



**Town of Sevastopol  
EMR Committee Meeting - Minutes**

Wednesday, March 4, 2026 – 7:30 p.m.  
4528 State Highway 57, (Institute), Sturgeon Bay, WI 54235

**Call to Order.** Trent Olsen called the meeting to order at 7:30 p.m. The following Committee members are present and constitute a quorum: Ashley Staats and Trent Olsen. EMR agency members who attended the meeting as well were Grant Estes, Jason Staats, Jasper Staats, Austin Staats, Joe Conlon.

**Proper Notice / Adopt Agenda.** The agenda has been properly noticed. Motion by Ashley Staats and second by Trent Olsen to adopt the agenda; motion carried.

**Approval of Previous Minutes.** Motion by Ashley Staats and second by Trent Olsen to accept the previous minutes of February 4, 2026; motion carried.

**Review of Sevastopol EMR Paged Calls for 2026.** Ashley Staats presented call statistics for January and February 2026, noting 41 calls with 6 unanswered, for an 85% response rate.

**Updated Town of Sevastopol Equipment Inventory List.** A request has been made by the Town to update the equipment list with serial numbers for pagers, radios, and defibrillators. The current list was reviewed, noting missing serial numbers for a few items. Ashley will be reaching out to the EMR members using the equipment to obtain the remaining serial numbers. Ashley will provide a progress update to Trent before the next meeting and Trent will assist in reaching out to EMR members who have not responded. Goal is to have a finalized equipment list with serial numbers for pagers, radios, and defibrillators by March 31, 2026, to submit to the Town Clerk.

**New Member Updates.** Jason Staats noted a problematic area of the town for missed calls is the south end of Glidden Drive. That area does not have any EMR's living close by, so residents needing assistance have only Door County EMS to provide support. Mr. Staats asked Trent Olsen to note the issue during the next regular Town Board meeting to raise awareness and see if anyone living in the area would be interested in becoming trained to be a Sevastopol EMR. Trent will discuss at the April 20, 2026 meeting.

**Next Agenda Items / Meeting Date. April 1, 2026, 7:30 pm.**

**Adjourn.** Motion by Trent Olsen and second by Ashley Staats to adjourn. Motion carried and meeting adjourned at 8:00 p.m.

Submitted by,  
Trent Olsen  
[draft 3/7/2026]