



FINANCE COMMITTEE MEETING AGENDA
Tuesday, September 6, 2022 at 5:00 p.m.
Caledonia Village Hall - 5043 Chester Lane

1. Call to Order
2. Approval of Minutes
3. Kent Wentorf Citizen Claim
4. Amended 2023 Budget Schedule
5. Hover Mat
6. Village Logo Apparel
7. Copier Leasing Agreement
8. Report to Finance Committee regarding the Settlement and Transfer of Fund Balances to Racine County related to the Health Department and the Joint Park
9. Resolution 2022-92 – Resolution Authorizing The Village Of Caledonia To Enter Into A Managed Services Contract With Ontech Systems For Information Technology Services
10. Adjournment

Dated September 2, 2022

Joslyn Hoeffert
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a “meeting” within the meaning of Wisconsin’s open meeting law. Nevertheless, only the committee’s agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

1. Call to Order

Trustee Wishau called the meeting to order at 5:00 p.m.

Committee Members: President Dobbs, Trustee Weatherston, and Trustee Wishau. Trustee Martin, Trustee McManus and Trustee Stillman were also present.

Absent: None.

Department Managers: Finance Director Wayne Krueger, Fire Chief Jeff Henningfeld, HR Manager Michelle Tucker, and Administrator Kathy Kasper.

2. Approval of Minutes

Motion by President Dobbs to approve the minutes' dated June 6, 2022. Seconded by Trustee Wishau. Motion carried unanimously.

3. Benefit Broker

A Request for Proposals (RFP) was completed and there were seven responses. A Benefit Broker has been identified who was present at the Finance Committee. Ken Zastro, a broker with National Insurance Services (NIS), a Public Sector Benefits Broker was present and explained the history of his position and the company. They represent almost 400 municipalities in the State over various sectors. It is a two-year agreement with an option to extend, this proposal financially was less than projected and the Village would realize cost-savings. The Committee questioned how the company operates and what the Village can expect for service.

Motion by Trustee Weatherston to approve Benefit Brokers of NIS for insurance services and forward to the Village Board. Seconded by President Dobbs. Motion carried unanimously.

4. Resolution 2022-68 - Resolution Authorizing The Village Of Caledonia To Modify The Budget For Additional Costs Associated With The Refurbishment Of The Pierce 2007 Dash Aerial Fire Truck

The truck was identified of needing major repairs last year and was approved for refurbishment this year. Pierce identified the repairs necessary, and most of the parts would need to be received from Pierce. It was decided that if Pierce must order the parts themselves, that they should also perform the work. The Fire Department recommends that we follow through with the necessary repairs for \$61,000. The Committee questioned how the budget would be modified to account for this.

Motion by Trustee Weatherston to approve Resolution 2022-68 - Resolution Authorizing The Village Of Caledonia To Modify The Budget For Additional Costs Associated With The Refurbishment Of The Pierce 2007 Dash Aerial Fire Truck and to give staff an additional \$5,000 if needed that would come from fund balance and forward to the Village Board. Seconded by President Dobbs. Motion carried unanimously.

5. The Finance Committee will take up a motion to go into CLOSED SESSION, pursuant to s. 19.85(1)(e), Wis. Stat., deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: specifically to discuss Financial Services.

Motion Trustee Weatherston by to go into CLOSED Session. Seconded by President Dobbs.
Motion carried unanimously.

6. The Finance Committee reserves the right to go back into OPEN SESSION, and possibly take action on the items discussed during the closed session.

Motion Trustee Weatherston by to go into OPEN Session. Seconded by President Dobbs. Motion carried unanimously.

7. Adjournment

Motion by Trustee Weatherston to adjourn. Seconded by President Dobbs. Motion carried unanimously.

Meeting adjourned at 5:29 p.m.

