

South Central Wyoming EMS Joint Powers Board

Monthly Meeting Minutes

November 17, 2025

Saratoga Ambulance Barn, Saratoga, WY

1. Roll Call 6:04pm

- a. Chairman: Morgan Irene present
- b. Vice-chair: Carl Bickel absent
- c. Secretary: Kenzie Strauch present via Google Meets
- d. Treasurer: Patti Shue present
- e. Gayle Wessel present via Google Meets
- f. Steve Martin present
- g. K. Sam Neilson present
- h. Ex-officio Member: Dr. Zimmerman absent
- i. Ex-officio Member from SCWEMS: Kyle Warren present
- j. Ex-officio Member from SCWEMS: Mike Farver present
- k. Bookkeeper: Mandy Goodwin present
- l. Assistant Director: Shana Romero present

2. Introductions of Guests

- o No guests

3. Additions/Corrections to the Agenda

- o Bid for Ambulance was added to K. Strauch moved S. Neilson seconded. The motion passed unanimously.

4. Approval of Previous Meeting Minutes

- a. Meeting Minutes – October 20, 2025
 - i. S. Martin moved. P. Shue seconded. Motion carried.

5. Financials / Bookkeeper Report

- o Bookkeeper Financial Report
 - i. Add two deposits of to make a total of \$65,986.10 was a total for deposits.
 - ii. Boundtree invoice for making total of bills to be approved to be paid \$11,396.35
 - iii. Doing well in our Profit and Loss. We should be at 38% of our budget as of right now.
 - 1. Receipts are coming in smoothly with EMSMC. This last month got about 45k from EMSMC.
 - 2. Employees paid balance was \$19,681.23.
 - iv. Debit Card purchases was a total of \$1,921.74
 - v. Unapproved bills totaled to \$8,344.81.
 - vi. Unpaid bills was a total of \$10,451.93.
 - 1. Wakefield is now REVCO.
 - vii. P. Shue made the motion to approve the financials S. Martin seconded. The motion carried.
- o S. Nielson moved to approve payroll transactions, debit card transactions, unapproved bills paid since last meeting, and bills to be paid. K. Strauch seconded the motion. The motion passed unanimously.
- o Treasurer's Report and Monthly Collection Summary from Wakefield and EMSMC
 - i. Through Oct. there have been about 34 runs with about 6% paid so far. The other months have all had over half of our runs paid to us, which is an improvement from before with a previous billing company.
 - ii. We had to clarify with EMSMC that we are in contract with BCBS of WY so that they can go back and fix their bills so that they can reflect on the correct bills.
 - iii. We are still getting payments from Wakefield.
 - iv. Motion to approve the Treasurer's Report was made by S. Martin. S. Nielson seconded with the motion passing unanimously.

6. Ambulance Director's Report

- o We've done all but one transfer even after Stayton has left. BLS transfers are running. A few questionable calls from NPVMC with them calling it more of a BLS versus an ALS. S. Romero

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talked to Zimmerman about concerns with the gray area of BLS vs. ALS. K. Warren suggested that we sit down and have clear cut expectations set up to have something more black and white. It was decided that we will be contacting our Medical Control personnel (Zimmerman) before deciding where to take an ambulance patient.

- A few applications pending. Waiting for some fingerprints. We have a driver applicant and an EMT basic applicant.
- Ambulances are still in the same location.
 - i. New tires and a possible alignment are suggested for the new ambulance. Discussion of it being under warranty. Possibly contacting Ford and checking to see if they will be working with them with the warranty. S. Romero will contact Ford for the alignment and possible tires.
- Monthly Meeting with EMS Carbon County Council Baggs is fully staffed, Rawlins is fully staffed but currently only have two ambulances with two being fixed. Intermountain (previously Classic) is currently short on pilots from Rawlins. They are only available from 10am – 10pm because this is usually the highest call volumes so far with EMS. It has been brought up and discussed for them to potentially use their response vehicle to come help when they aren't able to use a helicopter.
- Glucometers have been delivered and are set up in ambulances.
- Tomorrow, there will be a round table talk with employees about parking and what's expected.
- Next month there will be our burn training.
- Rawlins hospital will be providing a basic classes at \$400 with intermediate classes at \$200 Starting January for 6 months on Tuesdays and Thursdays 6pm to 10pm with 3 full Saturdays.
 - i. Discussion took place about offering an incentive to finish and pass the class.
- Shannon passed her advanced class. Congratulations!
 - i. S. Romero will be over in Saratoga helping her in her position as an A EMT instead of throwing her into it.
- A lot of discussion took place on how to create an incentive in taking, finishing and passing classes to get more volunteers involved in our service. Possibility of an embroidered coat. For a retention piece and showing appreciation we can get new other apparel for them.
- Discussion about fundraising....going to go through the Wyoming Community Foundation

7. Old Business

- Hanna Station
 - i. Agreement with EA
 - 1. M. Irene got contact with them asking if we were still interested in their potential contract. He did inform them that we will not be going into contract with them.
 - ii. Carl update from Council
 - 1. S. Neilson informed us that there's a place that's a foundation only, but was meant to be a truck shop. This is located not far from the station. It's under some holding company with the taxes.
- NPVMC Agreement
 - i. S. Martin will be meeting with a member of the hospital tomorrow to start working on building a positive relationship. He may touch and ask about the payer of last resort agreement.

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- Burn Presentation - PVCC - Dec 16, 6-8pm. S. Romero will be
- Bid for Ambulance
 - i. \$4,500 was the bid we received for our ambulance.
 - 1. G. Wessel made the motion to sell the ambulance to this bid. K. Strauch seconded. The motion passed with selling the ambulance.
- Director Applicant
 - i. Along with our past interviewer we have two new applicants. One from NC and another from CO. Our initial interview committee will contact our two new applicants and do interviews. We will then have a special meeting with all board members available to discuss our final decisions for the directors position.
 - ii. A lot of discussion was taken place. While waiting for our special meeting to take place to have everyone on the board to make official decisions on directors of our original interview committee.

8. Executive Session

- We did not go into executive session.

9. Adjourn 8:25pm.

X

Morgan Irene
SCWEMS Chariman

12/15/2025

12/15/2025

X

Kenzie Strauch
SCWEMS Secretary

12/15/2025

Signed by: a770844c-ab08-4f6c-a0d8-7516021fc189

Next meeting: December 15, 2025, 6pm, Hanna Fire Department, Hanna, WY

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