

AGENDA
REGULAR MEETING
PUBLIC SAFETY COMMITTEE
City Hall – Large Conference
Room 5211 SCHLUTER ROAD
Wednesday – November 25, 2020
6:00 P.M.

Remote Teleconference Meeting via
ZOOM

**NOTICE OF ELECTRONIC
MEETING**

Due to the current state of emergency because of the COVID-19 pandemic, this meeting will be conducted via electronic videoconferencing/teleconferencing. As such, it is likely that some or all members of, and a possible quorum, may be in attendance via electronic means and not physically present. In accordance with Wisconsin law, the meeting will remain open to the public. The public may still attend in person at the location stated in this agenda. However, due to the need to maintain social distancing in accordance with Emergency Order #10 of Public Health Madison & Dane County dated November 17, 2020, and the limited physical space available, the public is encouraged and requested to attend via electronic means. Directions to do so are listed at the bottom of this agenda. Upon reasonable notice, the needs of disabled individuals will be accommodated through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at 608-222-2525.

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a) August 26, 2020
4. Appearances
5. Unfinished Business
 - a) **Riseling Report available on City website <https://www.mymonona.com>**
6. New Business
 - a) **Discussion/Action of RFP for Fire Department Billing Service**
7. Review Monthly Financial Reports: Law Enforcement, Fire Protection, Emergency Communications and Ambulance
8. Discussion of future agenda items.
9. Reports
 - a) Fire Department
 - b) Police Department
 - c) Building and Code Inspection

d) Police and Fire Commission

10. Next meeting date: **TBD (or December 23, 2020)**

11. Adjournment

DIRECTIONS TO ATTEND MEETING ELECTRONICALLY

You may attend via videoconference at <https://us02web.zoom.us/j/97125609349> or by downloading the free Zoom program to your computer at <https://zoom.us/download>. At the date and time of the meeting log on through the Zoom program and enter Meeting ID: 971 2560 9349.

You may attend via telephone conference by calling the following phone number:

PHONE NUMBER: 1-312-626-6799 / MEETING ID: 971 2560 9349, FOLLOWED BY #

Please mute your phone when not speaking to ensure best possible audio quality.

PUBLIC APPEARANCE BY ZOOM

Persons interested in publicly appearing before the Public Safety Committee via computer or phone on the Zoom application are asked to submit an [Appearance Before a Committee form](#) so that we can accommodate all online and phone requests to speak. Please submit your form as soon as possible. Requests will be accepted before and during the meeting until the Appearances section is closed. Requests submitted after the Appearances section is closed will not be able to speak. Link to form:

<https://www.mymonona.com/FormCenter/CommitteeApplication-11/Appearance-Before-a-Committee-Citizen-Co-82>

WRITTEN COMMENTS

You can send written comments on agenda items by emailing <mailto:sdeuman@ci.monona.wi.us>.

**CITY OF MONONA
PUBLIC SAFETY COMMITTEE
Conference Room
5211 Schluter Road
Wednesday- August 26, 2020**

MINUTES

1. Call to Order: Chair Thomas called the meeting to order at 6:01 pm

2. Roll Call:

Committee Members Present: Thomas (ZOOM-Conference Room), Moore (ZOOM), Fontaine (ZOOM), Reed (ZOOM), Rehberg (ZOOM), Miley (ZOOM), and Henderson (ZOOM)

Committee Members Absent: Hanson and Bisbee

Staff Present: Police Chief Ostrenga (ZOOM), Interim Fire Chief Eklof (ZOOM), Police Lieutenant Deuman (ZOOM), Police Lieutenant Wiegel (ZOOM), Police Detective Sergeant Losby and Director of Administrative Services Leah Kimmell (ZOOM-Conference Room).

Others Present: none

3. Minutes: A motion was made by Reed, seconded by Fontaine, to approve the minutes of the July 22, 2020 meeting. One correction was mentioned on the spelling of Mary Reed from the minutes. Motion approved unanimously.