Respectfully submitted,
Joslyn Hoeffert, Village Clerk



Citizen Claim and Damage Form

NOTICE OF CLAIM

Name: KURT WENTORF
 Address: 3831 FIVE MILE RD
RACINE WI 53402
 Phone: 262-498-0908

Incident/Accident Information
 Date: 8-9-22
 Time: AM
 Place: 3831 FIVE MILE RD
53402

CIRCUMSTANCES OF CLAIM

In the space below briefly describe the circumstances of your claim. (Attach additional sheets, if necessary.) For auto damages, attach a copy of police report, if any, and attach a diagram of the accident scene indicating north, south, east or west corners if the accident occurred at an intersection. For bodily injury, indicate nature of injury and whether or not medical attention was given and give the name of the physician. Also identify any witnesses to the incident/accident.

luckily while I was home I heard a pressure
~~like explosion. The dog and I were startled~~
~~and went out back to look for the cause!~~
ON ATTACHED SHEET!
I then went to the basement and found the

Signed: Kurt Wentorf

Date: 8-9-22

CLAIM

(NOTE: You are not required to make a claim at this time. As long as you have filed the above Notice of Claim you may file a claim with the Village at any time consistent with the applicable statute of limitations. However, in order for the Village to formally accept or deny your claim at this time, the following claim must be completed and signed.)

The undersigned hereby makes a claim against the Village of arising out of the circumstances described above in the amount of \$ 185.27.

To process this claim it is necessary to detail all damages being sought.

Signed: Kurt Wentorf
 Address: 3831 FIVE MILE RD
RACINE WI 53402

Date: 8-9-22

Dear Sirs,

08-09-2022

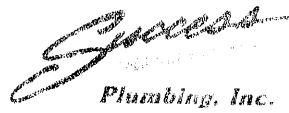
Luckily while I was home, I heard a pressure type explosion that startled me and the dog. I went outside to find the source and after I circled the house looking at the roof and foundation I went to the basement and found the problem. The Water heater pressure relief valve was blown completely off! Water was spraying horizontally across the entire laundry room. I quickly shut off the water and gas supply and started the clean up process. I did not look at the clock but it was mid to late morning if I recall correctly. Our laundry room does have a floor drain but the room was filled with off season clothing and supplies. The stream of water looked like an industrial sprinkler head leaving no area untouched. The clean up started immediately and lasted a couple of days. My wife hung out and ran the washer/ drier as I carried the wet rugs etc. up the carpeted stairs and manned the Shop Vac. I called Success Plumbing and left a message with the answering service. Then I drove over to Success to try and contact them directly, I noticed the Fire Dept was training or hose testing as I drove by.

I remembered that I noticed that CFD station 2 was hose testing or pump testing as I was coming home that morning because I had to turn my windshield wipers on momentarily. As I drove to my 95-year-old mothers' home after I had my situation stabilized, I saw G&F Excavating repairing the watermain break in the block west of my home. I stopped and talked to Bob Lui and explained to him what happened to me. I also stopped by the fire station and told them what had happened, and drove up to Station 1 and showed Chief Henningfield my relief valve. Noel Kickland 4015 5 Mile Rd my neighbor had his relief valve open also, his had closed after the shock and only left water on his basement floor. My neighbor Jim Minnie 3820 5 Mile Rd also had water supply problems and had to have Caledonia Water Dept. check/replace his meter. He had to call an independent plumber to resolve his problem.

As a 30-year career firefighter working for both Racine and Caledonia Fire Departments I understand about hydraulics and water hammer. With the problems that 3 out of the 3 neighbors that I spoke with and a less than 25-year-old water main rupture, I can only surmise that the Fire Department or Water Department had caused this problem. I am only asking for reimbursement of my \$185.27 plumbing bill. A copy of the bill is enclosed, and we did not call Service Master to add to your expenses.

