

Wells Emergency Medical Services
Meeting Minutes
October 8, 2020
4:00

Present...Tom Oliver, Kathleen Burke, Jeff Harrington, Mike McDonald, Jim Lapolla

- I. Public Participation...none
- II. Acceptance of Meeting Minutes...Motion by Jeff Harrington, second Kathleen Burke, to accept meeting minutes of September 10, 2020, all in favor

III. Treasurer's Report

| | |
|--------------|---------------|
| SIS Checking | \$ 186,400.27 |
| SIS Donation | \$ 20,272.53 |
| Key Bank | \$ 6,364.32 |

Total Funds Available \$ 213,037.12

Motion by Mike McDonald, second Kathleen Burke, to accept the treasurer's report, all in favor.

IV. Old Business

- A. Paid Time Off...goes into effect 1/1/21, in discussion of possible buyout at end of year for time not used
- B. Continuing Education... ten employees expressed interest in coursework. Motion by Tom Oliver, second Kathleen Burke to fund Continuing Education Coursework for WEMS employees, not to exceed \$5000.00, all in favor.
- C. Flu Vaccines...WEMS administered approximately 50 vaccines to Town of Wells employees
- D. HR Contractor...Jim continues to research and will gather references of potential candidates

V. New Business

- A. Holiday Gift Cards...Motion by Tom Oliver, second Kathleen Burke, to purchase \$50.00 Amazon gift cards for all employees, all in favor.
- B. Cost Reporting to Federal Government...Maine Ambulance Association is assisting us. If we do not "volunteer", we lose 10 percent of Medicare reimbursement per year.
- C. Cares Act Paperwork...CARES Act Phase 1, WEMS received \$21,000.00 that went into the donation account. Did not receive any funding in Phase 2. Need to complete paperwork by January on how we spent the funds. Jim will gather the information needed to report.

VI. Director's Report...

- A. Subscriptions are closed, up 100 from last year
- B. Calls are down 300 from last year

VII Adjourn...motion by Tom Oliver, second Mike McDonald to adjourn at 4:40, all in favor.

NEXT Meeting...Thursday, November 12, 2020 4:00 WEMS Office

Respectfully submitted, Mike McDonald, WEMS Secretary