

WABASHA AMBULANCE COMMISSION

May 20, 2025 1:00 PM

LOCATION: CITY HALL CONFERENCE ROOM

This meeting will be held in person at Wabasha City Hall.

Vision Statement: Providing the residents and visitors of Wabasha outstanding care, compassionate service, and steadfast stewardship.

MEETING AGENDA

- 1) Call to Order and Roll Call
- 2) Public Comments
- 3) Changes or Additions to Agenda
- 4) Approval: February 19th, 2025 Ambulance Commission Minutes
- 5) General Business
 - 1) Approval to Purchase Ventilator with Donation Money
 - 2) Building Task Force Update
- 6) Other Business
 - 1) Directors Report
- 7) Adjourn

Ambulance Commission

4)

Meeting Date: 05/20/2025

ITEM TITLE: Approval: February 19th, 2025 Ambulance Commission Minutes

DEPARTMENT: Ambulance

PURPOSE:

Approval: Feb 19th, 2025 Ambulance Commission Minutes

ITEM SUMMARY:

Approval: Feb 19th, 2025 Ambulance Commission Minutes

ACTION REQUIRED:

Approve Minutes

Attachments

Feb 19th, 2025 Meeting Minutes



AMBULANCE COMMISSION

PROCEEDINGS OF THE AMBULANCE COMMISSION

The regular meeting of the Ambulance Commission of the City of Wabasha was held on Wednesday February 19, 2025.

AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted AYE: Unanimous.
NAY: None. ABSENT: None. Motion: Adopted AYE: Unanimous. NAY: None. ABSENT:
None. Motion: Adopted

1. Call to Order and Roll Call

Present: Cindy Sheeley, Commissioner; Tim Wallerich, Commissioner; Jane Glander,
Commissioner

Absent: Greg Glomski, Commissioner

Also Present: Tina Cook, Asst. Director
Ryan Marking, Director

2. Public Comments

None

3. Changes or Additions to Agenda

Change in picking a new chair for the Ambulance Commission.

1. Approval: December 17th, 2024 Ambulance Commission Meeting Minutes

Moved by Commissioner Jane Glander, seconded by Commissioner Cindy Sheeley AYE:
Unanimous. NAY: None. ABSENT: None. Motion: Adopted

5. General Business

1. 2024 Annual Report

Annual Report looks good.

Moved by Commissioner Cindy Sheeley, seconded by Commissioner Jane Glander AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

2. Final 2024 Budget and Revenue

Over on the 2024 Budget. Increase in call volume and fuel usage.

3. Building Feasibility Study

The study was presented to the council on December 18th, 2024, and then a workshop was held.

Funding options and what that would do to the City's budget were discussed.

Next Tuesday, February 25th, there will be another workshop at 1500 at the CJC.

Ryan is proposing a couple of other plots for the building site of the new building.

Ryan had spoken with the owners of the property, and they would be willing to sell. They need to talk to the rest of the family first and will get back to him.

Current building site of interest needs a lot of fill.

4. Township Update

Meeting with the Township tonight at the Ambulance station.

Tom Purdy presented information to the Greenfield Township meeting.

Kellogg is the only township that has not attended any of the Township meetings.

6. Other Business

Tim Wallerich has accepted the Chair position.

No other business

7. Directors Report

972 is out and needs to be repaired. We have had 4 missed transfers due to the rig being out of service.

There are two open positions available, asking for a temporary part time position while a part time member is out having surgery.

1. Directors Report

Lucas is no longer being serviced. Suggested to use until they no longer function properly. The

The recommendation for 2030 is to replace the ambulance, power load, and cot at the same time.

Non-billable calls was questioned and explained. For example, standby's, lift assists, and no transports.

One patient has met the threshold of lift assistance and has been sent three bills, and no

payment has been received.

Transfers were questioned and explained.

