95	\$32,627.92	\$40,624.12	\$59,518.41	\$40,565.15
May	\$38,974.96	\$38,464.67	\$40,983.50	\$59,761.98	\$58,121.96	\$40,784.60
June	\$35,396.39	\$44,525.86	\$30,942.49	\$41,489.19	\$48,181.81	\$45,293.72
July	\$46,576.01	\$50,571.25	\$34,201.96	\$40,426.31	\$30,114.01	
August	\$51,404.43	\$51,150.20	\$36,229.01	\$37,270.91	\$51,773.71	
September	\$52,125.27	\$21,185.08	\$34,167.22	\$34,503.96	\$40,317.78	
October	\$41,356.72	\$29,070.77	\$42,676.97	\$42,987.36	\$49,180.61	
November	\$39,409.98	\$45,444.02	\$33,611.10	\$37,563.79	\$48,472.96	
December	\$44,874.72	\$38,545.46	\$39,175.09	\$25,613.83	\$33,841.82	
<b>Totals</b>	<b>\$499,986.54</b>	<b>\$454,621.50</b>	<b>\$420,003.98</b>	<b>\$489,502.92</b>	<b>\$570,789.71</b>	<b>\$268,068.41</b>

**Cerry Schrader of LifeQuest on 06/05/2020:**

Hi Chief,

I performed the attached Base Rate Audit, not only identifying what kind of calls have been generated over the years, but also taking a look at the change in payor mix, since that tends to have an impact on revenue. The most notable change is in your Commercial and Private Pay buckets.

I also show that you are down approximately 60 runs so far this year, which will definitely impact revenue. I don't have a perfect way of predicting final numbers, however if I were to take an educated guess, I would predict your end of year revenue to be around \$535,000.

**Cerry Schrader of LifeQuest on 07/08/2020:**

I pulled a report that shows the first half of the year, year over year, and it appears what the issue is, is not necessarily the number of runs billed out, but the bucket they are currently in. Please see the attached report, and refer to the second page. Last year at this time, you had 109 calls billed to commercial insurance, but this year 86, therefore 23 less calls to the "highest" payor, Medicaid, the lowest payor has 14 more calls this year over last, and private pay has 20 calls more than last year. This could simply be a timing issue, slowed down by COVID, but it is part of the picture.

Also, with respect to TRIP payments, the Department of Revenue extended the filing time this year due to COVID, which is also extending your timeframe of collecting TRIP funds, due to the slower process of individuals filing claims. None of these are definitely the total answers, but certainly each are part of the answer of slower recovery.