Thank You,

Kurt "Curly" Wentorf



JOB WORK ORDER

No 34541

MP 223932
 5735 Douglas Ave. Racine, WI 53402
 Tel. (262) 681-0466 Fax (262) 681-0445

DATE OF ORDER
 8-9-22

ONE FROM AN ORDER TO	PHONE	DATE OF ORDER	ORDER NUMBER
	262 498 0908	8-9-22	1 / 1
DEL TO	Curt Wintonf		ORDER TAKEN BY
ADDRESS	3831 Five Mile Rd		<input type="checkbox"/> DAY WORK
CITY	Racine, WI 53402		<input type="checkbox"/> CONTRACT
JOB NAME AND LOCATION			<input type="checkbox"/> EXTRA
			JOB PHONE

DESCRIPTION OF WORK

Replace 3/4 Relief Valve on
 Water Heater

TOTAL MATERIALS	21	4
TOTAL LABOR	155	0
TAX	7	8
TOTAL AMOUNT	\$ 185	2

A service charge of 1 1/2% per month (18% annual rate) will be added for all amounts 30 or more days past due.

DATE COMPLETED: / / WORK ORDERED BY:

Signature _____

No one home Total amount due for above work, or Total billing to be mailed at completion of work

I hereby acknowledge the satisfactory completion of the above described work.

2023 Budget Revised Schedule

September 6, 2022

- September 19.....Initial Budget presentation to Village Board
- September 27,28, 29.....Individual Budget meetings with Board members
- October 4,5,6.....Department Budget Presentations
- October 17.....Budget review
- October 21-24.....Submission of public hearing notice for publication
- October 28.....Public Hearing Notice 1st publication – 15 days prior to Public Hearing
- November 14.....Public Hearing
- November 16-30Submission of tax data to County, generation, and printing of tax bills
- December 6-10.....Projected mail dates for tax bills
- December 15Levy Limit filing due to state

Caledonia Finance Committee

The Fire Department is requesting an exemption from village policy and Village *Ordinance 2-4-25 Expenditures* in purchasing (1) HoverTech Safe Bariatric Handling System. The combined cost of the system, including (1) HoverJack, (1) HoverMat, (10) disposable HoverMats, (1) air supply pump and associated soft carrying cases, totals \$9,789. The quoted price is from Horizon Medical, the exclusive distributor of HoverTech products in the United States.

This policy grants exception to the necessity of three competitive bids under subsection (3)(c)(ii) and allows for sole source/or specific brand exemption. In this instance, The HoverTech system is the only manufacturer of a patient lifting device of this nature. Furthermore, Caledonia Fire personnel are intimately familiar with its operation as they have participated with its use with members of the South Shore Fire Department on joint responses. Prior to purchase of the HoverTech System, multiple members of the SSFD and CFD have sustained injuries while moving a grossly obese patient in Mt. Pleasant that frequently requires transport to the hospital.

The funds to purchase this system were secured through an American Rescue Plan Act (ARPA) allotment specifically "earmarked" for EMS supplies and equipment and requires no village funds.

The fire department believes that this vital piece of equipment may reduce the incidence of back injuries while providing better patient care. I have attached literature from both the manufacturer and supplier.

I am seeking authorization to proceed with the above purchase.

Chief Jeff Henningfeld



July 28, 2022

To Whom It May Concern,

This letter certifies that HoverTech International is the sole manufacturer of the HoverJack[®] Air Patient Lift. We are the direct manufacturer of the HoverMatt[®] Air Transfer System and HoverTech Air Supply unit. This includes, but is not limited to, our Single Patient Use HoverMatts, reusable HoverMatts, HoverJacks, Air Supplies and Carts.

HoverJack[®] and HoverMatt[®] are registered trademarks of HoverTech International.

DEBORAH STERLING

DEBORAH STERLING
Customer Service & Sales Administration Manager

4482 Innovation Way
Allentown, PA 18109

800.471.2776
Fax 610.694.9601

www.HoverMatt.com
Info@HoverMatt.com

Chief Schuls,

As HoverTech International's exclusive distribution partner to the EMS/Fire Rescue market in the US for the last seven years, we have witnessed HTI's air-assisted devices continue to prove themselves as a dynamic solution to many of the challenges and risks associated with bariatric patient handling. Below you will find an overview of the system's two main components, the HoverMatt® and Evacuation EMS HoverJack®, as well as case studies and industry data highlighting the value of HoverTech's safety-focused feature set.

