



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
AGENDA • MONDAY FEBRUARY 27, 2017

Regular Meeting

City Hall Council Chambers

5:00 PM

- I. Call to Order
- II. Nuisance Complaints and Vouchers:
 1. Nuisance Complaints
 2. Vouchers
- III. Picnic and/or Liquor License Applications: (None)
- IV. Other agenda items to consider:
 1. Consider authorization to implement a Community Paramedic Pilot Program between the City of Merrill Fire Department and Ministry Good Samaritan Health Care.
- V. Monthly Reports:
 1. Fire Chief Savone
 2. Police Chief Neff
 3. Lincoln County Humane Society - No Report Submitted
 4. Consider placing monthly reports on file
- VI. Establish date, time and location of next regular meeting
- VII. Public Comment Period
- VIII. Adjournment

NUISANCE COMPLAINT SUMMARY				
<u>TYPE</u>	<u>TOTAL ACTIVE</u>	<u>1-30 DAYS</u>	<u>31-60 DAYS</u>	<u>over 60 DAYS</u>
Dog Waste	0			
Exterior Appearance	0			
Garage-Deteriorating	0			
Garbage - Junk	0			
Lack of Heat	0			
Misc. (Multiple Issues)	2		1	1
Rats	0			
Noise	0			
Unsafe Conditions	0			
Barking/Vicious Dog	0			
Mowing	0			
Plumbing Problems	0			
Junk Vehicle	0			
Unsanitary Conditions	0			
<i>Total on attached reports</i>	2	0	1	1
Status of Nuisance Complaints Over 60 Days				
<u>Address</u>	<u>Type</u>	<u>Detail</u>		
211 Cleveland St	Misc	due 3/23/17		

Attachment: Nuisance Complaints up to Feb 15 2017 (2203 : Nuisance Complaints)

D E T A I L

INCIDENT#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P	ASG GRP	ASG USR	RES CODE	RES DATE
-----------------------	----------	--------	-----------	----------	---	---------	---------	----------	----------

1566 INSPECT	505 2ND ST E	Active	6/22/07	6/23/07	1	INS	No Inspect		
--------------	--------------	--------	---------	---------	---	-----	------------	--	--

1858-MISC 211 CLEVELAND ST ACTIVE 10/20/16 10/21/16 1 brenda-g MOSH LLC

***** NOTES *****

10/19/16 DENNIS WHITING, 211 CLEVELAND ST APT C, FILED A COMPLAINT ON SCOTT MOSHER, 211 CLEVELAND ST. REFUSED TO PAY ELECTRIC BILL - NO ELECTRIC OR HEAT APT A. CEILING TILE FALLING DOWN, LEAKS WHEN RAINING. FOOD LOSS DUE TO NO ELECTRIC. NO LIGHTS - FALL RISK. FRONT STEPS FALLING APART - FALL RISK - BROKE BACK ON 3/4/16. EMAILED TO BLDG INSP 10/20/16

11/18/16 per Darin, Heat & elect back on, renter out, owner working on other issues-reporting to Darin.

1/17/17 due 1/23/17 per Shari

Shari- ✓
due 3/23/17

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P	ASG GRP	ASG USR	RES CODE	RES DATE
-------------------	----------	--------	-----------	----------	---	---------	---------	----------	----------

1937 INSPECT	211 CLEVELAND S	Active	10/20/16	10/21/16	1	CODE			
--------------	-----------------	--------	----------	----------	---	------	--	--	--

1859-MISC 1201 N MEMORIAL DR ACTIVE 11/22/16 11/23/16 1 brenda-g LEITZKE, DONA V

***** NOTES *****

11/21/16 DONA LEITZKE (1111 N MEMORIAL DR/715-539-3259 HOME/715-539-4599 WORK) FILED A COMPLAINT ON NORTHSIDE ESTATES APARTMENT HOMES 1201 N MEMORIAL DR. WATER RUNOFF. SEE ATTACHMENT TO EMAIL. GIVEN TO BLDG INSP 11/22/16

1/17/17 Darin and Rod will check property on 4/1/17 and contact Swiderski as to what should be done.

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P	ASG GRP	ASG USR	RES CODE	RES DATE
-------------------	----------	--------	-----------	----------	---	---------	---------	----------	----------

1938 INSPECT	1201 N MEMORIAL	Active	11/22/16	11/23/16	1	CODE			
--------------	-----------------	--------	----------	----------	---	------	--	--	--

ORIGINATION: INCIDENT

DETAIL

INC CODE: * - All

USER: * - All

ORIGINATION: 1/15/2017 THRU 2/15/2017

STATUS: Active

GROUP: * - All

DUE: 0/00/0000 THRU 99/99/9999

PRIORITY: * - All

RESOLUTION: 0/00/0000 THRU 99/99/9999

TYPE: * - All

INCIDENT#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P	CREATED BY	CONTACT NAME
-----------------------	----------	--------	-----------	----------	---	------------	--------------

1861-MISC	105 N THOMAS ST	ACTIVE	1/23/17	1/24/17	1	brenda-g	
***** NOTES *****	1/23/17 DEE JOHNSON & CARETEAM 105 N THOMAS ST (715-222-0337) FILED A COMPLAINT ON THE PROPERTY OWNER, GERALD KLEINHANS, 3071 DAMN RD, RHINELANDER 54501. MOLD - POSSIBLY WATER DAMAGE, DEBRE COULD CAUSE FIRE HAZARDS, MISREPRESENTING THE SALE OF PROPERTY BACK AND FORTH TO CONFUSE RENTERES, CEILING FALLING IN, DOORS FALLING OFF, FLOOR MISSING, PIPES, ETC. COPY OF ORIGINAL GIVEN TO BLDG INSP 1/19/17. ENTERED IN SYSTEM 1/23.						

shari ✓
due 2/25/17

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P	ASG GRP	ASG USR	RES CODE	RES DATE
1940 INSPECT	105 N THOMAS ST	Active	1/23/17	1/24/17	1	CODE			

02/10/2017 2:58 PM
NET:
FOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000010	5	ALARM FIRE & SAFETY EQUIPMEN				
I-163039		15 - BATTERY PACK	4,068.81			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		15 - BATTERY PACK		26 52200-03-40000	2% Fire Dues Expenses	4,068.81
		=== VENDOR TOTALS ===	4,068.81			
=====						
01-000048		ACCENT BUSINESS SOLUTIONS				
I-88955		BASE CHARGE - FIRE COPIER	628.02			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		BASE CHARGE - FIRE COPIER		10 52200-03-40000	Operating Supplies	314.01
		BASE CHARGE - FIRE COPIER		10 52300-03-40000	Operating Supplies	314.01
		=== VENDOR TOTALS ===	628.02			
=====						
01-002555		AMERICAN WELDING & GAS INC.				
I-04579996		AMULANCE OXYGEN	25.14			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		AMULANCE OXYGEN		10 52300-03-40000	Operating Supplies	25.14
		=== VENDOR TOTALS ===	25.14			
=====						
01-003513		BATTERIES PLUS				
C-306509		CREDIT - HAL 11255	6.50CR			
2/15/2017	1	DUE: 1/30/2017 DISC: 1/30/2017		1099: N		
		CREDIT - HAL 11255		10 52200-03-40000	Operating Supplies	6.50CR
I-112925.01		BATTERIES - FIRE	6.50			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		BATTERIES - FIRE		10 52200-03-40000	Operating Supplies	6.50
I-306376		LED/BULB	39.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		LED/BULB		10 52200-03-40000	Operating Supplies	39.00
		=== VENDOR TOTALS ===	39.00			
=====						
01-002286		BATTERIES PLUS - 069				
I-306503		72 - 1.5 VL ALKALINE	49.68			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		72 - 1.5 VL ALKALINE		10 52200-03-40000	Operating Supplies	49.68
		=== VENDOR TOTALS ===	49.68			

0/20
 SET:
 POR SET: 01 City of Merrill
 SENCE : ALPHABETIC
 TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002088		BOB'S WEST 64				
I-32652		1/17/17 - LUBE, OIL AND FILTE	24.95			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		1/17/17 - LUBE, OIL AND FILTER		10 52100-03-51000	Vehicle Repair/Maintenan	24.95
I-32654		1/17 - LUBE, OIL FILTER	52.46			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		1/17 - LUBE, OIL FILTER		10 52100-03-51000	Vehicle Repair/Maintenan	52.46
I-32765		1/24 - LUBE, OIL, FILTER	45.04			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		1/24 - LUBE, OIL, FILTER		10 52100-03-51000	Vehicle Repair/Maintenan	45.04
I-32848		1/31/17 - LUBE, OIL, FILTER	45.04			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		1/31/17 - LUBE, OIL, FILTER		10 52100-03-51000	Vehicle Repair/Maintenan	45.04
		=== VENDOR TOTALS ===	167.49			
=====						
01-000091		BOUND TREE MEDICAL, LLC				
I-82394902		DROP/OXIMETER	942.96			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		DROP/OXIMETER		10 52300-03-40000	Operating Supplies	942.96
		=== VENDOR TOTALS ===	942.96			
=====						
01-000071		BRICKNER PARK CITY				
I-90290		FRONT END ALIGN - 2012 FORD	69.95			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		FRONT END ALIGN - 2012 FORD		10 52300-03-51000	Amb. Repair/Maintenance	69.95
		=== VENDOR TOTALS ===	69.95			
=====						
01-001623		CARDMEMBER SERVICE				
I-FIRE 2/17		FIRE - JAN/FEB 2017 CHARGES	345.63			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		PARKING FEES		10 52300-03-32000	Education & Conference	15.00
		HOME DEPOT		10 52200-03-40000	Operating Supplies	62.15
		SOUTHWET PUBLIC SAFETY		10 52300-03-40000	Operating Supplies	268.48
		=== VENDOR TOTALS ===	345.63			