4. Appearances:

Chair Thomas advised the committee that there was information provided by several people who were not attending that would be added to the minutes.

Alder Doug Wood, 5304 Schluter, was not present; but provided information to consider regarding the police pursuit policy. (Attached)

Michael Schachter, 708 Moygara, was not present; but provided information to consider regarding vehicles parking in the No Parking zones on Winnequah Road. (Attached)

Mary Delaney, 5108 Mesa. Attorney for Legal Action Wisconsin. Was present and made a few comments and provided information on the police pursuit policy. (Attached)

Jon Farris, 613 Tall Pines Way, Verona. Founder of "Pursuit For Change", was present and provided a summary of his concerns about police pursuits. His son was killed 13 years ago when he was a passenger in a taxi that was struck by a vehicle being pursued

by police in Boston, MA. He provided several suggestions for the Monona police pursuit policy. (Attached)

Appearance section closed at 6:26 pm.

{Items 6 and 9a moved up in agenda}

6. New Business:

a) Discussion/Action on MPSIS RSE Report for July 2020.

Chief Ostrenga discussed the MPSIS Race Sex Ethnicity (RSE) Report with the Public Safety Committee (PSC). The crime analyst for the MSPSIS group has been working on this report for some time and is trying to get the data as accurate as possible. This is the latest version, but we are still finding that some numbers are being multiplied if there is more than one charge. One of the most important aspects of this report is the source: Officer initiated, or Citizen initiated.

b) Discussion/Action on Future Traffic Grants

With a focus on the disproportionate number of minority persons being arrested or receiving citations the question was posed to the PSC if we should continue to participate in Traffic Grants that are funded by the Department of Transportation. The grants are typically given to communities that have a high number of traffic crashes and are located along major roadways. Locations where enforcement takes place, the beltline and connector streets, also have a high number of minority vehicle operators. Accidents are caused by speed, inattentive driving and OWI. There are also grants that target seat belt compliance. Typically the grants focus enforcement on the main roads and don't target residential side streets. One of the advantages of having officers work the grants is that when the regular officers get tied up on priority calls the grant officers are available to shift over to patrol to assist.

After discussion, there was no motion, however there seemed to be a general consensus that participating in the traffic grant program was beneficial to improving traffic safety.

c) Discussion/Action on 2021 Operational Budgets for Police/Dispatch/Fire/EMS Police

Police Chief Ostrenga reviewed the 2021 Operations Budgets for Law Enforcement.

After discussion there was a motion by Moore, seconded by Reed, to increase the Law Enforcement professional development line of the budget by \$10,000 in anticipation of additional training that we would like in areas to improve overall practices, this increase would not cause a reduction to other areas of the budget. Motion passed unanimously.

Motion by Rehberg, seconded by Miley, to approve the 2021 Operational Budget for Law Enforcement. Motion passed unanimously.

Police Chief Ostrenga reviewed the 2021 Operations Budgets for Dispatch.

After discussion there was a motion by Moore, seconded by Miley, to increase the Dispatch professional development line of the budget by \$2,000 without a reduction to other areas of the budget.

Motion by Moore, seconded by Rehberg, to approve the 2021 Operational Budget for Dispatch. Motion passed unanimously.

Fire Chief Eklof reviewed the 2021 Operations Budgets for the Fire Department.

Motion by Reed, seconded by Rehberg, to approve the 2021 Operational Budget for the Fire Department. Motion passed unanimously.

Fire Chief Eklof reviewed the 2021 Operations Budgets for EMS.

During discussion, there was a question about the purpose for the transfer of \$2,000 from EMS to the annual fund.

Motion by Fontaine, seconded by Reed, to approve the 2021 Operational Budget for EMS. Motion passed unanimously.

9. Reports

a) Fire Department

Chief Eklof summarized the following topics for his monthly report.

