

South Central Wyoming EMS Joint Powers Board

Monthly Meeting Minutes

September 15, 2025

Medicine Bow Fire Dept, Medicine Bow, WY

- 1. Call to order / Roll Call 6:05pm**
 - a. Chairman: Morgan Irene present
 - b. Vice-chair: Carl Bickel present
 - c. Secretary: Kenzie Strauch present
 - d. Treasurer: Patti Shue
 - e. Gayle Wessel, Riverside absent
 - f. Steve Martin present Meets
 - g. 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. Director: Stayton Mosbey present
 - l. Assistant Director: Shana Romero present
 - m. Bookkeeper: Mandy Goodwin present
- 2. Introductions of Guests**
 - o There were no guests to introduce.
- 3. Additions/Corrections to the Agenda**
 - o The motion to add NPVMC, Embrace the Valley Donations and NAPA Credit Application under New Business on the agenda was made by Strauch. Neilson seconded the motion. The motion to add items to new business for our September agenda passed unanimously.
- 4. Approval of Previous Meeting Minutes**
 - a. The motion to approve meeting minutes with the amendment of adding Mike Farver as present August 18, 2025 and Special Meeting Minutes was made by Bickel and seconded by Martin. The motion passed unanimously.
- 5. Financials / Bookkeeper Report**
 - o Bookkeeper Financial Report
 - M. Goodwin provided the financial report which included the Ambulance Reimbursement of \$154,598.15 and Hanna Station Reimbursement of \$15,648.87. There was also a Lukas battery bill of \$622.05.
 - Jeep & Old Ambulance are still listed on the balance sheet due to insurance due to previous auditor journal entries, but M. Goodwin stated she would look into that.
 - We have been paying out PTO because of employees' last days with SCWEMS were coming up. It was questioned about why
 - M. Goodwin brought up that we are receiving more collections from EMSMC. However, WYBCBS is sending checks to Wakefield instead of EMSMC so she will contact them to update that information and ensure it gets fixed.
 - o The motion to approve the Financial Report & Payroll Transactions, Debit Card Transactions, Unapproved Bills Paid Since Last Meeting, Bills to be Paid was made by K. Strauch with a second by C. Bickel. The motion passed unanimously.
 - o Treasurer's Report and Monthly Collection Summary from Wakefield and EMSMC
 - M. Goodwin explained that we have had 34 Runs in August as of last Friday (9/12/2025). Out of the 20 runs in June we have only received payment on 3 of them. However, there are ongoing efforts to collect payments from older runs from our 2025 fiscal year. Goodwin says that she feels Wakefield is doing well with getting their payments to us from when they were our billing company.
 - The total amount of payments from EMSMC is \$ 20,065.53
 - M. Goodwin had no updated information from debt buyer.
 - o The motion to approve the Treasurer's Report was made by S. Nielson and seconded by K. Strauch. The motion passed unanimously
- 6. Ambulance Director's Report**