0/20
 ET: _____
 OR SET: 01 City of Merrill
 ENCE : ALPHABETIC
 TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-002485 CASPER'S TRUCK EQUIPMENT						
C-0021431	CM	CREDIT ON PARTITION INSTALL	68.00CR			
2/15/2017	1	DUE: 1/30/2017 DISC: 1/30/2017		1099: N		
		CREDIT ON PARTITION INSTALL		10 52200-03-51000	Vehicle Repair/Maintenan	68.00CR
I-00021225						
		INSTALL PARTITION - 2006 CHE	238.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		INSTALL PARTITION - 2006 CHEV		10 52200-03-51000	Vehicle Repair/Maintenan	238.00
=== VENDOR TOTALS ===			170.00			
01-000204 DAVE'S COUNTY MARKET						
I-1/17/17	POLICE	1/17/17 POLICE PURCHASE	45.68			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		1/17/17 POLICE PURCHASE		26 52100-03-40500	DARE-Program Expense	45.68
=== VENDOR TOTALS ===			45.68			
01-000130 EMERGENCY MEDICAL PRODUCTS INC						
1877588		MEDICAL SUPPLIES	719.57			
/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		MEDICAL SUPPLIES		10 52300-03-40000	Operating Supplies	719.57
I-1880233						
		MEDICAL SUPPLIES	1,261.55			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		MEDICAL SUPPLIES		10 52100-03-40000	Operating Supplies	1,261.55
=== VENDOR TOTALS ===			1,981.12			
01-000285 GARY'S TIRE SHOP						
I-270127002		REPLACE LEFT TIRE - 2014	30.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		REPLACE LEFT TIRE - 2014		10 52100-03-51000	Vehicle Repair/Maintenan	30.00
=== VENDOR TOTALS ===			30.00			
01-003164 HEARTLAND COOPERATIVE SERVICES						
I-231757		K9 DOG FOOD	41.79			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		K9 DOG FOOD		26 52100-03-41575	Dog Unit Expenses	41.79
=== VENDOR TOTALS ===			41.79			

0/20
 ET:
 OR SET: 01 City of Merrill
 ENCE : ALPHABETIC
 TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-000041 MERRILL ACE HARDWARE (** CONTINUED **)						
I-159298		PAINT TRAY	7.48			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		PAINT TRAY		10 52100-03-40000	Operating Supplies	7.48
I-159311		BUSHING/COUPLER/AIR HOSE	67.83			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		BUSHING/COUPLER/AIR HOSE		10 52200-03-40000	Operating Supplies	67.83
I-159317		AIR PLUG	4.98			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		AIR PLUG		10 52200-03-40000	Operating Supplies	4.98
I-159383		IMPACT DRILL BIT	6.99			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		IMPACT DRILL BIT		10 52300-03-40000	Operating Supplies	6.99
I-159387		PREM ROLLER	13.47			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		PREM ROLLER		10 52100-03-40000	Operating Supplies	13.47
=== VENDOR TOTALS ===			299.42			
01-000540 NAPA AUTO PARTS						
C-640267		CORE DEPOSIT	9.00CR			
2/15/2017	1	DUE: 1/24/2017 DISC: 1/24/2017		1099: N		
		CORE DEPOSIT		10 52200-03-51000	Vehicle Repair/Maintenan	9.00CR
I-638808		SLICK MIST DETAILER	40.40			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		SLICK MIST DETAILER		10 52200-03-51000	Vehicle Repair/Maintenan	40.40
I-639938		WIPER BLADE - 2014 FORD	29.46			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		WIPER BLADE - 2014 FORD		10 52100-03-51000	Vehicle Repair/Maintenan	29.46
I-640024		HOSE/GUAGE REPLACEMENT	9.42			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		HOSE/GUAGE REPLACEMENT		10 52200-03-40000	Operating Supplies	9.42
I-640242		BATTERY - FIRE	46.37			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		BATTERY - FIRE		10 52200-03-51000	Vehicle Repair/Maintenan	46.37
=== VENDOR TOTALS ===			116.65			

0/20
SET:
FOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000551		NORTHWAY COMMUNICATIONS				

I-168808		POLICE ANNUAL CONTRACT	2,568.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		POLICE ANNUAL CONTRACT		10 52100-02-90000	Radio Contract	2,568.00
=== VENDOR TOTALS ===			2,568.00			
=====						
01-002179		OFFICE ENTERPRISES INCORPORATE				

I-393040		POLICE COPIER	94.18			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		POLICE COPIER		10 52100-03-40000	Operating Supplies	94.18
=== VENDOR TOTALS ===			94.18			
=====						
01-001303		PHIL ZIESEMER PHOTOGRAPHY LTD				

I-17111		MFD DELUXE PORTRAIT	190.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		MFD DELUXE PORTRAIT		26 52200-08-82000	Fire-Memorial Expenses	190.00
=== VENDOR TOTALS ===			190.00			
=====						
01-000576		PHYSIO-CONTROL, INC				

I-117008255		ELECTRODE EDGE	205.50			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		ELECTRODE EDGE		10 52300-03-40000	Operating Supplies	205.50

I-417009141		ANNUAL MTCE - FIRE	4,410.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		ANNUAL MTCE - FIRE		10 52300-03-40000	Operating Supplies	4,410.00
=== VENDOR TOTALS ===			4,615.50			
=====						
01-000581		PROULX'S PROFESSIONAL SERVICES				

I-765531		STORM ROOM FUNCTION	139.00			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		STORM ROOM FUNCTION		10 52100-02-94000	Jail/Evidence	139.00
=== VENDOR TOTALS ===			139.00			

2.2.a

Packet Pg. 11

ET:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

POST	DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----							
01-003916 RAGNASOFT, INC							
I-RSI-0002555			PLANIT POLICE 1 YR SUB	1,555.00			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			PLANIT POLICE 1 YR SUB		26 52100-03-49000	Police Technology Exp.	1,555.00
=== VENDOR TOTALS ===				1,555.00			
-----ID-----							
01-003600 RAY ALLEN MANUFACTURING							
I-24199			WALL CHARGER	14.99			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			WALL CHARGER		26 52100-03-41575	Dog Unit Expenses	14.99
=== VENDOR TOTALS ===				14.99			
-----ID-----							
01-003815 SHERWIN-WILLIAMS							
C-2766-3			PAINT CREDIT	106.38CR			
2/15/2017	1		DUE: 1/27/2017 DISC: 1/27/2017		1099: N		
			PAINT CREDIT		10 52100-03-40000	Operating Supplies	106.38CR
=====							
2767-1			RETURN PAINT	97.36CR			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			RETURN PAINT		10 52100-03-40000	Operating Supplies	97.36CR
=====							
I-2765-5			PAINT/QUART - PD	275.36			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			PAINT/QUART - PD		10 52100-03-40000	Operating Supplies	275.36
=== VENDOR TOTALS ===				71.62			
-----ID-----							
01-003372 TASER INTERNATIONAL							
I-81467586			TASER ASSURANCE PLAN	3,330.00			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			TASER ASSURANCE PLAN		26 52100-03-49000	Police Technology Exp.	3,330.00
=== VENDOR TOTALS ===				3,330.00			
-----ID-----							
01-003517 TRANSUNION RISK AND ALTERNATIV							
I-172022 FEB 2017			SEARCH REQUESTS	25.00			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			SEARCH REQUESTS		10 52100-02-94000	Jail/Evidence	25.00
=== VENDOR TOTALS ===				25.00			

0/20
ET:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-000650 VICTORY JANITORIAL, INC.						
I-92399		KITCHEN TOWELS/T.P. ROLLS	55.98			
2/15/2017	1	DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		KITCHEN TOWELS/T.P. ROLLS		10 52200-03-40000	Operating Supplies	55.98
I-92422						
2/15/2017	1	ROLL - KITCHEN TOWELS	23.99			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		ROLL - KITCHEN TOWELS		10 52200-03-40000	Operating Supplies	23.99
I-92563						
2/15/2017	1	BOWL CLEANER/URINAL	41.06			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		BOWL CLEANER/URINAL		10 52200-03-40000	Operating Supplies	41.06
		=== VENDOR TOTALS ===	121.03			
01-000284 VIP ALL-VALUE						
I-99547						
2/15/2017	1	OFFICE SUPPLIES - AMBULANCE	36.02			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		OFFICE SUPPLIES - AMBULANCE		10 52300-03-10000	Office Supplies	36.02
99548						
2/15/2017	1	SHARPIE MARKERS	11.18			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		SHARPIE MARKERS		10 52300-03-10000	Office Supplies	11.18
I-99633						
2/15/2017	1	UPS BREATHING AIR SYSTEM	16.76			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		UPS BREATHING AIR SYSTEM		10 52200-03-40000	Operating Supplies	16.76
		=== VENDOR TOTALS ===	63.96			
01-004101 WI DEPT OF JUSTICE						
I-455TIME-1076						
2/15/2017	1	POLICE TIME ACCESS QTRLY	381.00			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		POLICE TIME ACCESS QTRLY		10 52100-02-27000	Teletype/Badger-Net	381.00
		=== VENDOR TOTALS ===	381.00			
01-000266 WISCONSIN BUILDING SUPPLY						
I-474098						
2/15/2017	1	ICE MELT	549.50			
		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
		ICE MELT		10 52200-03-40000	Operating Supplies	549.50
		=== VENDOR TOTALS ===	549.50			