- Budget
- July EMS revenue \$38,437, should be on track to meet expectations for 2020 EMS revenue
- MOFD association purchased PPE for our Department. 630, N-95 masks and 1,000 surgical masks at a cost of almost \$2,500. An additional 200 surgical masks were donated
- Our Fire Department trainings continue in small groups and maintaining social distancing where possible
- I have been contacted by a resident about lack of parking restrictions at the North West corner of Winnequah Trail and Tonyawatha Trail. Concerned about fire apparatus being able to make the corner when vehicles and boat trailers are parked close to the intersection.
- Town of Madison Fire Department is scheduled to be out of service on November 1, 2020 pending a vote by the Town Madison Board, September 14, 2020. City of

Madison Fire Department will be contracting with the Town of Madison until the annexation is complete. In discussion with our other mutual aid partners about assisting Monona with calls, specifically structure fire responses and when we have multiple EMS calls in Monona.

- New hire, as of 08-12-20, FF/P Tom Nebel, former LTE replacing FF/P Andrew Buckingham
- Looking to hire additional LTE FF/Ps to assist in reducing overtime
- Safety Officer, Tim Hamacher retiring 08-27-20 after almost 37 years of service to Monona Fire Department + 5 years at Maple Bluff
- POC member FF Kevin Steiner, resigned 08-15-20, moved out of state, accepted Police Officer position
- New Fire Chief, position was offered and accepted. Pending background check and medical exam.
- I am planning on retiring 12-31-2020

6. New Business: {Continued}

d) Discussion/Action on MOPD General Order 6.02 Vehicle Pursuits

During the review of the SOP 2020-1, use of Stop Sticks, there was reference to the General Order 6.02 Vehicle Pursuits. At the request of the City Council, G.O. 6.02 was set to be reviewed by the PSC.

Item with discussed with input from the PSC members, information from Alder Doug Wood, Jon Farris (founder of Pursuit for Change) and Mary Delaney (Legal Action Wisconsin).

Several edits and clarifications were made to G.O. 6.02.

After discussion there was still the issue to be resolved on when an officer loses sight of an offender. Chief Ostrenga will research other policies for language and send it out the committee for review. Based on the committee finding the lost sight language acceptable, there was a motion by Rehberg, seconded by Reed, to approve the General Order and send it back to the City Council. Motion passed unanimously.

5. Unfinished Business

a) Discussion/Action on City of Monona Resolution 20-6-2419 Commitment Of Action In Response To 6-2-20 Police Call

Chief Ostrenga updated the committee on the status of the contract with the Rising Group and their independent investigation of the June 2, 2020 Police Call on Arrowhead Drive. They are conducting interviews during the last week of August and the first week of September. On August 3rd, the City Council voted to negotiate a contract with the Nehemiah Center for Community Facilitation.

b) Discussion/Action on Review of “8 can’t wait” Comparison with Monona Police Policy.

Chief Ostrenga reviewed with the PSC that all of the “8 can’t wait” items have been incorporated into the updated Code of Conduct, listed as item 5. e), and the new Use of Force General Orders listed in items 5. f), g) and h). There is rumor that the State Legislature will take up some of these items in a police reform discussion, but there is no guarantee that will happen. (Note: on 8/31/20 the legislature did not address the police reform items). The Chief felt that to keep our policies as up to date as possible, we can’t wait for future changes and they should be approved now. These are living documents that will continue to evolve, change and be updated in the future.

c) Discussion/Action on 2019 and 2020 MOPD Use of Force Data with Race/Age.

Item not discussed.

d) Discussion/Action on Dane County Criminal Justice Council Report

Item not discussed.

e) Discussion/Action on MOPD General Order 1.04 Code of Conduct

Motion by Rehberg, seconded by Fontaine, to approve G.O. 1.04 and move it to the City Council. Motion passed unanimously.

f) Discussion/Action on MOPD General Order 5.01 Use of Force

Motion by Fontaine, with the condition that the Use of Force policies continue to come back to the PSC for future revisions, seconded by Reed, to approve G.O. 5.01 and move it to the City Council. Motion passed unanimously.

g) Discussion/Action on MOPD General Order 5.02 Use of Less Lethal Weapons

Motion by Rehberg, seconded by Henderson, to approve G.O. 5.02 and move it to the City Council. Motion passed unanimously.

h) Discussion/Action on MOPD General Order 5.03 Deadly Force

Motion by Rehberg, seconded by Reed, to approve G.O. 5.03 and move it to the City Council. Motion passed unanimously.

