The Ambulance Advisory Committee meeting was called to order at 8:30 A.M. by Chairman Cassidy. Present were: Larry Cassidy, Shawn Wonnacott, Les Atchison, Dennis Keiser, Randy Bricker, Sr., Louis Fantini and William Marvin. Also in attendance was Larry Hansen, Emmet County EMS Director.

There was no public comment.

Motion made by Atchison and seconded by Bricker to approve the agenda for the Monday, December 29, 2014 meeting.

Motion carried in a unanimous voice vote.

Motion made by Bricker and seconded by Fantini to approve the minutes from the Ambulance Advisory’s December 15th, 2014 meeting.

Motion carried in a unanimous voice vote.

There were no communications.

Four ambulances have been approved for use and four more still need to be inspected and approved for use. The four still needing approval are the two purchased from Allied EMS and the two purchased from the Village of Mackinaw City. All equipment that was expected was on these ambulances. The state applications for these vehicles have been submitted.

Larry Hansen’s goal is to have six ambulances ready for January 1st, if not the four originally planned are ready.

Committee Member Keiser asked how Allied handled their runs and Hansen explained that Allied had one truck at City of Harbor Springs location and one at the Petoskey location and one back up crew. Emmet County will have an additional crew on which will better allow the EMS Department to handle transfers. There will also be one crew in Mackinaw City and it has yet to be determined how they will back up that crew if it is called out.

Trucks went out last Thursday and were called to Mackinaw City to be on standby.
## Temporary Sites
The temporary location at the Bear Creek Township Hall is wired with computers and furniture. The Little Traverse location is still in process. At 6 a.m. on Thursday, January 1st, 2015, Emmet County will be able to utilize the temporary Petoskey location.

## Equipment
Equipment storage has been arranged at Pellston Regional Airport, at each of the temporary stations (except Bear Creek), and a locker at McLaren Northern Michigan.

Tele-rad has not yet installed the computers (MCTs) in the ambulances, however they are not necessary to handle runs.

## Petoskey Location
The Facilities Work Group has looked at two possible sites in or near Petoskey, which they are not ready to move forward on. The next step is for the group to meet with the architect for them to evaluate elevations, etc.

## Mackinaw City Location
The Mackinaw City site will be looked at after the Petoskey site is decided on and gets handed over to Edgewater Design Group.

## Personnel
Twenty-five full-time personnel and many part-time have been hired in the EMT and Paramedic positions. Hansen conducted a staff meeting on 12/23/14 and one is scheduled for this afternoon. Another meeting will be held a few weeks after operations commence.

The staff will be doing two 24 hour shifts, with one on and two off and then one on and three off. The schedule will be done in a four month rotation.

## Billing
The EMS Department is waiting for numbers from Medicare, Medicaid, and Blue Cross Blue Shield which will be needed to begin billing. The numbers are currently in process. Commercial billing can begin right away on January 1st.

## First Responders
Committee member Bricker requested that the First Responder issue be added to the agenda for next month’s meeting. Committee Member Atchison reiterated that the biggest concerns with first responders were recruitment and training and that the AAC had initially liked the Mecosta model. Hansen commented that Dr. Charlton is trying to get McLaren trauma certified by May. Additionally, they would like to get the paramedics certified for trauma transport, which would help
the hospital, patients and the county, as these can be billed at a higher rate. So the first responder issue would probably take another 60 days to address. Hansen also intends to get more in-house training available and to make this a CPR county, where a majority of the citizens are CPR Certified.

**Maintenance**

Maintenance for the ambulances – Hansen is waiting for a proposal from a mechanic with a business in Big Rapids. He is also looking to see if there is someone local who would be qualified to present a proposal.

**Publicity**

The committee inquired about PR to announce the transition from Allied EMS to the Emmet County EMS. One ad was done informing the community of the transition, in addition to the coverage in the local newspapers. The intent is definitely to have the new EMS service more visible in the community.

Committee member Marvin stated that there are really two things that the public will be concerned with: 1) Is the service any better? and 2) Is it costing us any more?

**Membership Program**

It was noted that no list had been obtained from Allied EMS regarding the membership program. This could be an opportunity to communicate with the residents of the county and the service area informing them that Emmet County would be honoring Allied’s program and that the county would be rolling out a new program.

**EMS Organization and Plan**

Hansen noted that there is a new organizational chart that would be provided to the AAC and that he and his staff would be working on a business plan for the EMS service.

**Public Comment**

There was no public comment.

**Adjournment**

There being no further business, the meeting was adjourned.