0/20:
ET:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	-----ID-----	DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-003451	ZORO		TOOLS, INC				
1-2682050			STRAIGHT BLADE CONNECTOR	61.44			
2/15/2017	1		DUE: 2/15/2017 DISC: 2/15/2017		1099: N		
			STRAIGHT BLADE CONNECTOR		10 52200-03-40000	Operating Supplies	61.44
=== VENDOR TOTALS ===				61.44			
=== PACKET TOTALS ===				23,660.96			

0/20
SET:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS 23,979.22
DEBIT MEMO TOTALS 0.00
CREDIT MEMO TOTALS 318.26CR

BATCH TOTALS 23,660.96

** G/L ACCOUNT TOTALS **

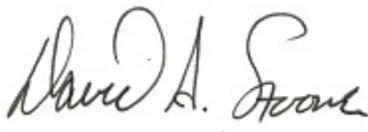
BANK	YEAR	ACCOUNT	NAME	AMOUNT	*****LINE ITEM***** *****GROUP BUDGET*****			
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2017	10	-21-0000	Accounts Payable Control	14,414.69-*				
	10	-52100-02-27000	Teletype/Badger-Net	381.00	7,000	6,619.00	2,175,840	1,918,046.82
	10	-52100-02-90000	Radio Contract	2,568.00	6,000	3,432.00	2,175,840	1,915,859.82
	10	-52100-02-94000	Jail/Evidence	164.00	6,750	6,586.00	2,175,840	1,918,263.82
	10	-52100-03-40000	Operating Supplies	1,495.93	9,000	7,136.99	2,175,840	1,916,931.89
	10	-52100-03-51000	Vehicle Repair/Maintenan	226.95	13,000	12,773.05	2,175,840	1,918,200.87
	10	-52200-03-40000	Operating Supplies	1,446.84	34,000	32,553.16	1,298,146	1,131,782.86
	10	-52200-03-51000	Vehicle Repair/Maintenan	247.77	6,000	5,752.23	1,298,146	1,132,981.93
	10	-52200-03-53000	Gas & Oil - Vehicles	30.05	5,750	5,458.69	1,298,146	1,133,199.65
	10	-52200-15-92500	CAD-Software Linking	326.18	0	2,264.91- Y	1,298,146	1,132,903.52
	10	-52300-03-10000	Office Supplies	47.20	1,000	952.80	853,362	724,219.85
	10	-52300-03-32000	Education & Conference	15.00	6,000	5,105.00	853,362	724,252.05
	10	-52300-03-40000	Operating Supplies	7,069.65	38,000	28,719.71	853,362	717,197.40
	10	-52300-03-51000	Amb. Repair/Maintenance	69.95	0	319.95- Y	853,362	724,197.10
	10	-52300-15-92500	CAD-Linking Software	326.17	0	930.45- Y	853,362	723,940.88
	26	-21-0000	Accounts Payable Control	9,246.27-*				
	26	-52100-03-40500	DARE-Program Expense	45.68	0	45.68- Y	0	123.27- Y
	26	-52100-03-41575	Dog Unit Expenses	56.78	0	134.37- Y	0	134.37- Y
	26	-52100-03-49000	Police Technology Exp.	4,885.00	0	4,885.00- Y	0	4,962.59- Y
	26	-52200-03-40000	2% Fire Dues Expenses	4,068.81	0	4,889.52- Y	0	4,889.52- Y
	26	-52200-08-82000	Fire-Memorial Expenses	190.00	0	190.00- Y	0	1,010.71- Y
	99	-14-0010	Due from General Fund	14,414.69 *				
	99	-14-0026	Due From Non-Lapsing	9,246.27 *				
			** 2017 YEAR TOTALS	23,660.96				

REQUEST TO INCLUDE ITEM ON AGENDA

Board or Committee: Health and Safety
 Date of Meeting: February 7, 2017
 Requested By: Fire Chief Dave Savone

Describe below the item(s) you wish to have put on the agenda:
 (Please attach any pertinent information)

Consider authorization to implement a Community Paramedic Pilot Program between the City of Merrill Fire Department and Ministry Good Samaritan Health Care..

Signed:  Date: February 7, 2017

Please return this completed form to the City Clerk's Office. Every effort will be made to include your item on the next possible meeting agenda. If you have any questions or concerns, please contact City Clerk Bill Heidemen. Thank you.

Received by Clerk's Office by: _____ Received Date: _____

Attachment: Request to Add Community Paramedic Pilot Program to the Health and Safety Committee Agenda (2283 : Community Paramedic

Community Paramedic Proposal



Version: February 7, 2017

Attachment: Merrill Community Care Paramedic Proposal 2-2-2017 (3) (2283 : Community Paramedic Pilot Program)

INTRODUCTION:

The Community Paramedic Program (CPP) will provide a new, innovative and transformational model of healthcare in our community. This program will connect at-risk community members to appropriate resources, including patients who frequently use emergency services.

Through grant funding from the Good Samaritan Health Center (GSHC) Foundation, this innovative program will use the city's current firefighter/paramedic staff to evaluate patients that are using the 911 emergency system for non-emergency healthcare needs, allowing the city's emergency crews to be available for more critical calls from our residents. This new and evolving model of community-based healthcare will enhance the patient care experience and will bridge gaps in the current healthcare system.

The program also, allows emergency medical technicians (EMT), and paramedics to provide care in non-emergency and non-life threatening situations for citizens that are participating in a program. The care provided by the EMS teams does not exceed their training and certification standards.

BACKGROUND:

Community Paramedic is the term being used to describe Integrated-Community Health programs now in development across the Wisconsin and the United States. Several fire based-EMS departments in the State of Wisconsin have taken the lead and have well established programs already, they include Steven Point, Wausau, West Ellis, Green Bay, Milwaukee and Madison Fire Departments.

In Late 2014, key leadership from the Merrill Fire Department approached Dr. Robyn Schertz, Emergency Medical Services (EMS) Director from Ministry Good Samaritan Health Care to consider the implementation of a Community Paramedic program in the community of City of Merrill for patients served by Ministry Good Samaritan Health Care. Leaders from the fire department and the hospital are convinced that such a program would benefit the community of the City of Merrill and agreed to continue to explore the concept.

The Merrill Fire Department intends to partner with Good Samaritan Health Center to explore and develop similar programs which would serve our citizens in the Merrill FD Response District in the most appropriate ways.

Since this time, a core group of committed team members from both the City of Merrill Fire Department and Ministry Good Samaritan Health Care have been meeting routinely to create a project charter, define the population of citizens that would likely benefit from such a program, and lay the ground work for program development.

ISSUES:

The question that the team asked itself is “how can we create a community healthcare follow-up service for patients who are either at high risk for readmission or are high Emergency Department and EMS utilizers?” The desired outcomes of a community paramedic program include:

- Reduce hospital readmissions
- Reduce inappropriate utilization of Emergency Department and EMS services
- Improve the patient’s overall wellness and the wellness of our community
- Reduce healthcare costs for patients and payers
- Increase efficiency with Emergency Department patient flow
- Improve patient satisfaction
- Avoid unnecessary costs for both Ministry Good Samaritan Health Care and City of Merrill Fire Department

GOALS:

- The goal of the Community Paramedic Pilot Project is to determine whether Paramedics working in an expanded role will help improve overall health systems integration, efficiency and/or fill identified healthcare needs.
- Identify frequent callers of the 911 system and assist them in accessing primary care and social services.
- Provide follow-up-care for citizens recently discharged from the hospital and at increased risk of a return to the emergency department or readmission to the hospital.
- Provide a successful home follow-up service to bridge the gap between hospital discharge and physician follow through.
- During initial visit, provide home safety check, which will be a comprehensive review of the patient’s home and surrounding structures. Identifying and suggesting remediation of slip, trips and fall hazards.
- Develop a trust in the community by having firefighter/paramedics help citizens navigate the current healthcare system.
- Reduce readmission rates for patients in the program
- Expand revenue and growth opportunities within the City of Merrill

The team determined that the following items were not appropriate to be included in their scope of work:

- Providing services to patients outside of the Merrill Fire Department Response District.
- Changing Merrill Fire Department paramedic scope of practice
- Changing the process flow of 911 call
- Addressing lack of public transportation, homeless shelter, mental health care which often leads to increased utilization of EMS and the Emergency Department
- Increasing the city budget or taxes

DISCUSSION:

The Merrill Fire Department is proposing to conduct a one year study of a Community Paramedic Pilot Program beginning April 1, 2017. The purpose of the study is to determine if a proactive approach to healthcare/emergency medical services will better serve the community.

The Merrill Fire Department and Good Samaritan Health Center have been evaluating proactive approaches to healthcare that reduce high-risk patients' hospital readmissions, reduce reliance on the 9-1-1 EMS system, engage social services partners to help discharged patients with needed services, and thus improve overall community health and safety. The program is designed to be "Merrill Specific" and tailored to meet the demographic needs of our community and ultimately each user.

Activities to be included in Community Paramedic Program**Medical Assessment & In-Home Care**

A systematic approach to evaluating a patient's current or chronic medical conditions that is used to communicate with the Medical Home and/or primary care physician. Services could include ECG, blood draw, basic vital signs, blood glucose levels, and carbon monoxide monitoring.

