

South Central Wyoming Emergency Medical Services
PO Box 1192 / Saratoga, WY 82331 / info@scwems.com
February 18, 2025 6PM
Official Minutes
Hanna Fire Station

The meeting started at 6:03pm on Tuesday, February 18, 2025. Those present in person were Director Stayton Mosbey, Bookkeeper Mandy Goodwin, Shana Romero, and Tristan Neilson. Those present on Google Meets were Irene Archibald, Marie Christen, Penny Layman, Kenzie Strauch, Jayson Nordquist, and Allison Knowles.

Additions/Corrections to the Agenda – Kenzie Strauch made a motion to approve the agenda, Marie Christen seconded. Motion carried.

Introduction of Guests – Director Mosbey introduced guests, Dale and Ellen Freeman. Ellen is a new council member of the Hanna council. She introduced herself to the board.

Approval of meeting minutes - Jason Nordquist made a motion to accept the January minutes. Penny Layman seconded. Motion carried.

Correspondence – No correspondence.

Financials/Bookkeepers Report

Bookkeeper Mandy Goodwin reviewed the financials and we have received \$52,884.99;

- 1) Debit card transactions in the amount of \$4,966.77;
- 2) Unapproved bills paid since last meeting in the amount of \$14,854.61;
- 3) Bills to be paid after approval in the amount of \$12,492.26;

Penny Layman made a motion to approve the financials and pay the bills. Marie Christen seconded. Motion carried. Mandy went through the treasurer's report with the board. Wakefield is still sending in payments that are missing but very slowly. Our collection rate is under 20% currently. Jayson Nordquist made a motion to approve the Treasurer's report. Kenzie Strauch seconded. Motion carried.

Director's Report - See attached.

Old Business

- Status of Hanna Station - Jason Nordquist spoke with the new Hanna mayor and addressed the proposal of using the recreation center as the new ambulance barn. One of the issues is, we would never own the building. Hanna would like to trade the use of the facility for the annual Hanna fee. The proposed structure (gymnasium on the west side) would have a wall built and SCWEMS would have to pay for the modifications to make it an ambulance barn. The rec center does not have a garage so the gymnasium would be the garage and we would need to install garage doors. The gym floors are not designed for drainage, and we would need to figure out drainage issues with the snow from the ambulances. There is no plumbing, water lines, HVAC, sewer, and electrical on the side of the recreation center we would need. We would probably need a large HVAC system because of the height of the gym. Hanna stated that we would need to install a drop ceiling and build rooms for offices with our money. Penny Layman made a motion to not pursue the Hanna recreation center and thank Mr. George, the Hanna mayor for his time. Kenzie Strauch seconded. Motion carried. Irene Archibald stated that we will get with Engineering Associates to get the rest of the work started on the parcel we are interested in from the school district.
- EMSMC Medical Billing Company - Director Mosbey said it would be a good idea to send out a press release to relay that we will be going with a new billing company. People that receive a bill from the old company, will continue

contacting them. Those that receive a bill from the new company, will need to contact the new company. The change will start on March 1st, 2025.

- Fuel Purchases from Hanna Card Station - They got new product codes and the company told us to let them know what comes thru on the invoices because it did not say diesel before. It said unleaded.
- NPVMC Contract Discussion - Director Mosbey and Irene Archibald discussed that the board should pursue this. We need 2 separate contracts with the hospital. The first MOU is so that SCWEMS employees and volunteers can help in the hospital if needed and the hospital will pay for those that are assisting. The other MOU will be the 'payor of last resort' that will let us receive some payment for the transfers we do out of the hospital. Irene Archibald stated that until the hospital gets their finances in order, we won't be able to get the second MOU ready. Kenzie Strauch stated that we need to move forward with discussions on the MOU of 'payor of last resort' because we are losing money on making transfers for the hospital when we do not get paid for them.
- FY2026 Budget - we need to get a budget to the municipalities in February and the 1st draft of the budget. By April we will have worked up a firmer budget. Irene said that with the legislation and property taxes, we don't know how it will affect municipalities' budgets so we are not going to increase the municipalities' contribution this year. Plus, since we received notice that we will get the MRG grant, we will not have to spend very much for the new ambulance stationed in Hanna. Marie Christen made a motion to approve the budget on the first reading. Jayson Nordquist seconded. Motion carried.

New Business

- MRG Grant - Director Mosbey listened to the SLIB meeting and we will be receiving an award letter soon. We met all of the criteria and between the 55% from the USCA, \$30,000 from the WY Community Foundation, and the MRG grant, the Hanna ambulance will be fully funded. The Hanna ambulance radio is fully funded from the SHSP grant.
- Tristan Neilson - AEMT Travel/Per Diem Reimbursement - \$1020.96 reimbursement check to Tristan. Jayson Nordquist made a motion to approve the reimbursement check. Marie Christen seconded. Motion carried.
- NAR Hybrid EMT Class - Some of the students signed an agreement to pay SCWEMS back if they didn't continue the EMT class. We will be sending certified letters to the students who owe us money.

Executive Session - No executive session was necessary.

Any Further Business / Good of the order - no further business.

Adjourn

Marie Christen made a motion to adjourn at 7:46pm. Jayson Nordquist seconded. Motion carried.

Next meeting: March 17, 2025, 6pm, Saratoga, WY


Respectfully,

Marie Christen

Secretary

03/17/2025

Date

Mosbey 
Irene Archibald, Chairperson

VICE

TO: South Central Wyoming Joint Powers Board
FROM: Stayton Mosbey, Director SCWEMS
RE: Board Update – Jan 2025

Staffing

1. 2. 3. Application from Derek Davies for EMT, he is from Laramie and did a ride along with us. Carter made it over for orientation. Conducted training with him and Joshua.
Eddy Young and Samatha Buffington both have passed their EMT tests. Both are waiting on the state to issue their licenses.
Paul Young and Dusty's EMT licenses expired.

Vehicles

1. 60 – Hanna
2. 3. 4. 266 – OOS in Laramie for reprogramming.
267 – 2nd out Saratoga
268 – Primary Saratoga, needs tires & siren is going out like MS60 did. Replacement ordered.
5. 269 – Encampment
6. 272 – Medicine Bow

Operations

1. 2. NPVMC transfers – See additional Report
Busy February, see runs additional report

Training

1. 2. 3. Green Mountain (Brush Creek) Training with ski patrol and SAR scheduled 2/25.
Heart Dissection Lab TBD in March
Red Cross Wilderness First Aid Training class requested, started the process to get that class scheduled.