Budget proves revenue is going up. 38.1% collected of what we billed

9. Adjourn

Moved by Commissioner Jane Glander, seconded by Commissioner Cindy Sheeley AYE:
Unanimous. NAY: None. ABSENT: None. Motion: Adopted

Ambulance Commission**5) 1)****Meeting Date:** 05/20/2025**ITEM TITLE:** Approval to Purchase Ventilator with Donation Money**DEPARTMENT:** Ambulance

PURPOSE:

Approval to Purchase Ventilator with Donation Money

ITEM SUMMARY:

The Ruth Doffing Foundation generously donated \$19,500 towards the purchase of a Hamilton T1 Ventilator. This donation was initiated through a conversation started by Monica and facilitated by Tom Crowley.

The need for this equipment arose from our inability to accept certain patient transfers—specifically, intubated or BiPAP transfers—due to a lack of appropriate ventilator equipment. While this ventilator is a critical component for expanding our patient care capabilities, the significant cost and historically low volume of these types of transfers placed it lower on our capital improvement priority list.

Unfortunately, upon contacting the vendor, we learned that the previously available refurbished unit is no longer in stock. The vendor has instead provided a quote for a new unit at a cost of \$22,500.

Our current donation account balance is \$5,908.98. I am requesting approval to allocate \$3,000 from this account to cover the remaining cost of the ventilator, beyond the amount provided by the Ruth Doffing Foundation. This purchase will allow us to broaden the scope of services we can safely and effectively provide to our patients.

STAFF RECOMMENDATION:

Approve the purchase of the Hamilton T1 Ventilator using the \$19,500 donation from the Ruth Doffing Foundation and \$3,000 from the Ambulance Donation Account.

ACTION REQUIRED:

Approve the purchase using the donation money.

Deny the purchase using the donation money.

Table it for further discussion.

AttachmentsVentilator Quote



PROPOSAL TO PURCHASE EQUIPMENT

10712 South 1300 East, Sandy, Utah 84094

phone (800) 248-5882

fax (800) 468-5528

Date 5/9/2025

Agreement A79752-1

CUSTOMER Wabasha Ambulance Service

ADDRESS 900 Hiawatha Dr E
Wabasha, MN 55981

CONTACT Ryan Marking

PHONE 651-565-2633

EMAIL ambdir@wabasha.org

VENDOR Med One Equipment Services

ADDRESS 10712 South 1300 East
Sandy, UT 84094

CONTACT Garrett Wetsel

PHONE 801-619-6766

FAX 801-566-7049

EMAIL gwetsel@medonegroup.com

EQUIPMENT

QTY	DESCRIPTION	UNIT COST	SUBTOTAL
1	Hamilton T1 Ventilator	\$22,500.00	\$22,500.00
TOTAL COST			\$22,500.00

TERMS & CONDITIONS

- 1.) Quote valid for 30 days, while inventory available.
- 2.) Equipment will be provided cleaned, tested, and patient-ready with a PM certificate and a 90 day warranty. Extended service contracts are available for purchase.
- 3.) Sales tax will apply. If you are tax exempt, please provide a copy of your sales tax exemption certificate.
- 4.) Shipping charges will apply. Please specify the ship to address when placing your order.
- 5.) The customer is responsible for the proper operation of the equipment if you are unfamiliar with the equipment or have questions, please contact Med One and you will be referred to the appropriate service department.
- 6.) Payment is due within thirty days of shipment.

CUSTOMER ACKNOWLEDGEMENT

We hereby acknowledge, accept and agree to the terms of this Proposal.

This Proposal must be signed and emailed or faxed within 30 days of the Proposal date.

☐ If not tax exempt, check here.

PURCHASE ORDER NUMBER

TAX EXEMPT #

PRINT NAME

TITLE

SIGNATURE

DATE

Please review the equipment within 3 business days of delivery and verify it is in the condition you expected. If you find something that does not meet your expectations, please let us know immediately so we can remedy the problem.