Activities of Daily Living Assessment

Assess patient's capacity for bathing, dressing, toileting, transferring, continence, and feeding. Provide referral to home healthcare as needed.

Home Safety Assessment

Assess patient's environment for safety related to the exterior and interior of the home, stairs, kitchen, bathroom, bedroom, and assistive medical devices.

Medication Reconciliation

Support patient, family and/or caregiver in the proper usage of home medications. Ensure thorough documentation of all prescription and non-prescription medications. Encourage the use of one, single pharmacy for medication oversight and consistency.

Community Resource Referral

When identified, provide assistance in referring patient to Senior Disability Services, Mental Health, Public Health, home health providers, non-emergent transport agencies, and other social service providers.

Hospital Discharge Planning Advocate

Provide in-home services to patient not meeting home health standard to provide coordination and patient, family, and/or caregiver understanding of hospital discharge plan. Services may include pharmacy assistance, follow-up with primary care physician, and coordination with discharge management services.

Collaboration with Primary Care Physician

Support patient, family, and/or caregiver in the proper usage of home medications and management of chronic illness. Report any signs or symptoms that might require an office visit.

INITIAL EVALUATION

As a measure of efficiency and financial resourcefulness, Merrill Fire Department has partnered with Good Samaritan Health Center to explore this subject through a pilot project focusing on training, development and response study which expected to last approximately one year.

In late 2014, Fire Chief Savone and Dr. Robyn Schertz met to discuss the possibly to develop this program. Over the last two years many meeting have been conducted with members of the GSHC staff along with Merrill Administrative staff and Merrill Local 847 members.

A one-year period should generate enough data to appropriately identify whether or not the program should be continued as a viable/sustainable healthcare response model for our community. The data from the study will be compiled into a shared research document with Good Samaritan Health Center. The results from the research effort will be shared with the Merrill City Council and the healthcare industry.

BUDGET IMPACT:

The Merrill Fire Department is committed to investing in our public safety services to keep our residents healthy and safe. Through innovative programming and strategic capital investments in personnel, we are working to ensure that Fire Department members are sufficiently prepared to keep up with the city's continuous growth and evolving needs.

There is no budgetary impact of this pilot project because it has been funded by the Good Samaritan Health Center Foundation. There is no funding commitment or expectation by the City of Merrill.

NEXT STEP PROPOSAL:

The Merrill Fire Department has reached a tentative agreement with Good Samaritan Health Center to facilitate a more detailed study of this service delivery model. The time frame for the proposed study is one year, beginning April 1, 2017.

CONCLUSION:

It is the belief of the team that a sizeable number of City of Merrill citizens would benefit from the development and implementation of a Community Paramedic program. Such a program would also assist Ministry Good Samaritan Health Care in meeting its mission and vision; more fully utilize the skill set of the MFD staff, improve the overall health of the community, and better utilize our human and financial resources through synergy between the two entities.

RECOMMENDATION:

The safety of our residents is of paramount importance to the MFD, mayor and Council. I am confident that this program and investments will serve our community well. The Fire Chief recommends that the city council adopt the program. The Fire Chief respectfully request approval to implement a Community Paramedic Pilot Program between the City of Merrill Fire Department and Ministry Good Samaritan Health Care.

MINISTRY HEALTH CARE

Community Paramedic Program

A Joint Venture between Ministry Good
Samaritan Health Center and the Merrill Fire
Department

Robyn Schertz
10/26/2016

Executive Summary

Ministry Good Samaritan Health Center serves a predominantly rural and older community and cares for a significant number of patients with diagnoses of congestive heart failure (CHF), chronic obstructive pulmonary disease (COPD) and pneumonia. These are three of the diagnoses targeted by the Centers of Medicare and Medicaid Services (CMS) for penalties should a patient be re-admitted to the hospital within 30 days of discharge.

While home health skilled nursing services are an excellent option for home-bound patients, many patients with chronic illnesses do not meet the criteria to have such care covered under their health insurance plans. Community Paramedicine is an emerging health profession that serves to close this gap by using existing providers such as paramedics in expanding roles to improve the health and wellness of the community. The Merrill Fire Department Paramedics are very well respected in our community; expanding the role of the paramedic to preventative health care services is a natural transition that can help fill this void.

The Community Paramedic Program will be a joint effort between Ministry Good Samaritan Health Center and the Merrill Fire Department. Referrals for the program will originate with Ministry Good Samaritan Health Center's emergency department and inpatient unit. Patients discharged from the inpatient or outpatient settings and who are identified as having a primary diagnosis of COPD, pneumonia or CHF will be identified as candidates for home visits. Once the patient agrees to participate in the program, they will receive two visits from community paramedics in their home. The first of these visits will occur within 48 hours of hospital or ED discharge in order to identify and correct any barriers to optimal medical treatment of their medical conditions and to prevent a need for a second ED visit or hospitalization. The community paramedics will also facilitate optimal communication and outpatient follow-up with the patient's primary care provider. The second visit will occur one week later and ensure that the patient is following their recommended treatments. If successful, the community paramedic program will help our community members dealing with chronic illnesses to optimize their treatments at home and to maintain a level of health that prevents repeat hospitalizations.

Aside from reducing hospital readmissions, the community paramedic program is also about improving the overall wellbeing of the communities we serve. It has been widely recognized that ground level falls account for the most common cause of trauma in our area, especially among the chronically ill or elderly populations. Therefore, the community paramedic program will also offer home safety checks, a comprehensive review of our patient's home and surrounding structures that identifies and offers suggestions to remediate trip or fall hazards before an accident happens. Patients will be referred to this benefit of the community paramedic program through referral from the emergency department and inpatient units as well.

Ministry Good Samaritan Health Center's Foundation has graciously approved funding to pilot this community improvement initiative for one year. If demonstrated to be successful, the program will be expanded to include patients discharged back to our community from other area hospitals, and in the future, other health diagnoses as well.

Scope Statement

Project Name Community Paramedic Program
Prepared By Robyn Schertz MD FACEP
Date October 3, 2016

Project Justification

In today's era of increasing health care costs and declining reimbursement, there is clearly a need for expanded, community-based services to supplement the traditional medical workforce. Although critical access hospitals are currently exempt from the Centers for Medicare and Medicaid Services' (CMS) recent move to discontinue reimbursement for hospital readmissions within 30 days after discharge, mounting evidence demonstrates the need to better support patients once they are transitioned home from the hospital.

Traditional home nursing services, while incredibly helpful, are only available to patients who are home-bound. Unfortunately, as evidenced by high readmission rates to hospitals, these services have missed large populations of patients who may not qualify for home health services, but for whom additional support is clearly needed.

This joint project between Ministry Good Samaritan Health Center and the Merrill Fire Department will provide in-home visits for patients recently discharged from the hospital who do not qualify for home health services, but have complex medical and/or social situations that put them at an elevated risk for a hospital readmission.

Project Description

The Community Paramedic Program (CPP) will be a voluntary program for patients in the city of Merrill and the surrounding rural community. Upon discharge from the hospital or emergency department, case managers at Ministry Good Samaritan Health Center (MGSHC) will refer patients who may benefit from this service to Merrill Fire for follow up visits. Initial efforts will target patients who are identified as being high risk for admission or readmission to the hospital for the principle diagnoses of congestive heart failure (CHF), pneumonia or chronic obstructive pulmonary disease (COPD). The Community Paramedic Program will also perform home safety checks in an attempt to improve patient safety of those identified at high risk for falls. This program will attempt to fill a void by reaching out to individuals who do not qualify for Home Health services in an attempt to educate and empower them to care for themselves and better manage their chronic health conditions.

Updated 10/11/2016

Project Objectives

- Develop a community outreach program, through the use of Community Care Paramedicine home visits, that will enhance the lives and health outcomes of patients with chronic health conditions
- Identify individuals at high risk of hospitalization or readmission to the hospital for a principle diagnosis of congestive heart failure (CHF), pneumonia or chronic obstructive pulmonary disease (COPD)
- Create supporting paramedic protocols to support paramedic-based home visits
- Develop patient-friendly reference guides for understanding the symptoms related to their chronic condition in order to facilitate patient identification of times in which an intervention is needed to maintain health status
- Use community paramedic visits as a way to monitor patient understanding of medication prescriptions and symptoms requiring intervention
- Collaboration of information between the field paramedic and the primary care providers in real-time to help intervene when needed to prevent hospitalization and emergency department visits
- If this program is proven to be successful in managing patients with COPD, pneumonia and CHF, protocols can later be expanded to other areas which may include diabetes, acute myocardial infarction, and patients with recent cardiothoracic surgery.

