

**SPECIAL JOINT BOARD MEETING of the VILLAGE OF TWIN LAKES BOARD, the TOWN OF RANDALL BOARD, and the TOWN OF WHEATLAND BOARD
MINUTES**

August 29, 2023 – 6:30 p.m.

Twin Lakes Community Center, 105 E. Main Street, Twin Lakes, WI

CALL TO ORDER VILLAGE OF TWIN LAKES BOARD AT 6:30 PM BY PRESIDENT SKINNER

ROLL CALL: Present: Trustees Barb Andres, Aaron Karow, Kevin Fitzgerald, Sharon Bower, President Howard Skinner. Trustee Ken Perl arrived at 6:44 p.m. Absent: Trustee Bill Kaskin. Also Present: Administrator Laura Roeslein, Clerk Sabrina Waswo. Fire/Rescue Department Members Present: Fire Chief Stan Clause Jr., Deputy Fire Chief Don Schemenauer, Assistant Fire Chief Ron Redlin, EMS Division Chief Ken Johnson, Assistant EMS Division Chief Carlene Karow

CALL TO ORDER TOWN OF RANDALL BOARD

ROLL CALL: Present: Supervisors Julie Horbach, George Bailitz, Tim Gaffron, Nancy Kemp, Town Chair Paula Soderman

CALL TO ORDER TOWN OF WHEATLAND

ROLL CALL: Present: Supervisor No. 1 Kyle Madsen, Town Chair Brett Butler. Supervisor No. 2 Kelly Wilson arrived at 6:34 p.m.

PLEDGE OF ALLEGIANCE

Discussion and possible action regarding shared EMS services between the Village of Twin Lakes, the Town of Randall, and the Town of Wheatland.

Assistant Chief Ron Redlin addressed the boards, highlighting the Twin Lakes Rescue Squad's long history of providing essential emergency medical services, mainly relying on volunteer efforts. However, due to the continual growth of the communities and the increasing call volume, TLRS found itself struggling with a shortage of volunteer staff.

To address this challenge, in 2020, part-time staff was added during daytime hours, although recruiting and keeping employees proved to be challenging. The TLRS is recommending establishing full-time EMT positions that would cover a 24-hour schedule. These full-time EMTs would become employees of the Village of Twin Lakes, with comprehensive benefits packages and competitive salaries, which would enhance the ability to attract and retain skilled professionals.

The volunteer and paid-on-call staff will continue to play a crucial role in supporting response capabilities. With the introduction of full-time staffing, the goal is to have personnel present at the station round the clock, drastically reducing response times. Currently, in-station response time averages between 60 to 90 seconds, but during overnight hours, it can extend to 6 to 10 minutes.

To oversee this new staffing model, the proposal includes the addition of a daytime supervisor with a Monday to Friday schedule, with some night and weekend exceptions for meetings and training. This staffing arrangement would require six full-time employees, with two working every third day, along with one supervisor. While these seven full-time employees would be employed by the Village of Twin Lakes, they would, from an operational perspective, report through the Fire Department chain of command.

To ensure the highest level of service, all employees would be required to hold a Wisconsin EMS license at the Advanced EMT level and possess Firefighter-I certification. Starting salaries would range from \$55,000 to \$75,000, contingent on licensure, certifications, and specific positions. Additionally, Village administration estimates that providing insurance, pension, and other employee expenses would amount to approximately \$30,000 per employee. The Village would also incur supplementary expenses related to employment, including human resources, administrative, and insurance costs, with a rough estimate totaling between \$800,000 and \$1 million

annually.

The Twin Lakes Rescue Squad Incorporated currently operates as a distinct entity, holding a separate tax identification number, and maintains contracts to provide Emergency Medical Services for the Village of Twin Lakes, Randall Township, and Wheatland Township. Each municipality compensates the squad with a retainer fee, with Twin Lakes paying \$85,000, and the Town of Randall and Town of Wheatland each contributing \$60,000.

With the full-time staffing, the TLRs will cease to collect these retainers. If Randall and Wheatland Townships wish to continue receiving EMS services from the TLRs, they have the option to contract directly, and the fee or retainer structure can be negotiated between the respective municipal boards. Without retainers paid directly to TLRs, these funds could be redirected towards agreements made with the Village of Twin Lakes or another external service provider, as per their choice.

TLRS Incorporated will persist in its operations, employing the existing volunteer, paid-on-call, and part-time personnel. These personnel will play a crucial role in staffing the backup schedule and assisting with significant incidents such as car accidents, structure fires, cardiac arrests, and similar emergencies.

Additionally, part-time personnel can offer support to supplement the Village EMS employees during various situations, including vacations, sick leave, and scheduling conflicts. TLRs currently contracts with a third-party billing company to handle patient billing services, and the revenue generated from this source, along with donations, will continue to fund this supplemental staff.

TLRS Incorporated retains ownership of three ambulances, EMS-related equipment, supplies, and the squad's building. The costs associated with ownership and maintenance of these assets will continue to be covered through billing revenue and donations.

The discussion covered various aspects, including the cost of this staffing model, potential challenges in recruitment, and the impact on existing volunteer and part-time personnel. Twin Lakes Administrator Roesslein recommended the Boards explore various municipal agreements, such as the structure of the Library Board, with one representative from each community forming the board.

Key points from the discussion included concerns with the estimated cost of \$800,000 to \$1 million for seven employees. The importance of competitive salaries and the difficulty in recruiting quality employees at lower pay rates were emphasized. The need for clear communication with the public regarding the proposed changes and their associated costs was also highlighted.

Other topics of discussion included the timeframe for implementation, the potential outcomes if some municipalities agreed to the proposal while others did not, the necessity for uniform wording in the referendum, and the possibility of ongoing referendums. Village Administrator Roesslein will send out the call numbers to the townships.

The meeting participants expressed the importance of involving a marketing firm and consultants in the discussions and agreed to continue working on the proposal's details, with the goal of reaching a consensus by the third week of September.

ADJOURN – Skinner/Bower motion to adjourn at 7:46 p.m. Motion carried.

/s/Sabrina Waswo, Village Clerk