

Kossuth County EMS Advisory Council Meeting Minutes 3/7/2023

Kossuth County EMS System Advisory Council meeting was held on Tuesday, March 7, 2023.

Members in attendance: Bierstedt, Vaske, Stecker, Larson, Tjaden,

Meeting was called to order by Chair Stecker at 5:00PM

Floor was open to public discussion; no public discussion was brought to the council.

Motion by Vaske and 2nd by Bierstedt to approve the agenda and the minutes of the previous meeting dated 1/24/2023. Motion carried unanimously.

Discussion was held regarding the by-laws of the Kossuth County EMS System Advisory Council. Phil Albers informed the Council that the by-laws have been approved and signed by the Kossuth County Board of Supervisors and did include all the changes that were requested and approved by this Council at the last meeting. Jacob Tjaden has been appointed by the City of Algona to be their representative on this Council. This will be taken to the Board of Supervisors for approval.

Motion by Bierstaedt and 2nd by Vaske to appoint the officers of this advisory council with Chairman – Kyle Stecker, Vice Chairman – Travis Larson, and Secretary – Philip Albers. Motion carried unanimously.

Discussion was held regarding the development of a Kossuth County EMS Staffing and Transfer Policy. Phil had a rough draft for review and further research will be made and brought back to the council for further review.

Discussion regarding the Board of Supervisors approving Kossuth County EMS to have the authority to get credit cards in place for the vehicles and for administration. These credit cards will follow the Kossuth County Credit Card Policy that is in place.

Discussion regarding the transfer of assets for the northern hub and the southern hub to be able to continue operation of the EMS System. Phil and Jacob had met and began a list of items to include in a transfer agreement. Also discussed was the purpose of the agreement was to make sure for a smooth transition and to make sure if the EMS System were to dissolve that the hubs were made whole and able to return to providing care as they do now. Phil was directed to take information to County Attorney Todd Holmes and begin the process of developing a transfer agreement.

Motion by Vaske and 2nd by Larson to support the transfer of EMS Staff honoring their original hire date of each person to the EMS System dating back to the start of the system on 7/1/2020. Chairman Stecker called for a roll call vote: Larson:Yes, Bierstedt:Yes, Tjaden:Yes, Vaske:Yes, Stecker:Abstain. Motion Passed.

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Discussion was held regarding the EMS Job Description and the EMS Job Posting documents. These are still drafts and Phil will meet with HR to finalize these and bring back to the council for further discussion.

Phil Albers handed out an outline of tasks to complete for the transition of the system to county owned. This was for information purposes only. Phil will continue to update as new items come up and mark off completed items.

No Council Discussion was held.

Next meeting will be April 4, 2023 at 5PM

Respectfully submitted
Philip Albers, Secretary