Project Deliverables

- **Deliverable A:** Selection criteria for patient referral to program
- **Deliverable B:** Templates and tracking forms for visit documentation
- **Deliverable C:** Introductory meetings with primary care providers to discuss program
- **Deliverable D:** Data flow from paramedics to primary care providers including: fax and telephone communication, urgent call process, and testing
- **Deliverable E:** EMS and Hospital Policies/Procedures to support program
- **Deliverable F:** Supplies Needed for Program
- **Deliverable G:** Training and clinical rotations for EMS providers
- **Deliverable H:** Viability and value of program

Known Exclusions

1. Identification of high risk patients discharged from hospitals outside of Merrill and back to our community
2. Community Paramedicine visits targeting diagnoses other than the three initial targets of CHF, COPD, and home safety checks.
3. Performing interventions on patients other than what is dictated in protocols
4. Implementation of a Paramedic based computerized medical record that would communicate data to Ministry's computerized medical record

Project Objectives

- **Financial Objectives**
 - Overhead costs not to exceed \$4,803

Updated 10/11/2016

- Supply costs not to exceed \$358
- Total project cost not to exceed \$14,652
- **Schedule Objectives**
 - Kickoff meeting will be held 12/5/2016
 - All paper forms for program will be completed by 12/16/2016
 - EMS Protocols will be submitted to the state by 1/16/2017
 - Paramedic training will be completed by 4/2/2017
 - Paramedic shadowing will be completed by 4/28/2017
 - Program will go live 5/1/2017
 - Pilot period will go from 5/1/2017-4/30/2018
 - Final reports and program data will be reviewed with project sponsors by 5/5/2018
- **Other Objectives**
 - Reduce 30 day COPD readmission rate from 27.9% to less than or equal to goal of 11%
 - Reduce/maintain 30 day CHF readmission rate to less than or equal to 11% (currently 4%)
 - Reduce 30 day pneumonia readmission rate to less than or equal to goal of 11%
 - Track visits in which a need for expedited follow up is needed sooner than scheduled primary care visit.
 - If need for follow up is identified by paramedic, what percent of patients are seen by PCP within 72 hours (goal 90%)
 - Patient Satisfaction with Community Paramedic Program (patient found visit helpful, patient would recommend service to others) is at a minimum 75% positive with goal of 90% positive

Project Organization

Clinical Project Manager:	Robyn Schertz, MD FACEP President, Medical Staff Ministry Good Samaritan Health Center Medical Director, Emergency Department MGS HC Medical Director, Lincoln County EMS, Merrill Division
Business Project Manager:	Kyle Carr, RN Director of Patient Services Ministry Good Samaritan Health Center
EMS Partner:	Chief Dave Savone, Merrill Fire Department, Lincoln County EMS, Merrill Division
Case Management Liaison:	Colleen Schuett, RN CPHM, Quality Improvement, Risk Management Specialist, Case Management Leader, Ministry Good Samaritan Health Center
Sponsor:	Ryan Andrews, MD Chief Medical Officer-Ministry St. Michael's Hospital, Interim Chief Medical Officer- Ministry St. Clare's Hospital, Interim Chief Medical Officer- Ministry Good Samaritan Health Center, Interim Chief Medical Officer- Diagnostic and Treatment Center

Updated 10/11/2016

Sponsor: Rachel Yaron, RN, Vice President Quality & Safety St. Clare's Hospital,
Executive Director Diagnostic and Treatment Center, Chief
Administrative Officer for Ministry Good Samaritan Health Center

Other Information In order for project to move forward, funding must be secured for cost of supplies and home visits. A grant proposal will be submitted to the Federal Office of Rural Health Policy for the Rural Health Network Development Program. Award date for this grant is May 1, 2017. Should the organization fail to be awarded this particular grant, the Ministry Good Samaritan Health Center Foundation has expressed a commitment to support grant funding to pilot this project.

Updated 10/11/2016

Risk Log

Project Name/ID: Community Paramedic Program

Document	Information
Date:	10/12/2016
Contact:	Kyle Carr
Project Manager:	Robyn Schertz

Potential	Description of Risk	Project Impact	Response	Responsibility
3	City Council may not approve program	1	Educate City Council about short and long term community benefits to citizens of Merrill and surrounding areas	Dave
3	Fire Fighter Union may not agree to the financial terms on behalf of members	1	Union will be engaged in discussions ongoing and will be able to provide input as needed	Dave
3	State of Wisconsin: May change rules/laws that require a higher level of certification to perform community paramedicine	1	Very unlikely that this will occur next year, but it may be a risk long-term (2-5 year range). State EMS proceedings will be monitored to evaluate for risk. Alternative sources of funding will be sought to pay for increased education requirements if this comes to pass.	Dave
3	Staffing levels of paramedics may not allow for home visits on certain dates	2	Advance notice and building flexibility in scheduling with alternate visits dates will mitigate this restriction.	Dave
3	Primary Care Physicians from area clinics refuse to participate in program	3	Very unlikely all clinics would refuse, other clinics likely to continue to be involved. Will get investment from each clinic to ensure they have input into program and explain the benefits they will reap from the program as well.	Robyn, Colleen
2	Funding for program	1	GSHC will apply for federal grant funding to pay for cost of pilot program. Funding is available for 3 years for grant. If no grant, cost will need to be budgeting in for facility for next fiscal year, delaying implementation.	Kyle, Colleen

Potential Level		Project Impact	
1 =	High	1 =	High
2 =	Medium	2 =	Medium
3 =	Low	3 =	Low

Stakeholder Analysis Template

Primary Stakeholders	Role on the Project or Role within the Organization	Contribution to the Project	Project Influence (Low, Medium or High)	Communication Plan (Frequency and Method)	Person Responsible to Communicate
Ryan Andrews	CMO, Ministry Good Samaritan Health Center	Project Sponsor	High	Monthly Meetings, Weekly emails, calls as needed	Robyn Schertz
Rachel Yaron	VP Patient Care, Ministry Good Samaritan Health Center	Project Sponsor	High	Monthly Meetings, Weekly emails, calls as needed	Kyle Carr
Robert Sedlacek	MMG Physician and PCP Liaison to project	Input on training, education for EMS, patient care goals and patient documentation	High	Weekly emails, calls and meetings as needed	Robyn Schertz
Merrill Primary Care Physicians	Consulting, process flow	Support program, develop communication methods with paramedics	High	Monthly Meetings, phone calls, emails as needed	Robyn Schertz
Patients	Participants in program	Engagement and feedback	High	Follow up phone calls, satisfaction surveys	Colleen Schuett
EMS Personnel	Will complete training and perform home visits	Perform home visits	High	Emails as needed	Dave Savone
Secondary Stakeholders					
Linda Graveen	Administrative	Scheduling,	Medium	Monthly Meetings,	Kyle Carr

	Assistant	Paperwork		Weekly emails, calls as needed	
City Council of Merrill	Approval of EMS staff to engage in community paramedic program	Approve pursuit of venture	High	Monthly Meetings, emails and calls as needed	Dave Savone
Case Management Staff	Patient Identification and follow up	Ongoing patient referrals, fine-tuning of program	High	Monthly meetings as needed, emails and phone calls as needed	Kyle Carr
Local Firefighter Union Leaders	Approve EMS participation in program	Approval	High	Emails, meetings as needed	Dave Savone
Jana Johnson	Administrative Assistant	Scheduling, paperwork	Medium	Phone calls, emails as needed	Dave Savone
Phil Skoug	Paramedic	EMS Protocols	Medium	Emails, phone calls as needed	Dave Savone
Ross Witucki	Paramedic Training Coordinator	Visit Checklists and Paramedic Training	Medium	Phone Calls, emails as needed	Dave Savone
Scott Krause	EMS Lead	Paramedic Training	Low	Phone Calls, emails as needed	Dave Savone

**Community Paramedic Program
Work Breakdown Structure**

		Duration (in days)
Deliverable 1 (1.1)	Selection criteria for patient referral to program	
1.1.1	Identify Inpatient Referral Process	2
1.1.2	Identify Outpatient Referral Process (ED)	2
1.1.3	Develop method to notify EMS of patient referral	1
Deliverable 2 (1.2)	Templates and tracking forms for visit documentation	
1.2.1	Create visit Checklists	5
1.2.2	Create Medication Discrepancy Tool	2
1.2.3	Create Patient Education Materials	7
1.2.4	Create Home Safety Checklist	1
1.2.5	Create Patient Referral Tracking Log	1
Deliverable 3 (1.3)	Introductory meetings with primary care providers to discuss program	
1.3.1	Meet with Ministry Medical Group (MMG)	14
1.3.2	Meet with Marshfield Clinic (MCMC)	14
1.3.3	Meet with Aspirus Primary Care Clinic	14
1.3.4	Meet with Bridge Community Clinic (BCC)	14
Deliverable 4 (1.4)	Data flow from paramedics to primary care providers, including: fax and telephone communication, urgent call process, and testing	
1.4.1	Troubleshoot process with MMG	10
1.4.2	Troubleshoot process with MCMC	10
1.4.3	Troubleshoot process with Aspirus Clinic	10
1.4.4	Troubleshoot process with BCC	10
Deliverable 5 (1.5)	EMS and Hospital Policies/Procedures to support program	
1.5.1	Write Hospital Policies and Procedures	30
1.5.2	Write EMS Policies and Procedures	60
1.5.3	Create Patient Satisfaction Materials	7
Deliverable 6 (1.6)	Supplies Needed for Program	
1.6.1	Identify Clinical Supply needs	1
1.6.2	Identify Office Supply needs	2
1.6.3	Purchase all supplies	20
Deliverable 7 (1.7)	Training and clinical rotations for EMS providers	
1.7.1	Develop training based on policies and visit checklists	14
1.7.2	Arrange shadowing opportunities at local facilities	30
1.7.3	Complete paramedic training for program	2
Deliverable 8 (1.8)	Viability and value of program	
1.8.1	Evaluate patient feedback regarding program	365
1.8.2	Determine effectiveness in lowering readmission rates	365
1.8.3	Determine effectiveness of fall/injury prevention	365
1.8.4	End pilot and determine viability	5

