

Sevastopol EMR Agency Minutes

Wednesday, June 11, 2025 @ 7pm

Sevastopol Town Hall

Attendance: Grant, Justin, Ashley, Whitney, Trent, Cheryl, Joe, Jasper, Austin, Andy, Trent

Called to order: 7:03 PM

Establish Quorum: No

Meeting changed to training and review session due to lack of quorum. Agenda still followed.

Approval of Minutes: Minutes of prior meeting could not be approved due to lack of quorum.

New Business

1. 2024 call Statistics- Reviewed the 2024 call statistics and answer rates for 2024.
2. Payroll Process: Reviewed the Importance of clicking into calls you are responding to on active 911 as this is how Crew Chief will know for timecards the calls that you went on. We reviewed that the Crew Chief will keep a call log of all calls and who responded which will be used to submit our timecards. The Timecards will be submitted to the town directly by Crew Chief. Crew Chief will also provide a copy of the timecard to each member at the Agency meeting/training following the pay period.
3. 2025 Call review: Reviewed calls, and had member discussion on calls. a. Call stats give: 98 calls 21 calls with no response 77 calls responded to 79% response rate
4. Inventory: Reviewed the supplies that each member that was present at the meeting Carries from the Town of Sevastopol. Members who did not have pagers or radios present will provide Crew Chief with those serial Numbers for tracking.
5. New Members- Scott Wieland and Kaitlyn Banner

Old Business

1. **Equipment and Supplies-** Reviewed any supplies needed by EMR's. Crew Chief advised for everyone to be sure to check the Battery life on their AED, as well as the expiration date on their AED Patches.

2. Committee Updates

a. Bylaws: We spoke that in 2024 there were Bylaws that were written and approved by the town board that were not approved by the agency. The 2024 bylaws required some updates. A copy of the new Bylaws were provided to each member present at the meeting to review and provide feedback. These Bylaws were voted on and approved by the Committee. Members were advised to send a copy of their auto insurance to Amy either in person or via email. The email address to be used is office@townofsev.wi.gov

b. Nominations and Voting for Crew Chief, Assistant Crew Chief, and Secretary No quorum
Vote Could not be held

Open Session: Members are frustrated we are now holding a third election when two elections already held resulted in the same outcome. Members are also frustrated that we are not able to operate our own budget. If the money is budgeted for our supplies, why do these supplies need to be ordered by a town employee. This is frustrating as multiple members are on other departments and this feels to them that there is a lack of trust by the town board or a need for control.

Next Meeting: Wednesday, July 2, @ 7pm (this meeting has been canceled due to summer schedules and the 4th of July Holiday)

Adjourn: 8:09pm