Ambulance Commission

5) 2)

Meeting Date: 05/20/2025

ITEM TITLE: Building Task Force Update

DEPARTMENT: Ambulance

PURPOSE:

Building Task Force Update

ITEM SUMMARY:

Ryan and Caroline will provide and upate on the Building Task Force

ACTION REQUIRED:

Information Only

Ambulance Commission

6) 1)

Meeting Date: 05/20/2025

ITEM TITLE: Directors Report

DEPARTMENT: Ambulance

PURPOSE:

Directors Report

ITEM SUMMARY:

Director Marking will provide his Directors Report

ACTION REQUIRED:

Information Only

Attachments

Directors Report

April 2025

<u>Location</u>	<u>Number of Calls</u>
St. Elizabeth's	46
City of Wabasha	19
Greenfield Twp	5
MCHS-LC (MA)	4
Pepin, Wisconsin (MA)	3
City of Kellogg	2
Glasgow Twp	2
Pepin Twp	2
City of Lake City (MA)	2
Minneiska Twp	1
Mt. Pleasant Twp (MA - Lake City)	1
Winona Health (MA)	1
<u>City of Plainview (MA - Mayo)</u>	<u>1</u>
Total Calls	89
<u>Calls of Note</u>	
Total 911 Calls	43
Total Turndowns	26
Total Transfers Taken	20
ALS Transfer Turndowns	15
ALS Transfers Taken	12
Non-Billable Calls	15
Resident Contacts	34
Residents Billed	28
Non-Resident Contacts	20
Non-Resident Billed	19
ALS Billed Calls	23
Back Up Calls	11
3rd Calls	1
ALS Intercepts	1

April 2025

<u>Overall Patient Contacts</u>	
City of Wabasha	21
Wisconsin	12
Greenfield Twp	5
Non-Resident	5
City of Kellogg	2
Pepin Twp	2
Watopa Twp	2
Glasgow Twp	1
City of Lake City	1
Highland Twp	1
City of Plainview	1
Zumbro Twp	1
<u>Transfer Residents</u>	
Wisconsin	9
City of Wabasha	6
Greenfield Twp	1
City of Kellogg	1
City of Lake City	1
Highland Twp	1
Olmsted County	1

2025 YTD Calls

<u>Location</u>	<u>Number of Calls</u>
St. Elizabeth's	124
City of Wabasha	71
Greenfield Twp	21
MCHS-LC (MA)	20
Pepin, Wisconsin (MA)	10
City of Kellogg	9
City of Lake City (MA)	6
Minneiska Twp	5
Pepin Twp	4
Glasgow Twp	3
City of Plainview (MA-Mayo)	3
Watpoa Twp	2
Highland Twp	1
Mt. Pleasant Twp (MA - Lake City	1
Winona Health (MA)	1
Durand, Wisconsin (MA)	1
MCHS - Eau Claire (MA)	1
Total Calls	283
<u>Calls of Note</u>	
Total 911 Calls	158
Total Turndowns	71
Total Transfers Taken	54
ALS Transfer Turndowns	35
ALS Transfers Taken	32
Non-Billable Calls	46
Resident Contacts	123
Residents Billed	101
Non-Resident Contacts	65
Non-Resident Billed	61
ALS Billed Calls	87
Back Up Calls	26
3rd Calls	2
ALS Intercepts	7

2025 YTD Calls

<u>Overall Patient Contacts</u>	
City of Wabasha	70
Wisconsin	40
Greenfield Twp	28
Non-Resident	14
City of Kellogg	11
City of Lake City	4
Pepin Twp	4
Highland Twp	3
Watopa Twp	3
Minneiska Twp	2
Glasgow Twp	2
Unknown	2
City of Plainview	2
Oakwood Twp	1
Gillford Twp	1
Zumbro Twp	1
<u>Transfer Residents</u>	
Wisconsin	19
City of Wabasha	11
Greenfield Twp	9
City of Kellogg	4
Canceled	2
Highland Twp	2
City of Lake City	2
Gillford Twp	1
Oakwood Twp	1
Goodhue County	1
Winona County	1
Olmsted County	1

2025 Skills and Medications

[illegible]

