

Butte County Ambulance Service Board Meeting
Belle Fourche Ambulance Hall
January 25, 2024

Attendance: Donnie Walding, Bob Somervold, Frank Walton, Allan Youngberg, Sherry Hocking, Jake O'Byrne, Clark Sowers, James Ager

Absence: None

Guest: Cheryl Anderson, Michele & Travis Smith

Call to Order: Chairman Walton called the meeting to order at 5:30pm

Approval of Agenda: Motion by Clark to approve the meeting agenda with the added addition of electing a new Butte County Ambulance Board Chairman per the Tri-Party Agreement, seconded by Bob. All in favor, motion carried.

Approval of the December 28, 2023, meeting minutes: Motion by Clark to approve the December meeting minutes, seconded by Allan. All in favor, motion carried.

PCC Ambulance Billing Training via Zoom: Michele & Travis Smith with PCC Ambulance billing provided an overview of the billing and collection process they provide for Butte County Ambulance Service. PCC has been providing ambulance billing for Butte County Ambulance for the past 14 years. When looking at net payments received and accounts receivable, they reported Butte County Ambulance is doing very well. They provided a comparison between 2022 and 2023. For them to do their work they depend on the ambulance service to complete their work in a timely manner. PCC offered great appreciation to Belle Fourche and Newell Ambulance Service staff for their dedication in getting patient reports completed in a timely manner.

Financial report: Jake went over the financial report with those in attendance. Motion by Bob to approve the financial report, second by Allan. All in favor, motion carried.

- **Beneficial Ownership Reporting** – Jake is researching more information on what may need to be done. It appears this may be mandatory. He will keep the board in the loop as more information is found.
- **Invoicing Butte County, Belle Fourche, Newell** – Clark made a motion to invoice each entity (Butte County, City of Belle Fourche, City of Newell) of the Tri-Party Agreement the total amount due per the approved budget. Following all received payments from each entity, the board will decide at an upcoming meeting where to place the funds, second by Bob. All in favor, motion carried.

Director Reports:

- **Newell** – Reported for December 13 requests for service. The total number of requests for service for 2023 is 200 which is down 13 calls from 2022. The board was provided with the requested data for: mileage, Newell bank balances, and training report. Provided the report from the Newell Festival of Trees fund raiser: A total of \$32,000 was split between the following 4 emergency services: Newell Ambulance, Newell Fire, Nisland/Arpan Fire, and Vale Fire Departments. Each department was given \$8000.00. Newell Ambulance will be purchasing another CD with funds from checking, saving and Festival of Trees in preparation to purchase a new ambulance.
 - **NREMT Recertification fee:** Staff are in the recertification process. Budgeted educational funds for Newell Ambulance will be used to reimburse staff as they recertify.
 - **Grant Reimbursement (CHW/CPR):** Jake will process all outstanding reimbursements for all ambulance staff at Belle Fourche and Newell Services.
- **Belle Fourche** – Reported for December 90 requests for service. The total number of requests for service for 2023 is 902 which is down 70 calls from 2022. The number of patients transported is up though for 2023 by 4. Belle Fourche Ambulance also responded to Montana and Wyoming a total of 16 times with 8 of those having a patient transported. They also had 55 calls during 2023 which needed a second crew paged out for. The board was provided the requested data for: mileage, banking balances, and training reports. A follow-up on the meeting with the nursing home was provided to the board.
- **Director Conference:** Both Directors plan to attend the conference in Pierre SD February 9-11, 2024.

Motion made by Clark to approve the director reports, second by Allan. All in favor, motion carried.

- **Old Business** –
 - **Medicare Mandatory Reporting** – As both services begin to gather the data being tracked for the last year each service will need a submitter and a certifier. It was decided that the Newell Director will submit

the data and the Belle Fourche Director will certify the data. It has been reported it will take approximately 25 hours for these processes.

- **New Business –**

- **New Ambulance Board Member** – Mr. James Agar, Butte County Commissioner has been appointed to the ambulance board. Welcome Mr. Ager.
- **PCC Contract** – Will continue as is in place.
- **Vote for new Butte County Ambulance Board Chairman:** Clark made a motion to nominate Counselman Somervold, second by Allan, Frank made a motion all nomination cease. All in favor, motion carried. Bob Somervold elected the new Butte County Ambulance Board Chairman.
 - Motion made by James to remove Karrol Herman from the signatory on the CD located at First National Bank, Newell SD and add Bob Somervold as the third signatory, second by Clark. All in favor, motion carried.

- Next meeting will be February 22, 2024, at 5:30 Newell Ambulance Hall.

Motion made by Bob to adjourn the meeting, second by Allan. All in favor, motion carried.

Recorder Sherry Hocking _____

Chairman Robert Somervold _____