HoverMatt® Air Transfer Mattress

TECHNOLOGY SUMMARY

The HoverMatt® Air Transfer System allows EMTs to laterally transfer patients, by floating them on a cushion of air without lifting or straining. When inflated, the force needed to move a patient is reduced by 80-90%. This reduction in force preserves worker health and career longevity, ultimately reducing injuries and workers compensation costs.

FEATURES & BENEFITS

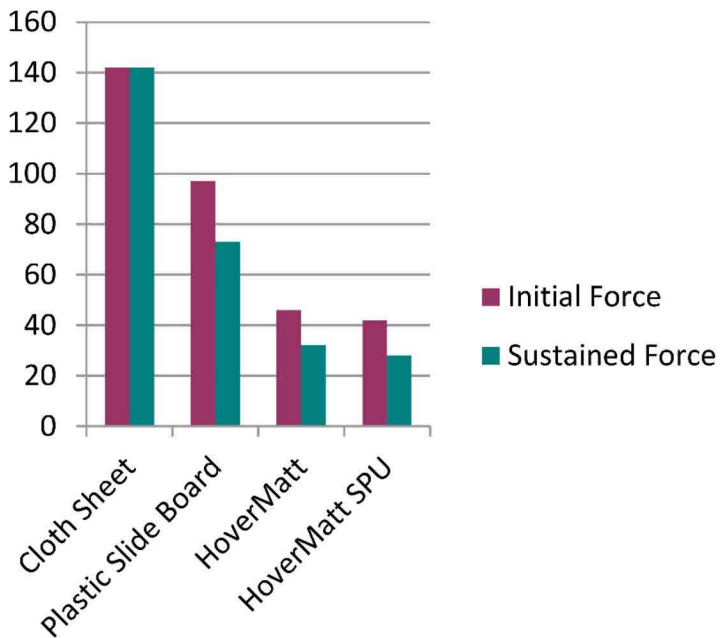
- Lowers caregiver injuries – reduces force required to move patients by 80-90%
- Fluid and stain resistant / Machine-Launderable
- Weight limit of 1200lbs – accommodates most patients
- Provides a tool for air assisted extraction from tight quarters reducing lift/push/pull techniques
- Floats patient on a cushion of air to facilitate patient transfers from any solid surface, regardless (Dialysis chairs, vehicle extractions, bed, stretcher, floor, etc.)
- Air transfer technology allows first responders to laterally transfer bariatric patients quickly and safely, while reducing skin shear, bruising.

Evacuation HoverJack®

TECHNOLOGY SUMMARY

The Evacuation EMS HoverJack® Device is an all-in-one transport, lift, and stair evacuation solution that minimizes many of the risks and challenges EMS crews face while facilitating the extraction of a bariatric patients from a residence or health care facility. Designed to work in conjunction with the HoverMatt®, The HoverJack® has four independently inflatable chambers allowing the patient to be lifted from the floor in a supine position, or in a 'lift-assist' capacity by bringing the patient from seated to standing, all with the power of air; maintaining patient dignity and minimizing risk of injury to the crew by creating a no-lift environment.

- Air chambers inflate to lift the patient from the floor in a supine or seated position, creating a no-lift environment for the crew
- Weight capacity of 700lbs for stairwell evacuations or 1200lbs for vertical lifts accommodates most patients
- Cross-over chest straps, dual lateral body straps and foot-end pouch provide patient security during evacuation
- Tapered head-end, adjustable inflation chambers, and steering straps improve maneuverability around corners and down most stairwells
- Quick-release valves expedite deflation to lower patient when needed
- Support skirt with replaceable Teflon coated bottom allows device to be used across rough terrain
- Increase completed calls per shift due to faster transport times
- Inflatable head-end wedge – Facilitates adjustable positioning to improve patient's breathing and comfort



Sources: Journal of Healthcare Safety, Compliance & Infection Control, Vol. 4, #1, 2000, HoverTech International

'Preventing Injuries in EMS'