2025 Skills and Medications

<u>Meds</u>	<u># of times</u>	
Oxygen	43	
Normal Saline	18	
LR	14	
Fentanyl	12	
Zofran	8	
Versed	6	
Albuterol	5	
EPI 1:10,000	4	
Levophed - Infusion	4	
DuoNeb	3	
Mag Sulfate - Infusion	3	
Asprin	3	
Heparin - Infusion	3	
Sodium BiCarb	2	
Blood - Infusion	2	
Diltiazem - Infusion	2	
Potassium - Infusion	2	
Dexamethasone	2	
Flagyl - Infusion	2	
Nicardipine - Infusion	2	
Vancomaycin - Infusion	2	
D10	1	
Azithromycin - Infusion	1	
Amiodarone	1	
Narcan	1	
Ketamine	1	
Phenobarbitol - Infusion	1	
Rocephin - Infusion	1	
Nitro		
Diltiazem		
Nitro - Infusion		
Lidocaine		
Glucagon		
Lasix		

3 Year April - June Breakdown

2022 (No ALS)					
	Total Calls	Total Transfers	Total Transfers Taken	Total 911 Calls	
April	41	10	5	31	
May	33	7	3	26	
June	57	16	5	41	
Totals	131	33	13	98	
Total Revenue	\$51,239.41				
2023 (No ALS)					
	Total Calls	Total Transfers	Total Transfers Taken	Total 911 Calls	
April	38	10	8	28	
May	57	17	8	40	
June	75	23	6	52	
Totals	170	50	22	120	
Total Revenue	\$80,280.72				
2024 (ALS)					
	Total Calls	Total Transfers	Total Transfers Taken	Total 911 Calls	
April	76	27 (13 ALS)	10 (5 ALS)	49	
May	87	31 (23 ALS)	10 (8 ALS)	56	
June	80	35 (23 ALS)	12 (7 ALS)	45	
Totals	243	93 (59 ALS)	32 (20 ALS)	150	
Total Revenue	\$105,701.20				

3 Year April - June Breakdown

<u>2025 (ALS)</u>				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
April	89	46 (27 ALS)	20 (12 ALS)	43
May				
June				
Totals	89	46 (27 ALS)	20 (12 ALS)	43
Total Revenue	\$31,284.12			
<u>2026 (ALS)</u>				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
April				
May				
June				
Totals				
Total Revenue				
<u>2027 (ALS)</u>				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
April				
May				
June				
Totals				
Total Revenue				

Yearly Totals

<u>2022 (No ALS)</u>			
Total Transfers	139		
Total Turndowns	86		
Total Taken	53		
MCHS - Lake City	7		
MCHS - Red Wing	6		
Winona Health	2		
MCHS - La Crosse	1		
16 Total other hospitals request - No data available about Taken/Turndown			
<u>2022 Total Calls</u>			
Total Calls	588		
<u>Total Transfers</u>	<u>139</u>		
Total 911 Calls	449		
<u>2023 (ALS July 20th - End of Year)</u>			
Total Transfers	249		
Total Turndowns	146		
Total Taken	103		
ALS Turndowns	61		
ALS Taken	19		
MCHS - Lake City	18		
Winona Health	16		
MCHS - Red Wing	1		
Gundersen UC - Winona	1		
<u>MCHS - La Crosse</u>	<u>1</u>		
Total Other Hospital Request	37	Other hospital request taken	7
<u>2023 Total Calls</u>			
Total Calls	702		
<u>Total Transfers</u>	<u>249</u>		
Total 911 Calls	453		

Yearly Totals

<u>2024 Total</u>			
Total Transfers	354		
Total Turndowns	235		
Total Taken	119		
ALS Turndowns	126		
ALS Taken	60		
MCHS - Lake City	49		
MCHS - Red Wing	18		
Winona Health	4		
<u>MCHS - Albert Lea</u>	<u>1</u>		
Total Other Hospital Request	72	Other hospital request taken	10
<u>2024 Total Calls</u>			
Total Calls	919		
<u>Total Transfers</u>	<u>354</u>		
Total 911 Calls	565		
<u>2025 Total</u>			
Total Transfers	125		
Total Turndowns	71		
Total Taken	54		
ALS Turndowns	35		
ALS Taken	32		
MCHS - Lake City	21		
Winona Health	1		
<u>MCHS - Eau Claire</u>	<u>1</u>		
Total Other Hospital Request	23	Other hospital request taken	4
<u>2025 Total Calls</u>			
Total Calls	283		
<u>Total Transfers</u>	<u>125</u>		
Total 911 Calls	158		