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- S. Mosbey explained that we currently have no volunteer applications pending, but had two individuals resign.
- Ambulance 269 had a transmission fluid leak. That quickly got fixed along with 269 getting new tires.
- EMS Council meeting was called to be held on 9/12/25 (today) by Dan Star EMS manager of MHCC. Carbon County EMS Agencies and Wamsutter EMS were in attendance.
- We received a grant from the WY Community Foundation for \$10,500 to purchase a Lukas device. The Lukas is coming with only one out of service now. We will plan on replacing as we can. S. Mosbey stated that each first out ambulance has a Lukas. He then explained that the new Lukas will be going to the second out ambulance in Saratoga because of all of the transfers the Saratoga team goes on.
- SCWEMS also received \$1,500 from Tall Grass to help pay for the Glucometer and we have those ordered.
- Simulcast system is going to be the new movement. Everything is getting moved to the new system. We have 2 in Hanna that needs to be moved. Saratoga is having struggles with both new and old system. ENC was supposed to have a new update on the radio concerns, but nothing yet.
- From 8/1-9/15 there were 18 transfer requests and caught 10 of those.
- S. Mosbey explained the power outage situation on Aug. 24th explaining the power was out for about 15 hours. MHCC and NPVMC put on divert for radiology. NPVMC would not work at the call center because they don't have any staff to go do this. MHCC, however, did send 2 people to work the call center. S. Martin commended the tracking of such incidents for future discussion on participation.
- Brian taught a ventilation class that everyone stated was an informative class and that it went well.
- The trauma conference K. Warren & S. Romero went to was also described as an informative and positive experience stating that there was a really good burn class along with a good cardiac class.
- There is a training 9/16 with the PT for Sports Injuries. This will be with Dr. Keel At 6:30 at the EMS Station in Saratoga.
- On 9/23 OEM and Carbon Power will be working together to have an exercise. This will be an exercise in testing communications if phones are out. There will also be some fake injuries to work with as well. This will be at Buck Springs Arena. Inter Mountain will also be there. This is a drill that will be a surprise drill to see how everyone truly reacts.
- Our volume of severe calls and accidents has gone down.
- Discussion about the generator at the Saratoga Station took place looking forward to any other long term power outages. It is a used generator from what we understand. S. Mosbey has tried to call a gentleman in Laramie, but we haven't received a call back from him to come and check out our generator. Electrician side for installing a generator is about \$11,000.

7. Old Business

- Hanna Station
 - C. Bickel provided an update stating that the Hanna Town Council asked if we would want to purchase any older buildings and fix it up instead of creating a new building.

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The old MHCC clinic was suggested as an older building to use. It was then explained that due to the lack of a garage it wouldn't work for our situation.

- The board then discussed the agreement with EA that was sent to us. The original agreement states that because our station situation is unique they will be charging us by the hour and have us tell them what we want them to do. With this open ended agreement there was hesitancy in agreeing with it so that we do not go over our budget. It was discussed to add into the agreement about having a not to exceed clause. The motion to sign the EA Agreement with the addition of adding a do not exceed clause was made by S. Martin and seconded by K. Strauch. The motion passed unanimously. Once the agreement is signed by all parties SCWEMS will continue going forward with the next step of being the exploratory step, which will be checking to see where exactly the pool is. We will also give them our plans and see where we could rebuild if necessary.
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- EMSMC Medical Billing Company
 - Staff had a meeting last Wednesday with EMSMC and discussed creating an agreement with payer of last resort. EMSMC informed S. Mosbey that they partner with PWW(lawyers). S. Mosbey then approached PWW to see if they would be willing to work with us. PWW took the draft contract and are reviewing that to see if they will represent us.
 - SCWEMS is still seeing money coming in even with reimbursement rates. EMSMC is still struggling with BCBS of WY but things are slowly starting to get ironed out.
 - A special thanks to Deena who has been very helpful with navigating that transition to EMSMC.
- USDA & SLIB Grant – Ambulance
 - The USDA Grant is closed, and we did get reimbursed back.
 - SLIB reimbursement has been submitted and we are waiting for this. They did confirm that February grants will be opened again to apply for a new ambulance. S. Mosbey did suggest that we could have more flexibility to possibly remount a Horton truck. This could possibly save us \$50k.
- SHSP Grant – Radio
 - S. Mosbey presented an opportunity to apply for State Homeland Security Preparedness Grant which is 100% reimbursable and would be available to use to replace two older radios in ambulances that have not been supported since 2015. We would be applying for \$8,500 to replace the radios which cost about \$4,500. With the grant ready to submit C. Bickel made the motion to approve and submit the application with S. Nielson seconding. The motion then carried.