Category Group Mix

Category Group	Charges	Cash Credits	Rate 1	Mandatory Adjustments	Rate 2	Man. Adj. % Charges	Charge Variance	Charge % Variance	Cash Credits Variance	Cash Credits % Variance	Man. Adj. % Variance
<b>2020</b>											
Commercial	\$0	\$0	0.0%	\$0	0.0%	0.0%	\$0	0.0%	\$0	0.0%	0.0%
Commercial Insurance	\$134,973	\$121,810	90.2%	\$10,086	97.5%	7.5%	(\$34,400)	(20.3%)	(\$34,761)	(22.2%)	163.6%
TRICARE	\$1,558	\$927	59.5%	\$2,158	(154.5%)	138.5%	\$100	6.8%	\$452	95.0%	119.6%
Workers Compensation	\$4,296	\$3,851	89.7%	\$478	100.9%	11.1%	(\$4,030)	(48.4%)	(\$3,648)	(48.6%)	(41.6%)
Medicare	\$0	\$0	0.0%	\$0	0.0%	0.0%	\$0	0.0%	\$0	0.0%	0.0%
Medicare Fee for Service	\$189,579	\$61,762	32.6%	\$121,148	90.3%	63.9%	\$14,478	8.3%	(\$4,182)	(6.3%)	8.2%
Medicare Managed Care	\$72,729	\$22,099	30.4%	\$46,527	84.3%	64.0%	(\$4,160)	(5.4%)	(\$5,581)	(20.2%)	(11.4%)
Veteran's Health Administratio	\$18,521	\$3,342	18.0%	\$5,778	26.2%	31.2%	\$6,837	58.5%	(\$1,109)	(24.9%)	(9.7%)
Medicaid	\$0	\$0	0.0%	\$0	0.0%	0.0%	\$0	0.0%	\$0	0.0%	0.0%
Medicaid Fee for Service	\$16,501	\$3,672	22.3%	\$13,341	116.2%	80.8%	\$7,529	83.9%	\$2,220	152.9%	103.8%
Medicaid Managed Care	\$32,733	\$5,136	15.7%	\$27,292	94.4%	83.4%	\$3,641	12.5%	(\$2,076)	(28.8%)	26.3%
Private/Other	\$86,056	\$45,470	52.8%	\$8,763	58.8%	10.2%	\$23,205	36.9%	(\$336)	(0.7%)	(51.8%)
<b>SubTotal</b>	<b>\$556,947</b>	<b>\$268,068</b>	<b>48.1%</b>	<b>\$235,571</b>	<b>83.4%</b>	<b>42.3%</b>	<b>\$13,200</b>	<b>2.4%</b>	<b>(\$49,020)</b>	<b>(15.5%)</b>	<b>5.7%</b>
<b>2019</b>											
Commercial Insurance	\$169,373	\$156,571	92.4%	\$3,826	94.6%	2.3%	\$169,373	0.0%	\$156,571	0.0%	0.0%
Commercial	\$0	\$0	0.0%	\$0	0.0%	0.0%	(\$116,009)	(100.0%)	(\$116,798)	(100.0%)	(100.0%)
TRICARE	\$1,459	\$476	32.6%	\$983	100.0%	67.4%	\$1,459	0.0%	\$476	0.0%	0.0%
Workers Compensation	\$8,326	\$7,500	90.1%	\$819	99.9%	9.8%	\$8,326	0.0%	\$7,500	0.0%	0.0%
Medicare	\$0	\$0	0.0%	\$0	0.0%	0.0%	(\$329,252)	(100.0%)	(\$111,973)	(100.0%)	(100.0%)
Medicare Fee for Service	\$175,101	\$65,943	37.7%	\$111,967	104.4%	63.9%	\$175,101	0.0%	\$65,943	0.0%	0.0%
Medicare Managed Care	\$76,888	\$27,679	36.0%	\$52,536	113.7%	68.3%	\$76,888	0.0%	\$27,679	0.0%	0.0%
Veteran's Health Administratio	\$11,685	\$4,451	38.1%	\$6,400	84.2%	54.8%	\$11,685	0.0%	\$4,451	0.0%	0.0%
Medicaid	\$0	\$0	0.0%	\$0	0.0%	0.0%	(\$28,079)	(100.0%)	(\$4,824)	(100.0%)	(100.0%)
Medicaid Fee for Service	\$8,972	\$1,452	16.2%	\$6,544	59.8%	72.9%	\$8,972	0.0%	\$1,452	0.0%	0.0%
Medicaid Managed Care	\$29,092	\$7,212	24.8%	\$21,608	96.4%	74.3%	\$29,092	0.0%	\$7,212	0.0%	0.0%
Private/Other	\$62,851	\$45,805	72.9%	\$18,198	102.6%	29.0%	(\$25,638)	(29.0%)	\$6,287	15.9%	59.5%
<b>SubTotal</b>	<b>\$543,747</b>	<b>\$317,089</b>	<b>58.3%</b>	<b>\$222,881</b>	<b>98.8%</b>	<b>41.0%</b>	<b>(\$18,081)</b>	<b>(3.2%)</b>	<b>\$43,974</b>	<b>16.1%</b>	<b>(7.0%)</b>

December - 2003 is when the First Charge was Entered at LQ

Run Count

	Not On Scene Care Only				On Scene Care Only			
	Total	GY	GY %	Total	ALS	BLS	Unknown	
2020	323	1	0.31%	54	10	44	0	
2019	310	3	0.97%	44	9	35	0	

Run Count

December - 2003 is when the First Charge was Entered at LQ

	Billable Runs by Payor Category											
	Total Billable Runs	Commercial Insurance	Medicaid Managed Care	Medicaid Fee for Service	Medicare Managed Care	Medicare Fee for Servicet	Medicare Workers Comp.	Veterans Health Admin	TRICARE	Private (Self Pay)		
2020	484	86	0	25	14	0	50	123	3	12	1	63
2019	481	109	0	19	6	0	51	113	6	6	1	43

Gross Revenue By Phase			
Phase	Gross Revenue	Variance	%Variance
<b>2020</b>			
1	\$234,076	(\$54,159)	(18.8%)
2	\$13,183	\$6,542	98.5%
3	\$20,810	(\$1,403)	(6.3%)
<b>SubTotal</b>	<b>\$268,068</b>	<b>(\$49,020)</b>	<b>(15.5%)</b>
<b>2019</b>			
1	\$288,235	\$39,177	15.7%
2	\$6,641	\$2,473	59.3%
3	\$22,213	\$2,325	11.7%
<b>SubTotal</b>	<b>\$317,089</b>	<b>\$43,974</b>	<b>16.1%</b>

Charges = ANY call that has a charge applies to it in the month range for the year  
 Credits = ANY call that has a credit applied to it in the month range for the year  
 Adjustments = Credits with a Report Category of Adjustments  
 Cash Credits = Credits - Adjustments  
 Mandatory Adjustments = Adjustments that have a Credit Code ID of 8, 9, 16, 8\*, IO, 190, 466, 486, 778, 804, 958, 518, 1126, 794a, 1218, FIRE, CVA, IHMO, 223, or 1277.  
 Rate 1 = (Cash Credits/Charges)\*100  
 Rate 2 = ((Cash Credits)/(Charges-Mandatory Adjustments))\*100  
 Total Runs = all calls logged into LifeQuest billing software within the date range.  
 Billable Runs = Runs that have a total charge greater than zero.  
 Billable GY Runs = Billable Runs not considered medically necessary (GY).  
 Total GY % = (Billable GY run / Billable runs)\*100  
 On Scene Care Only = runs that are On Scene Care Only (A0998) with a total charge greater than Zero