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Month	2024 - Total Calls	2024 - Runs Billed	2024 - Transfers	2024 - Miles	2024 - Monthly Revenue
Jan	71	42	16	1,076.0	\$30,604.46
Feb	61	41	12	473.6	\$39,143.13
Mar	72	46	11	1,283.5	\$28,245.11
Apr	76	43	10	647.4	\$31,344.59
May	87	42	10	754.5	\$25,717.08
Jun	80	35	12	674.2	\$48,639.53
Jul	75	38	4	528.2	\$35,980.03
Aug	75	36	10	692.1	\$29,422.16
Sept	86	40	7	685.4	\$29,901.60
Oct	87	44	7	534.5	\$33,924.30
Nov	68	34	6	540.5	\$29,029.02
Dec	81	46	14	689.7	\$38,290.89
Total	919	487	119	8,579.6	\$400,241.90
Month	2025 - Total Calls	2025 - Runs Billed	2025 - Transfers	2025 - Miles	2025 - Monthly Revenue
Jan	69	42	12	940.8	\$49,903.13
Feb	62	36	6	532.0	\$24,671.03
Mar	63	37	16	848.6	\$21,627.38
Apr	89	47	20	1403.1	\$31,284.12
May					
Jun					
Jul					
Aug					
Sept					
Oct					
Nov					
Dec					
Total	283	162	54	3,724.5	\$127,485.66

2025 Monthly Billed

<u>Month</u>	<u>Amount Billed</u>	<u>Running Total</u>	<u>Difference from 2024</u>
January	\$123,583.20	\$123,583.20	\$24,455.40
February	\$81,982.80	\$205,566.00	\$41,883.05
March	\$82,389.50	\$287,955.50	(\$19,460.40)
April	\$120,282.95	\$408,238.45	\$12,415.50
May			
June			
July			
August			
September			
October			
November			
<u>December</u>			
Totals		\$408,238.45	
BLS Billed	\$178,889.25		
ALS Billed	\$229,349.20		
Treat, No Transport	\$0		

2025 Revenue

Month	Revenue	Running Total	Difference from 2024	Total Collections	Collection Revenue	Accounts closed
January	\$49,903.13	\$49,903.13	\$19,298.67	\$389.34	\$258.59	2
February	\$24,671.03	\$74,574.16	\$4,826.57	\$175.00	\$115.00	0
March	\$21,627.38	\$96,201.54	(\$1,791.16)	\$667.87	\$515.72	3
April	\$31,284.12	\$127,485.66	(\$1,851.63)			
May						
June						
July						
August						
September						
October						
November						
December						
Total						
Budgeted Revenue	\$408,000					
BLS Revenue	\$54,028.83					
ALS Revenue	\$73,456.83	Avg Monthly Revenue Collection Revenue - YTD		\$31,871.42 \$889.31		
		YTD				
Services Revenue	\$408,000	\$127,485.66				1
Township Revenue	\$35,000	\$25,545.80				
Hospital Revenue	\$18,000	\$818.75				
Training Center	\$5,000	\$610.00				
Misc. Revenue	\$5,000	\$448.09				
Collections Revenue	\$0	\$889.31				
Total	\$471,000	\$155,797.61				