7. Review Monthly Financial Reports: Law Enforcement, Fire Protection, Emergency Communications and Ambulance.

Item not discussed.

8. Discussion of future agenda items.

- Additional Policies / General Orders
- Continue to monitor Use of Force General Orders

9. Reports:

Police: As earlier reported, the Riseling group will be conducting interviews starting tomorrow and next week. With the civil unrest we have been sending officers to assist the City of Madison, one last night and 3 or 4 tonight. With all that has been going on we have to cancel an in-house in-service scheduled for later this week and next week. I'm hoping to hear from the District Attorney on the review of the case where a body was found on June 29th. We currently have 2 officers on administrative leave, 1 on sick leave, 1 on family leave and with vacations we are running rather thin. I thank you for passing the General Orders tonight, as it keeps us on track to moving forward.

Building Inspection: No report.

Police and Fire Commission: Member Fontaine reported they have completed the Fire Chief hiring process and have approved a suitable candidate for the Fire Chief position. They will be meeting in the future to discuss the process for the Police Chief position.

10. Next meeting date: September 23, 2020

11. Adjournment: Motion was made by Fontaine, seconded by Henderson, to adjourn. Motion approved unanimously at 8:44 pm.

EMS Billing and Collections Comparison Rubric

Monona Fire and EMS Department

November 16, 2020

There were a total of three (3) proposals submitted to the City of Monona by the date and time specified in the RFP. The three proposals are graded on the next three pages in no particular order. Each proposal was graded using the same rubric, and point system provided in the RFP. The final page in this review will provide the recommendation of the Chief based on the rubric used and value added to the department.

The three submittals were:

- National Billing and Collections – Sedalia, MO
- Andres Medical Billing, Ltd. – Arlington Heights, IL
- LifeQuest Services – Wautoma, WI

The rubric used to grade each proposal is based on the point system included in the RFP:

- Ability to Provide Services 25 points maximum
- Experience/Expertise 25 points maximum
- References 15 points maximum
- Compliance 15 points maximum
- Proposal Responsiveness 10 points maximum
- Value 10 points maximum

A copy of each proposal is included with this review for detailed examination if desired.

National Billing and Collections – Sedalia, MO

	5 (very poor)	10 (poor)	15 (neutral)	20 (good)	25 (very good)
Ability to provide services ¹			15		
Experience / expertise ²				20	
	5 (poor)	10 (good)		15 (best)	
References ³	5				
Compliance ⁴	5				
	5 (poor)		10 (good)		
Proposal responsiveness ⁵		5			
Value ⁶		5			

Total score of review **55 / 100**

Reasoning or notes from rubric:

1. Unknown ability to provide services, proposal was very simple, with little detail on specific services and scope of practice provided.
2. Experience in EMS billing industry exceeds 20 years
3. All references were from local agencies in Missouri, no area agencies to reach out to and speak with.
4. Several specific points of the RFP were not addressed within the proposal.
5. This appeared to be very form driven and not a specific proposal for Monona Fire and EMS. Reference to a different provider found in proposal (Pettis Ambulance District)
6. Value as related to cost to provide service:
 - a. 5% of collected money
 - b. No information on collections
 - c. No information on cost of required software

Andres Medical Billing, Ltd (AMB) – Arlington Heights, IL

	5 (very poor)	10 (poor)	15 (neutral)	20 (good)	25 (very good)
Ability to provide services ¹				20	
Experience / expertise ²					25
	5 (poor)		10 (good)		15 (best)
References ³			10		
Compliance ⁴			10		
		5 (poor)		10 (good)	
Proposal responsiveness ⁵				10	
Value ⁶		5			

Total score of review **80 / 100**

Reasoning or notes from rubric:

1. Very thorough proposal, detailing exact services provided and training.
2. Experience in EMS billing industry exceeds 25 years.
3. Local references provided, all larger services.
4. Proposal detailed, lack of information on collection services.
5. Well put together proposal, detailed and specific.
6. Value as related to cost to provide service:
 - a. 3.95% of collected revenue (software **NOT** included)
 - b. 3.95% of collected revenue + \$1,005 monthly for software
 - c. 7.42% of collected revenue inclusive of software
 - d. No information on cost of collections

LifeQuest Services – Wautoma, WI

	5 (very poor)	10 (poor)	15 (neutral)	20 (good)	25 (very good)
Ability to provide services ¹				20	
Experience / expertise ²					25
	5 (poor)		10 (good)		15 (best)
References ³					15
Compliance ⁴					15
		5 (poor)		10 (good)	
Proposal responsiveness ⁵					10
Value ⁶					10

Total score of review **95 / 100**

Reasoning or notes from rubric:

1. Very thorough proposal, detailing exact services provided and training.
2. Experience in EMS billing industry exceeds 25 years.
3. Local references provided, including similar size fire and EMS agencies (OAFED, DWFD, etc.)
4. Proposal detailed, specific information provided on all aspects of RFP.
5. Well put together proposal, detailed and specific.
6. Value as related to cost to provide service:
 - a. 5.75% of collected revenue inclusive of software
 - i. Noted in-house ImageTrend specialist on staff
 - b. 16% of collected revenue at collections level

Recommendation

It is my recommendation that we enter into a contract with:

LifeQuest Services

For a term of three (3) years, effective **January 1, 2021**, to provide EMS billing and collection services to the City of Monona Fire and EMS Department.

LifeQuest Services provided the highest value proposal from the submittals, and will be an experienced and knowledgeable partner in leveraging our EMS revenues to exceed current expectations and budgets.

Current contract

- 7% of collected revenue / 22% of collected revenue in collections
 - Additional monthly charges for CAD connection and software

Proposed contract

- 5.75% of collected revenue / 16% of collected revenue in collections
 - No additional monthly charges for CAD connection and software

To do this, we will also need to send a letter to EMS Billing Services (our current contractor) no later than December 1, 2020 of our intent to end our contractual obligations with them.

For any further questions, please let me know.

Chief Jerry McMullen
Monona Fire and EMS Department

Comparison of EMS revenues with nearby agencies in 2020

I reached out to several neighboring fire and EMS agencies to collate their annual revenue against ours, based on month and number calls. This data is from January 2020 through October of 2020. Unfortunately, I do not have revenue numbers from our current billing company for October, so I averaged our monthly revenues for the first 9 months and used that as an estimate for October.

Monona Fire and EMS (paramedic) revenue and calls for service:

January – \$35,464.12
February – \$29,785.38
March – \$26,202.24
April – \$36,313.95
May – \$35,912.84
June – \$32,619.11
July – \$32,075.96
August – \$27,890.96
September – \$16,245.68
October – \$30,278.92 (estimate)

Total of \$302,789.16 – 1,029 calls – **\$294.26 per call average reimbursement**

Comparison fire/EMS (AEMT) revenue and calls for service:

January – \$37,415.94
February – \$25,524.12
March – \$40,007.69
April – \$31,260.44
May – \$18,405.11
June – \$23,027.93
July – \$36,049.96
August – \$42,412.69
September – \$29,919.54
October – \$41,656.76

Total of \$324,039.18 – 762 calls – **\$425.25 per call average reimbursement**

Comparison EMS (paramedic) revenue and calls for service:

January – \$59,576.49
February – \$32,226.95
March – \$38,048.92
April – \$37,289.94
May – \$37,218.29
June – \$42,106.55
July – \$33,333.84
August – \$46,170.99
September – \$44,694.76
October – \$43,025.66

Total of \$413,692.39 – 844 calls – **\$490.15 per call average reimbursement**

A visual indicator of MOFD compared to our neighbors is on the next page



Revenues by month comparison