Updated 10/13/2016

Quality Management Plan

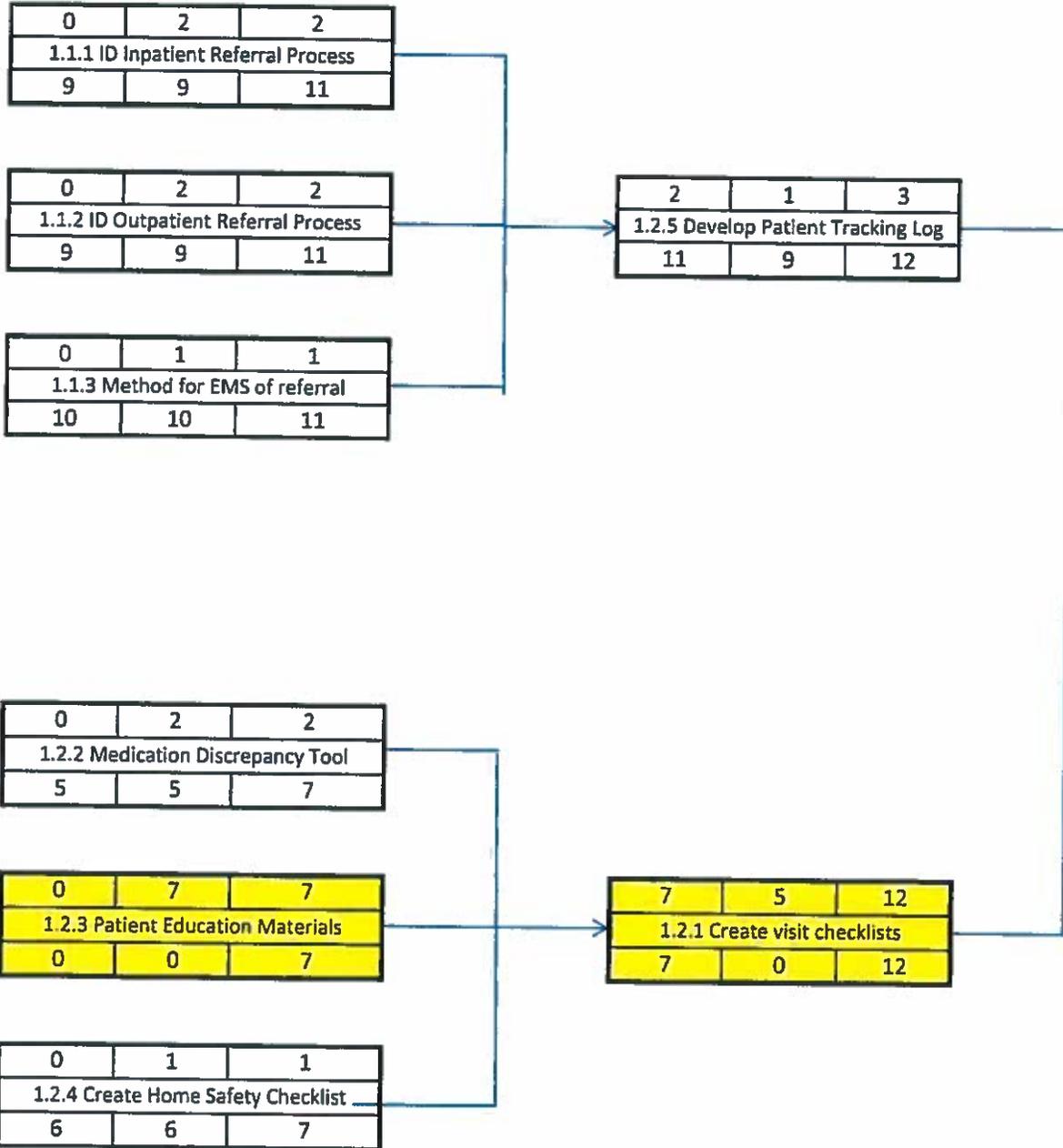
Project Name/ID: Community Paramedic Program

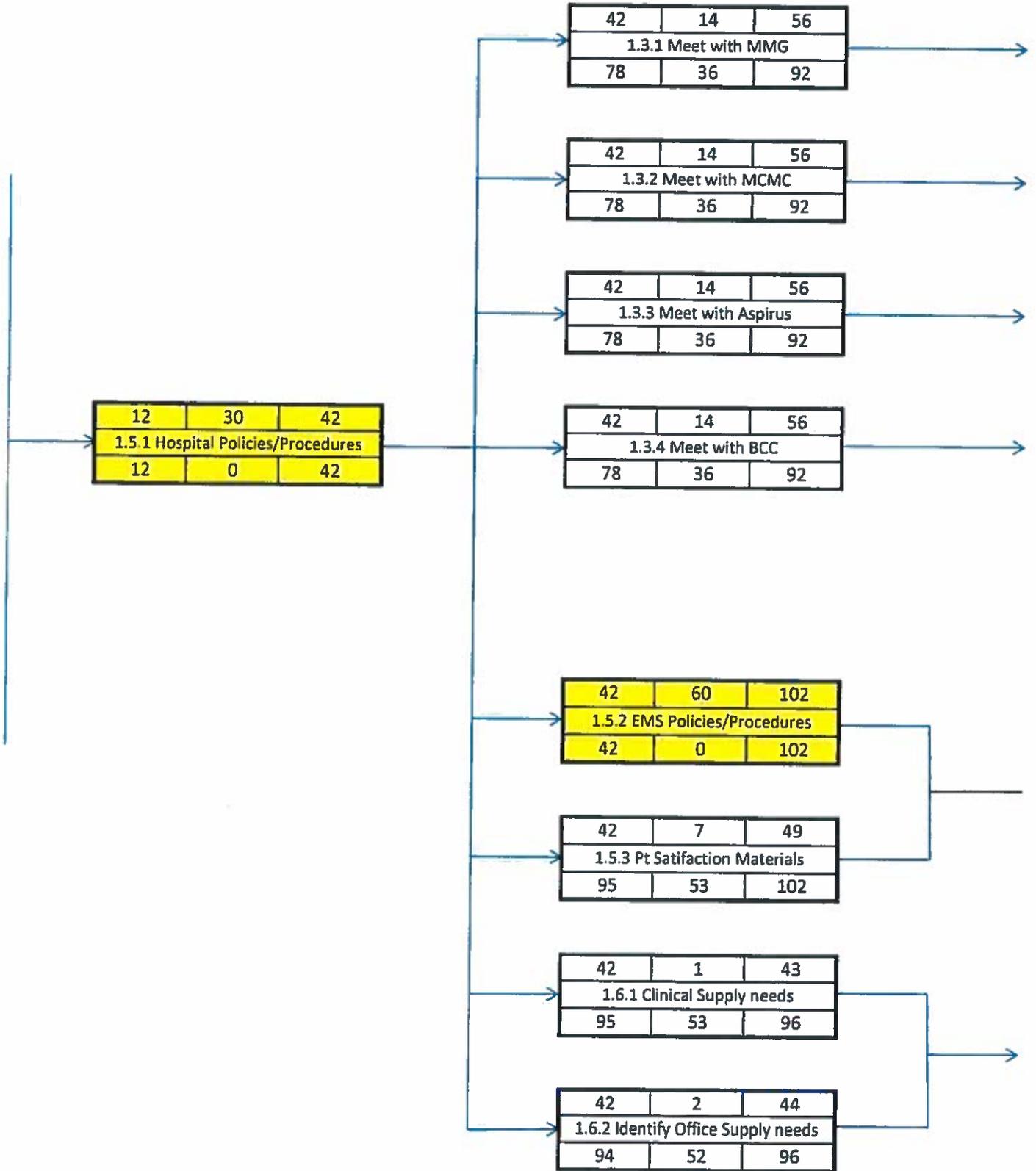
Document	Information
Date:	10/12/2016
Contact:	Kyle Carr
Project Manager:	Robyn Schertz