CITY OF WABASHA

Council Monthly Expense Summary

Current Period: April 2025

04/30/25 2:47 PM
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Account Descr	MTD Expense	2025 YTD Amt	2025 Budget	2025 % of Budget
E 100-410-42500-311 Contractor Fees	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-101 Full-time Employees-	\$22,684.81	\$80,653.52	\$306,711.73	26.30%
E 100-420-42500-103 Part-time Employees	\$12,092.87	\$49,598.89	\$139,526.61	35.55%
E 100-420-42500-121 PERA Contributions	\$1,971.61	\$7,334.53	\$23,003.38	31.88%
E 100-420-42500-122 FICA Contributions	\$2,086.21	\$7,795.73	\$27,666.78	28.18%
E 100-420-42500-124 Medicare Contributio	\$487.92	\$1,823.16	\$6,470.46	28.18%
E 100-420-42500-131 Health Insurance	\$4,000.59	\$30,502.95	\$67,030.93	45.51%
E 100-420-42500-133 Dental Insurance	\$185.62	\$928.10	\$2,749.32	33.76%
E 100-420-42500-134 Life Insurance	\$95.54	\$477.70	\$1,344.05	35.54%
E 100-420-42500-140 UNEMPLOYEMENT T	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-151 WC Ins. Premium	\$15,536.59	\$15,536.59	\$21,000.00	73.98%
E 100-420-42500-200 Office Supplies	\$0.00	\$238.06	\$1,000.00	23.81%
E 100-420-42500-206 Training Center Expe	\$1,224.00	\$1,266.75	\$4,500.00	28.15%
E 100-420-42500-212 Motor Fuels	\$906.91	\$2,686.91	\$10,000.00	26.87%
E 100-420-42500-215 Oxygen-Supplies	\$76.11	\$701.45	\$3,000.00	23.38%
E 100-420-42500-217 Medical Supplies	\$2,650.13	\$9,850.05	\$20,000.00	49.25%
E 100-420-42500-219 General Supplies	\$121.07	\$693.00	\$1,500.00	46.20%
E 100-420-42500-221 Equipment Maintena	\$3,326.28	\$3,326.28	\$2,000.00	166.31%
E 100-420-42500-223 Building Maint/Repai	\$0.00	\$0.00	\$1,500.00	0.00%
E 100-420-42500-308 Continuing Ed	\$0.00	\$598.80	\$7,500.00	7.98%
E 100-420-42500-310 First Responders	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-311 Contractor Fees	\$1,297.64	\$5,772.09	\$28,000.00	20.61%
E 100-420-42500-312 Computer Support	\$0.00	\$161.55	\$4,300.00	3.76%
E 100-420-42500-321 Telephone	\$176.63	\$657.00	\$2,500.00	26.28%
E 100-420-42500-322 Postage	\$37.30	\$37.30	\$100.00	37.30%
E 100-420-42500-331 Travel Expense	\$0.00	\$2,013.35	\$4,500.00	44.74%
E 100-420-42500-350 Printing and Binding	\$30.00	\$30.00	\$500.00	6.00%
E 100-420-42500-361 General Liability/Prop	\$0.00	\$0.00	\$5,000.00	0.00%
E 100-420-42500-365 AMB/FIRE DISABILIT	\$0.00	\$0.00	\$2,000.00	0.00%
E 100-420-42500-381 Electric/Gas Utility	\$158.03	\$761.23	\$3,200.00	23.79%
E 100-420-42500-388 Lodging	\$286.65	\$727.73	\$1,000.00	72.77%

CITY OF WABASHA

Council Monthly Expense Summary

Current Period: April 2025

Account Descr	MTD Expense	2025 YTD Amt	2025 Budget	2025 % of Budget
E 100-420-42500-401 Building Contract Mai	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-409 Maintenance Agreem	\$603.46	\$1,689.41	\$750.00	225.25%
E 100-420-42500-414 Vehicle Maintenance	\$2,609.11	\$3,229.57	\$5,000.00	64.59%
E 100-420-42500-430 Miscellaneous	\$0.00	\$0.00	\$5,000.00	0.00%
E 100-420-42500-433 Dues and Subscriptio	\$68.00	\$3,978.99	\$4,500.00	88.42%
E 100-420-42500-436 Insurance Deductible	\$250.20	\$1,380.62	\$500.00	276.12%
E 100-420-42500-437 Misc Licenses and Pe	\$0.00	\$1,022.00	\$500.00	204.40%
E 100-420-42500-570 Office Equipment &	\$0.00	\$3,827.48	\$4,500.00	85.06%
E 100-420-42500-581 Uniforms	\$0.00	\$584.59	\$3,500.00	16.70%
E 100-420-42500-582 Radio Equipment	\$0.00	\$0.00	\$0.00	0.00%
42500 Ambulance	\$72,963.28	\$239,885.38	\$721,853.26	