

**South Central Wyoming Emergency Medical Services**  
**PO Box 1192 / Saratoga, WY 82331 / info@scwems.com**  
**March 17, 2025 6PM**  
**Official Minutes**  
**Saratoga Ambulance Station**

The meeting started at 6:20pm on Monday March 17, 2025. Those present in person were Mayor Morgan Irene and Bookkeeper, Mandy Goodwin. Those present on Google Meets were Director Stayton Mosbey, Penny Layman, Kenzie Strauch, Jayson Nordquist, Marie Christen and Alison Knowles.

**Additions/Corrections to the Agenda** – Director Mosbey added cot batteries and generator hookup to the agenda. Marie make a motion to approve the amended agenda and Kenzie seconded. Motion carried.

**Introduction of Guests** – Mayor Morgan Irene said Carl Bickle is present.

**Approval of meeting minutes** - Kenzie made a motion to approve the meeting minutes. Jayson seconded. Motion carried.

**Correspondence** – No correspondence.

**Financials/Bookkeepers Report**

Bookkeeper Mandy Goodwin reviewed the financials and we have received \$41,459.95

- 1) Debit card transactions in the amount of \$1,238.91
- 2) Unapproved bills paid since last meeting in the amount of \$15,205.32
- 3) Bills to be paid after approval in the amount of \$9,603.67

Jayson Nordquist made a motion to approve the financials. Kenzie Strauch seconded. Motion carried. Jayson Nordquist made a motion to pay the bills. Kenzie Strauch seconded. Motion carried. Bookkeeper Mandy went through the treasurer's report with the board. Kenzie Strauch made a motion to approve the Treasurer's report. Jayson Nordquist seconded. Motion carried.

**Director's Report** - See attached.

**Old Business**

- Status of Hanna Station - Darrin Jennings met with Director Mosbey and let him know that the Mayor of Hanna recused himself because he is on the school board. Sam Sikes is the Mayor Pro Tem and brought up some concerns with the SCWEMS property and said there are issues with zoning and he wants a limit on the deed. Sam said the Town of Hanna has issues with the zoning and he said it is very expensive on their end for SCWEMS to pursue an ambulance barn on the property. Director Mosbey said he let Darrin Jennings know we will do some cleaning on the property once the weather gets better and get Engineering Associates out there to do some work. Jayson Nordquist said the zoning was changed for our property already and he will speak with Charlie, Hanna Mayor, that Sam is a conflict of interest since his wife used to be the Ambulance

Director for SCWEMS.

- EMSMC Medical Billing Company - We did get the chart exports live today, and once we confirm that it worked with them, we can drop the other charts over. Everything is good with them currently.
- Fuel Purchases from Hanna Card Station - Steve from Perkins input more product codes and it appears it fixed our issue of receiving diesel versus gasoline that we purchased.
- NPVMC Contract Discussion - Director Mosbey stated that they had a meeting with Dana and reported the Medicare cost data with her and will discuss in a few months.
- FY2026 Budget - This was sent out to all board members and we will discuss at the next meeting.
- MRG Grant - We are waiting on the paperwork to finalize this.
- NAR Hybrid EMT Class - We are waiting for a response from the students that haven't paid us back yet after sending a certified letter.

#### **New Business**

- Volunteer Appreciation Dinner - We need to send in the meal option and the board members chose the fajita bar with the corn and spanish rice.
- WEBT Renewal - The rates are the same from last year except dental went up \$1. And the deductible is \$1500. Marie Christen made a motion to continue with WEBT for the next fiscal cycle. Kenzie Stauch seconded. Motion carried.
- Cot Batteries - \$695, \$2780 - Director Mosbey said it would cost \$695 to get our batteries refurbished and we have 4 cots for a total of \$2,780. We have equipment and maintenance repair money in the budget. Penny Layman made a motion to purchase the refurbished batteries. Marie Christen seconded. Motion carried.
- Generator - \$9,250 - There is a generator sitting behind the station. Director Mosbey stated that he spoke to several people and SCWEMS had purchased the generator and we will get someone to assess it. The cost to install the transfer switch and everything else with the generator is \$9,250. Director Mosbey would like the board to explore the generator that we own and budget this for the next fiscal year.

#### **Executive Session**

No executive session needed.

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

#### **Adjourn**

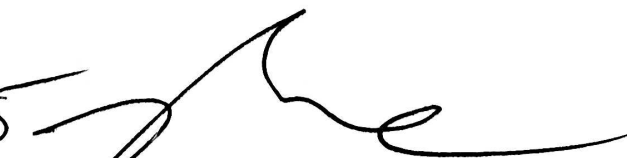
Jayson Nordquist made a motion to adjourn at 7:25pm. Kenzie Stauch seconded. Motion carried.

Next meeting: April 26, 2025, 6pm, Hanna, WY

Respectfully,

*Marie Christen*

Secretary

04/21/25   
Date Mayer Morgan Irene, Vice Chairperson

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

#### Staffing

1. Application from Derek Davies for EMT pending background checks. Applications received from: Jakob Hubbs, Trent Rimmer and Zebulon Munson. Fingerprints will be sent.
2. Eddy Young and Samatha Buffington are licensed from the state now!
3. Paul Young and Dusty's EMT licenses expired. Paul got his reinstated. Dusty is pending completion of education.

#### Vehicles

1. 60 – Hanna
2. 266 – 2nd out Hanna
3. 267 – 2nd out Saratoga
4. 268 – Primary Saratoga, needs tires replaced siren.
5. 269 – Encampment
6. 272 – Medicine Bow

#### Operations

1. NPVMC transfers – See additional Report
2. Power Outage 3/8 overnight. We had several crew members assisting with the initial incident management as command was established. Central Wyoming Healthcare Coalition was active to provide equipment. We worked to identify special populations and worked with NPVMC to provide sheltering if needed. Brian stayed late to help cover any potential calls. John Zeiger helped Brian run lights to the hospital. A call center was set up in Rawlins for individuals needing medical assistance. An after action report is being drafted for review and use in future grant requests. A tour is being offered to the incident management team and the AAR was conducted 3/13/25.
3. Billing company transition is live. Chart exports are not connecting correctly, but ImageTrend is engaged to solve the issue.
4. CWHCC field station unit trailer – beds were secured in the trailer for deployments. The trailer will be taken to Casper in April for upfitting of the solar power unit and battery packs.
5. Saratoga Days initial planning meeting was held 3/12. An additional meeting is scheduled 4/9.
6. SUMMIT EX training conducted on 2/27 at Green Mountain. A good news story was in the Carbon County Comet. I have attached it for review.
7. SCWEMS exchanged 11 small O2 tanks in to Norco for 1 large tank. This will bring us into a better position and we will have more capacity where we needed it. They did this at no cost.

#### Training

1. Green Mountain (Brush Creek) Training with ski patrol and SAR scheduled 2/25.
2. Heart Dissection Lab March 13th at 6pm.
3. Red Cross Wilderness First Aid Training class requested, started process to get that class scheduled. – Paused.
4. Brian has been putting out the training dates and times for Shannon's AEMT class skills sessions for others to join in and get training.
5. ACLS recertification was conducted for Mike Farver.