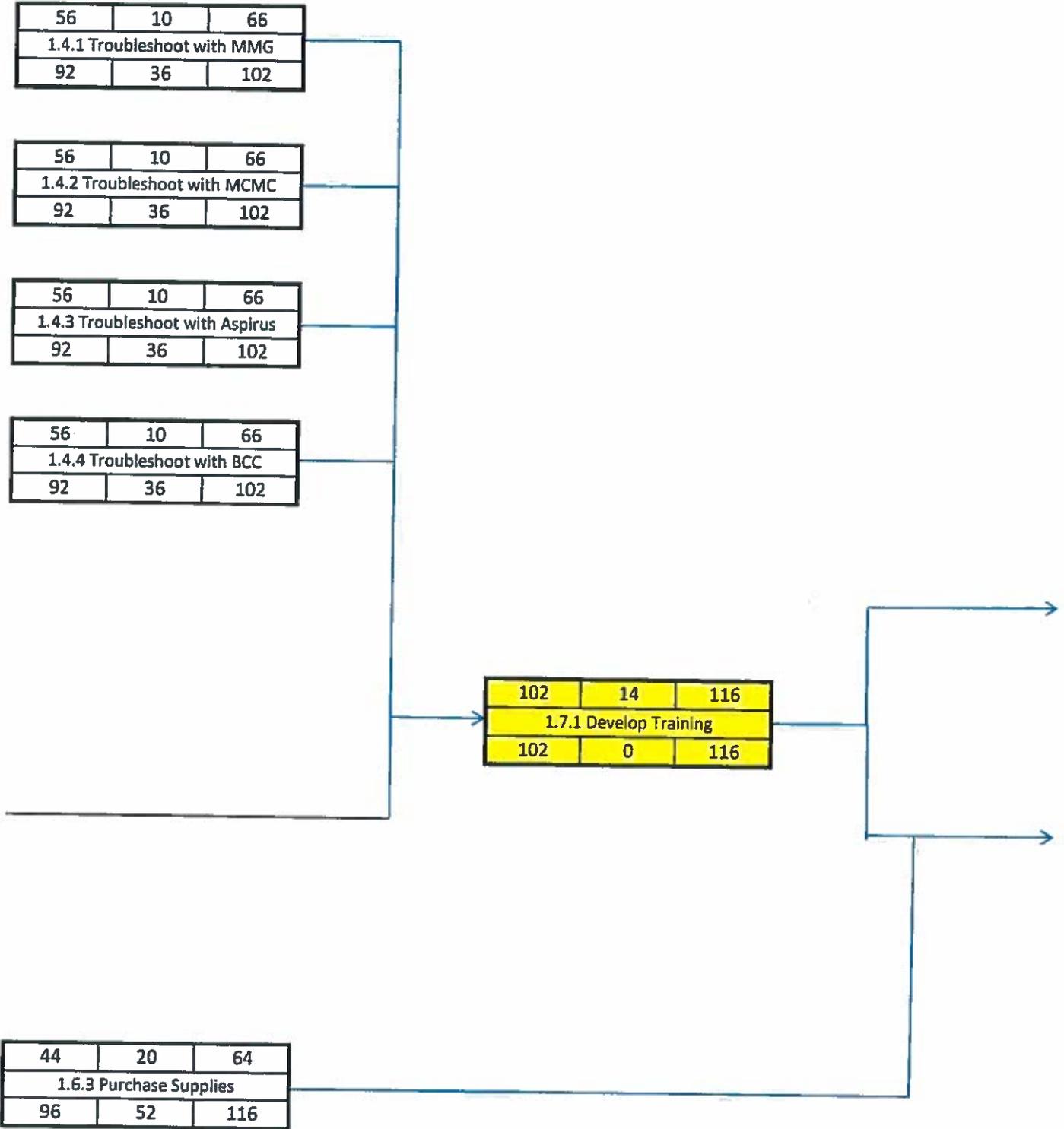
Measurable Objective: What will you measure? Numeric Objective Goes Here	Why will it be measured?	How will you measure it?	How frequently will the objective be measured?
All team members will stay on schedule for 100% of assigned tasks.	To ensure program moves forward on schedule.	Program manager will assign deadlines and monitor for completion	Weekly
All team members will communicate any delays or roadblocks to task completion with entire team within 48 hours.	To recognize and mitigate any delays that might be encountered by team	Program manager will ensure deadlines are met	Weekly
Feedback regarding effectiveness of protocols and visit documentation will be reviewed quarterly to ensure it meets provider needs	In order to provide benefit to patients, paramedics and primary care providers will need to collaborate in an effective manner.	Feedback will be solicited from paramedics and primary care providers	Quarterly
Reduce 30 day COPD readmission rate from 27.9% to less than or equal to goal of 11%	COPD accounts for the highest number of readmissions to GSHC. The CPP has the potential to have greatest impact in this category	30 day readmissions to GSHC will be monitored via hospital census	Monthly
Reduce/maintain 30 day CHF readmission rate to less than or equal to 11% (currently 4%)	There is an organization-wide focus on reducing CHF admissions. GSHC is meeting target, but the CPP will ensure we continue to meet our goals	30 day readmissions to GSHC will be monitored via hospital census	Monthly
Track visits in which a need for	This will measure our purpose for the visit: to catch the need	Information will be gathered	Measured with every visit,

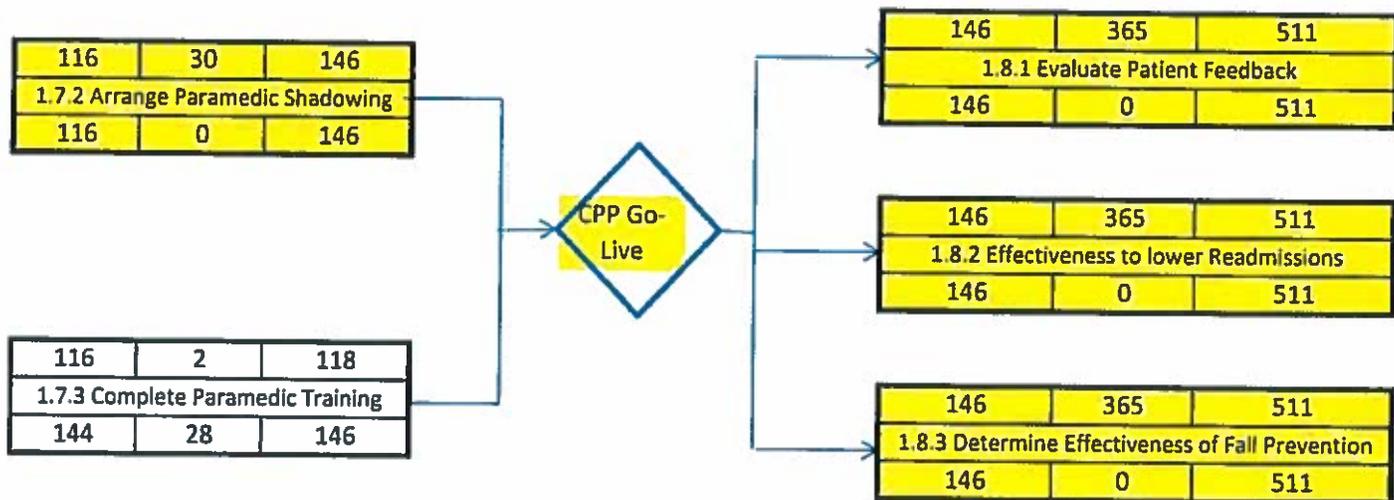
expedited follow up is needed sooner than scheduled primary care visit.	for intervention prior to an adverse event.	from CPP visit logs	aggregate data monthly
If need for follow up is identified by paramedic, what percent of patients are seen by PCP within 72 hours (goal 90%)	This measure will help determine if the CPP is successful in creating an alternate outcome (urgent PCP visit) when there is a need for intervention	Information will be gathered from CPP visit logs	Measured with every visit, aggregate data monthly
Patient Satisfaction with Community Paramedic Program (patient found visit helpful, patient would recommend service to others) is at a minimum 75% positive with goal of 90% positive	Patient satisfaction surveys will help us understand patient perceptions about the usefulness of the community paramedic program	Patient satisfaction surveys will be provided for each visit. If no survey is received, GSHC will follow up with phone survey	Measured with every visit, aggregate data monthly

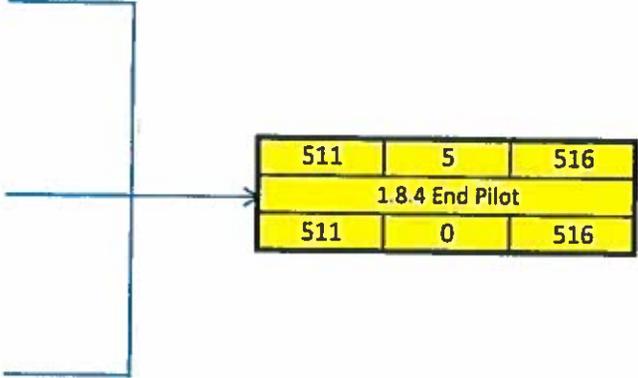
COMMUNITY PARAMEDIC PROGRAM NETWORK DIAGRAM











MERRILL FIRE DEPARTMENT

Monthly report January 2017



Administration

The Student Fire Academy continues at Merrill High School

Chief Savone attends department head meeting

Chief Savone attended Common Council Meeting

Chief Savone attends the monthly Lincoln County EMS Meeting

Chief Savone meets with Ladder truck manufacturer Pierce

Chief Savone meets with Sales man for copy machine replacement

B/C Drury Conducts Public Safety radio talk on WJMT

Chief Savone attend WSFCA meeting

Foster Coach Representative is in quarters with demo ambulance, contract is reviewed for replacement

Chief Savone attends a Mass Notification Meeting with PD, SO and IT

Chief Savone attends meeting concerning Wage Study of Battalion Chiefs

Department Members attend meeting with Dr. Schertz from GSMC to conduct incident reviews

Chief Savone, BC's Drury, Krause, Wegener and FF Sparks attend a tour and final selection for new ladder truck at Pierce Manufacturing

Chief Savone and BC Drury meet with Rod Akey to discussion fire extinguisher and AED locations at the new Enrichment Center

Chief Savone attends monthly Health and Safety Committee Meeting

Chief Savone attends Personnel and Finance Committee Meeting

Chief Savone attends LEPC meeting

Chief Savone meets with Rick Lang from Ministry health to discuss FF Physicals

Chief Savone Met with Chief Neff and discussed department issues

Chief Savone, B/C's Krause and Drury Attended WEMSA conference

Chief Savone and B/C Drury attended public hearing in Eau Claire concerning sprinkler systems in apartment buildings

Operations

Month	EMS Incidents	EMS Incidents Motor Vehicle Crash	Structure Fire	Other Fires	Other Hazards & Service Calls	Mutual Aid	Total Incidents for Month
January	131	2	0	0	17	0	150
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
Year to Date Total	131	2	0	0	17	0	150

EMS

Month	Total EMS Patients	Transfers	Stand-by	Stand By Tomahawk	Expenses	Total Billing
January	139	8	3	0	\$101,727.38	\$95,042.50
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Total YTD	139	8	3	0	\$101,727.38	\$95,042.50

Training

Number of Trainings offered	86
Number of Staff attending	291
Number of Staff Hours	429

During the month training topics included: SCBA Fit Training, PPE Training, Student Fire Academy, EMT Refresher, Rescue Task Force Training, Driver Training, Portable Radio Training.

