Northwoods Emergency Medical Services District

Special Board Meeting

Friday, September 19, 2025, 3:00 PM

Winchester meeting room

A quorum of Town Board members from each of the four member Towns may be present at this meeting. No official Town Board action will be taken by these members during their attendance at this meeting.

1. The Meeting was called to order by Phil Harris at 3:00 pm and he verified that the Agenda had been posted appropriately. Those in attendance were:
   Board: Phil Harris, John Hanson, Steve Herzberg, and Daniell Wahlgren
   EMS Consultant: Dana Sechler
   Others in the audience and online: Joe Discianno was the video host, Destinee Harris, Brian Jopek, “Samsung”, Jim, User4965310, and Maymee Siegner

2. Motion by Steve Herzberg, second by Phil Harris, to approve the Agenda as posted. Voice vote: All ayes, motion carried.

3. Discussion/ possible action of related to the Bylaws amendments presented by John Hanson.
   a. John Hanson moved that Section II be amended regarding the composition of the Board representatives. (John read from the prepared changes.) There was no second to the motion, and the motion died.
   b. Motion by John Hanson, second by Daniell Wahlgren to change the Town payment dates to 4 times a year, instead of 2 times a year. John Hanson went through the rationale, which included an easier flow of funds to help with the cash flow. Phil Harris indicated that it is difficult to collect two times a year, much less four times a year.
      Voice vote: 1 aye; 3 no’s; motion failed.
   c. Motion by John Hanson, second by Steve Herzberg to correct the names of the two top administrators to Chief and Deputy Chief. Voice vote: all ayes; Motion passed.

4. Discussion occurred regarding the hiring of a grant writer. Steve Herzberg is not against the idea, however he doesn’t want another part-time/full-time employee for this position. He suggested that the person can provide services on an hourly rate, or the expenses could be paid as part of the grant award that is received. John Hanson has been talking with one of his contacts that might be interested in being the grant writer for the District. John Hanson also brought up some of the specifics associated with the Innovation Grant that the Town of Manitowish Waters received. Steve Herzberg suggested bringing the grant item to the Grant Committee for review. Daniell asked about the purpose that is needed for a professional grant writer to be used by the District? He indicated that does it now as the Service Director for his service, and thinks that the Chief/Deputy Chief could pick up some of those responsibilities. A Motion was made by Steve Herzberg, seconded by Phil Harris for NEMSD to utilize a grant writer on an as needed basis—to be vetted by the Grant committee, and approved by the District Board. Voice vote: All ayes,

motion carried.

5. Discussion occurred, and everyone was in agreement that a monthly meeting could be established, with the understanding that additional special meetings could be scheduled as needed. It was requested that each of the Board members send their availability (top 4 choices) to Phil Harris to collate all the availability (or lack thereof) and Phil could then pick the day / time that works best for everyone.

6. Discussion occurred regarding setting up a savings/sweep account in order to accrue a better interest rate for the District. The group was in agreement to set up an interest bearing account, and the Chief was tasked to complete that item.

7. Phil Harris read the proposal from John Hanson regarding the ownership of the ambulances by NEMSD. John Hanson gave the rationale for the proposal. There was a suggestion that the Town of Manitowish Waters could purchase an ambulance. It was then agreed upon by the group to Table the conversation to a later date. There was a question on whether the District has adjusted the insurance coverage to assure that the NEMSD drivers are indeed covered.

8. Steve Herzberg commented on a potential cost of living raise for the staff. He brought up that several EMT's are taking the AEMT class, and sometime next year they will be going up to the AEMT level, which precludes an hourly increase of $3.00 per hour.

9. Discussion occurred on an alternative 2026 budget presented by John Hanson. Numerous comments were made by the Board members on the various line items in the Budget. John Hanson made a Motion to make the suggested changes that he had presented to the Board. There was no second, so the motion died.

10. The meeting was then adjourned by the President at 4:40 pm.