8. New Business

- Sale of MS272 bid opening
 - There was a bid from Perry who then emailed saying to please disregard his bid.
 - We are keeping a minimum of \$7k and to keep the ambulance listed for at least one more month.
- Lenhart Mason has been doing our audits every year and now is the time to have our 2025 Fiscal Year audit completed. S. Martin made the motion to have Lenhart Mason complete the annual audit. C. Bickel seconded the motion. The motion carried.
- SCWEMS Mutual Aid Agreement with MHCC
 - As we currently have an agreement with MHCC this is agreement discussed will become our new updated one. This will benefit us adding more support for

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SCWEMS with the transition of staff members. The updated agreement will state that the patient gets billed an ALS rate and MHCC gets a fee from us (50% of the bill received). Mosbey was stated that this is standard.

- Questions about the agreement arose which were then answered as follows:
 - MHCC should not be using our equipment and narcotics and will provide their own, which will be helpful.
 - We would be doing the billing because it would be our ambulance. With this we will need to ensure charts are documented correctly to ensure that billing is done correctly.
 - Both crews have to have ICS Training.
 - The updated agreement changed to 50% instead of flat rate.
- S. Nielson made the motion to sign the agreement with K. Strauch seconding. The motion carried.
- NPVMC
 - NPVMC has an interest in having an ex-officio board position with SCWEMS. This raised concerns due to past negative experiences with MHCC's CEO. S. Mosbey suggested that any member of NPVMC is welcome to attend meetings without an official board position, emphasizing the need for them to show initiative to work together. S. Martin echoed this sentiment, stating that NPVMC needs to do more to bridge the gap before such an arrangement is considered.
 - SCWEMS Board members were invited to have a tour of the hospital November 17th, an hour before our board meeting.
 - NPVMC also suggested that we could share a medical director. S. Mosbey will be suggesting they approach Dr. Zimmerman to become standard with the rest of the county instead of us trying to get a new one and share Speakman with them.
- Embrace the Valley Donations
 - SCWEMS received a \$9,900 donation from individual donors of the White Family Foundation's "Embrace the Valley" fundraiser that's done every 2 years. S. Mosbey will type and sign a thank you letter to them.
- NAPA Credit Application
 - M. Goodwin presented a new NAPA Credit application with updated terms saying all customers will need to fill out a new credit application. The biggest new updated states that we must sign a personal guarantee to make sure someone will be able to pay the bill if SCWEMS can't make the payments. SCWEMS will not be signing the personal guarantee and will use existing purchase and debit cards as there is no discount for using the credit application and it adds unnecessary complexity.
- Discussing Candidates for Full Time Position
 - S. Mosbey updated the board on candidates for the full-time position, noting that Z, a paramedic who previously worked for them, reapplied. S. Martin advocated for interviewing Z with the stipulation that she must obtain a Wyoming license, citing their positive experience working with Z and her potential to bridge relationships with other entities. Along with Z there are 5 other candidates for the full-time position. The hiring committee will be able to make an official decision on what they feel would be the best person for the position.
 - S. Mosbey provided an update on the director position, noting that out of three candidates, one did not respond, leaving two. One candidate, Matthew Viser, was deemed unsuitable due to a history of frequent job changes and past workplace issues. The remaining promising candidate, Matthew West from Montana, has a

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Zoom interview scheduled, and the board is open to an in-person follow-up if the initial interview goes well, with the stipulation that the board will vote on the director's position.

- With concern about future budget and rate increases S Martin raised the topic of increasing the annual payment per person for the municipalities. S. Mosbey explained tht this would be addressed next spring for the next fiscal year's budget discussion. Adding more money to the

9. Executive Session

- There was no need for an executive session at this meeting.

10. Any Further Business / Good of the order

- Bickel will not be available for the Nov. Meeting.

11. The meeting was adjourned at 8:00pm.

Our next meeting will be October 20, 2025, 6pm, Hanna Fire Department, Hanna, WY

X

Morgan Irene
SCWEMS Chairman

10/20/2025



Recoverable Signature

X

Kenzie Strauch
SCWEMS Secretary

10/20/2025

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