Fire Prevention Bureau

Total Inspections	46
Number of Violations	29
Number of Corrected Violations	16
Number of Staff Hours this month	14.9 hours

Public Education & Community Activities

Blood Pressure Screening for residents of Park Place

Heartsaver CPR course for 6 students from Corning Fire department

Heartsaver CPR/First aid class for 1 student

Heartsaver CPR/First Aid and Blood Borne Pathogens class for 11 people from Weinbrenner

Heartsaver CPR/First aid class for 6 people from Stargazer Limousine and Park Side Pre-school

Heartsaver CPR class for 10 people from T.B. Scott Library



**MERRILL
WISCONSIN**
City Of Parks

CITY OF MERRILL

Police Department

Chief Kenneth J. Neff

Captain Corey A. Bennett

1004 East First Street • Merrill, Wisconsin • 54452-2586

Phone (715) 536-8311 • FAX (715) 536-5930

January 2017

	Last Month	This Month	Last Year
Complaints received	546	566	495
Traffic crashes	19	23	26
Juvenile non-traffic arrests	31	38	39
Traffic Citations (adult & juv.)	88	84	64
Adult non-traffic arrests	78	114	122

CVR Transactions

New applications	15	9	23
New application city revenue	\$195.00	\$117.00	\$299.00
Renewals	16	16	16
Renewal city revenue	\$104.00	\$104.00	\$104.00
CVR Revenue YTD		2017 \$221.00	2016 \$403.00

“Serving Merrill with Pride”

An equal opportunity/affirmative action employer.

SPECIAL ASSIGNMENTS AND ACTIVITIES

January 4, **Chief Neff, Captain Bennett, Investigator Wunsch, Lieutenant Bacher, Lieutenant Hartwig, Lieutenant Drabek, and Lieutenant Seubert** attended department staff meeting

January 10, **Chief Neff** attended department head meeting

January 10, **Chief Neff and Officer Tesch** attended Lincoln County Drug Free Coalition

January 10, **Chief Neff** attended City Council meeting

January 11, **Captain Bennett** attended MASS notification presentation

January 11, **Chief Neff** attended MADA graduation

January 12, **Investigator Wunsch and Chief Neff** attended Crime Stoppers board meeting

January 17, **Chief Neff, Lieutenant Hartwig, and Officer Borchardt** attended Congressman Sean Duffy town Hall meeting

January 19, **Chief Neff and Officer Jaeger** presented and conducted Kate Goodrich DARE graduation

January 20, **Lieutenant Hartwig and Chief Neff** attended Johnnie Cash Tribute Concert for MPBA

January 23, **Chief Neff** spoke on WJMT 'Our Town' radio broadcast

January 23 **Chief Neff** attended Health & Safety committee meeting



Kenneth J. Neff
Chief of Police

Department Activity Report

First Date: 01/01/2017

Jurisdiction: LINCOLN911

Last Date: 01/31/2017

Department	Complaint Type	Description	All Units	Primary Unit
MRPD	911 HANGUP	911 HANGUP	3	1
	911 NUISANCE	911 NUISANCE CALL	3	3
	ABAND VEH	ABANDONED VEHICLE	1	1
	AGENCY/ASS	AGENCY ASSISTANCE	18	8
	ALARM	ALARM (BANK, FIRE, COMMERCIAL, RESIDENTIAL)	11	7
	AMBULANCE	AMBULANCE NEEDED	41	2
	ANIMAL BITE	ANIMAL BITE	1	1
	ANIMAL COMF	ANIMAL COMPLAINT (BARKING DOG, NEGLECT, E	10	9
	ATT LOCATE	ATTEMPT TO LOCATE	9	3
	ATV/SNOW CC	ATV/SNOWMOBILE COMPLAINT	2	2
	BAIL JUMP	BAIL JUMPING	1	1
	BATTERY	BATTERY (intentional and unlawful touching or strikin	1	1
	CHILD ABUSE	CHILD ABUSE/NEGLECT	9	6
	CHLD CUS	INTERFERE W/CHILD CUSTODY	3	3
	CRASH/DEER	CRASH CAR/DEER	1	1
	CRASH/PDO	CRASH PROPERTY DAMAGE ONLY	43	25
	CRIM DAM PR	CRIMINAL DAMAGE TO PROPERTY (VANDALISM)	2	1
	CTZN/ASSIST	CITIZEN ASSISTANCE	7	5
	CVL	CIVIL	5	5
	DEBRIS SPILL	DEBRIS/SPILL ON ROADWAY	1	1
	DIS CONDUCT	DISORDERLY CONDUCT	44	14
	DISREGARD	DISREGARD	5	4
	DOMESTIC	DOMESTIC	43	13
	DRUG ACTVIT	DRUG ACTIVITY (POSSESSION, USE, PARAPHERI	13	5
	DRV COMP	DRIVING COMPLAINT (RECKLESS, ROAD RAGE, E	11	8
	ESCORT	ESCORT/CONVOY	22	8
	EXTRA PATRL	EXTRA PATROL	1	1
	FIGHT	FIGHT IN PROGRESS	5	1
	FORGERY/FR	FORGERY/FRAUD	3	3
	FOUND ITM/AI	FOUND ITEM/ANIMAL	16	13
	GARBAGE DU	ILLEGAL DUMPING OF TRASH OR DEBRIS	1	1
	HARASSMENT	HARASSMENT	5	4
	HIT & RUN	HIT & RUN / F.PI.PD	8	5
	IMP/ILL PARK	IMPROPERLY/ILLEGALLY PARKED VEHICLE	19	16
	INFO COMPL	INFORMATIONAL COMPLAINT	17	10
	INTOX PED	INTOXICATED PEDESTRIAN	1	1
	INTOX DRIVEF	INTOXICATED DRIVER	6	2
	JUA ALC PRT	JUVENILE/UNDERAGE ALCOHOL PARTY	4	1
	JUNK ORD	JUNK, ORDINANCE VIOLATION	1	1
	JUV COMP	JUVENILE COMPLAINT	1	1
	LIQUOR VIO	LIQUOR VIOLATION (TAVERN/BAR OPEN AFTER F	1	1
	LITTERING	LITTERING (depositing in any manner on public/privat	1	1
	LOCKOUT	VEHICLE LOCKOUT	44	34
	LOITERING	LOITERING	3	2
	LOST ITEM/AN	LOST ITEM/ANIMAL	2	1
	MENTAL SUB	MENTAL SUBJECT	1	1
	MISSING PER	MISSING PERSON	11	4
	MOTORIST AS	MOTORIST ASSIST	25	16

Department Activity Report

First Date: 01/01/2017

Jurisdiction: LINCOLN911

Last Date: 01/31/2017

Department	Complaint Type	Description	All Units	Primary Unit
MRPD				
	NEIGH COMP	NEIGHBOR COMPLAINT	3	2
	NOISE COMP	NOISE COMPLAINT	12	4
	ODOR INVEST	ODOR INVESTIGATION	6	1
	OPEN DR/WIN	OPEN DOOR/WINDOW FOUND	24	10
	ORD VIOLATE	ORDINANCE VIOLATION	8	4
	PAGER TEST	PAGER TEST	1	1
	PED ROADWA	PEDESTRIAN ROADWAY	2	1
	PICKUP PRISC	PICK UP PRISONER/SUBJECT	1	1
	PROB VIO	PROBATION VIOLATION	26	14
	PROP DAM	PROPERTY DAMAGE	4	4
	RCKLS CN/DR	RECKLESS CONDUCT/DRIVING	11	3
	RD REPR	ROAD REPAIRS NEEDED	2	2
	RUNAWAY	RUNAWAY	4	2
	SEX ASSLT J	SEXUAL ASSAULT JUVENILE	2	2
	SHOPLIFTING	SHOPLIFTING	7	3
	SMOKE REPO	SMOKE REPORT	2	1
	STAND BY	STAND-BY	5	2
	SUDDEN DEAT	SUDDEN DEATH	4	0
	SUICIDE ATT	SUICIDE ATTEMPT	16	2
	SUICIDE THR1	SUICIDE THREAT	19	5
	SUSP ACTVTY	SUSPICIOUS ACTIVITY	30	15
	SUSP PERSON	SUSPICIOUS PERSON	5	2
	SUSP VEH	SUSPICIOUS VEHICLE	1	1
	THEFT	THEFT	35	28
	THREAT	THREATS	9	4
	TOBACCO VIC	TOBACCO VIOLATION	1	1
	TRAFF LIGHT	TRAFFIC LIGHT OUT	1	1
	TRAFFIC STOI	TRAFFIC STOP	212	144
	TRAIN CMP/DI	TRAIN COMPLAINT/DERAIL	1	1
	TRANS CO CL	TRANSFERRED TO OTHER COUNTY CALLS	1	1
	TRESPASSING	TRESPASSING	2	2
	TRUANCY	TRUANCY	7	1
	VEH IN DITCH	VEHICLE IN DITCH	6	5
	VIN CHECK	VIN CHECK	1	1
	VIO CRT ORD	VIOLATION OF COURT ORDER	2	2
	WANTED PER	CHECK RECORD FOR WANTS	34	13
	WEAPONS VIK	WEAPONS VIOLATION	1	1
	WEATHER	WEATHER AND ROAD REPORT	1	1
	WELFARE CK	WELFARE CHECK	48	20
Department:			1043	566
Overall:			1043	566