**An EMS World Continuing Education Article*

Paramedics Tonya and Zech have been waiting for an ED bed for nearly 45 minutes. Their patient, who fell at home and has a suspected hip fracture/dislocation, lies supine on their stretcher in significant discomfort. Finally they receive their bed and quickly move toward the vacant room. They are in a rush to turn over care—their shift ends in 15 minutes, and they've been out late for the past three nights. When Tonya suggests they wait for help lifting their 280-lb. patient, Zech laughs and says he can get the patient over if Tonya just pulls. Each partner grabs a side of the blankets, and Tonya pulls while Zech pushes the patient toward the ED bed. Three quarters of the way across, Zech grimaces in discomfort, and as he raises the bed rail, Tonya asks if he's OK. Zech simply replies, "My back didn't like that move."

A Staggering Problem

Back injuries account for more than 20% of all workplace injuries in the United States and are a particular problem in EMS, where at any given time nearly 10% of the workforce is out of work from injury.¹ As a result, nearly 25% of all EMS workers experience career-ending back injuries within the first four years of their career.² To put this in perspective, from 2000–2010, FDNY EMS alone experienced 500 annual back injuries,³ and if a quarter of those resulted in careers ending, that's 125 open positions each year from injury alone. The Centers for Disease Control and Prevention monitors EMS workers' injuries, and in the most recent data set available, more

than 27,000 EMS workers experienced on-the-job injuries and illnesses, and more than 21% of those injuries were to the lower back.⁴

The financial burden is not insignificant. Each year back injuries cost the economy nearly \$50 billion in direct medical bills and lost revenue, and \$20 billion of this cost is in injuries related to the healthcare profession. This exceeds the cost of back injuries in construction, mining and manufacturing.⁵ Each individual back sprain carries an anticipated direct cost of just over \$18,000 in physician and medical bills, lost income and employer costs.

Back injuries not only affect employees but can have profound consequences on employers as well. An injury leaves the employee unable to perform routine duties. Staff may be restricted to light-duty work or left to recover at home. This time away is not vacation; back injuries interfere in nearly every aspect of daily living. On the employer side, there are workers' compensation payments and open positions that must be backfilled with other staff, possibly in the form of forced overtime. Overtime shifts are not only expensive, they also drive up provider fatigue, increasing healthy staff members' risk of injury. *Table 1* summarizes the consequences of a single back injury for both the injured party and their agency.

More than half (62%) of all prehospital provider back injuries result from lifting patients.⁶ Our injuries are a consequence of three major factors: significant lifting forces (patient weight), repetitive movements and awkward positions. Prehospital back injury statistics have not changed significantly in the past decade despite the introduction of many safe-lifting devices (e.g., automatic-lift stretchers, slide boards, slide sheets, bariatric equipment). Our industrial partners have not failed to provide us adequate equipment; the opposite is true: EMS systems have been offered incredible and very effective tools to do their job. The truth is that back injury reduction requires more than a single strategy. A 2008 *BMJ* article supports this idea, finding there is little to no evidence that the introduction of training, lifting equipment and advice can prevent back pain or disability.⁷ The review's author did not suggest that back injuries are unpreventable, but she concluded that single applications of training and the introduction of single devices for lifting fall short. A back injury-prevention program must be comprehensive and address prevention, training and monitoring.

How does this apply to EMS? Consider all the lifts that can occur on a routine patient transport—for instance, following a standing fall with a hip injury as presented in the introduction. On the typical transport, the minimum number of lifts that can be anticipated is five: 1) lifting the patient from the floor to the stretcher; 2) bringing the stretcher to waist height; 3) loading the stretcher into the ambulance; 4) unloading the stretcher from the ambulance; and 5) transferring the patient from the stretcher to the hospital bed. Each of these lifts puts unique forces on the provider's body and presents opportunities for injury. A single device or training cannot effectively manage the physics of each of these lifts. Fortunately, even though each lift is unique, the basics mechanics of safe lifting can be applied.

Reducing Risk

Published evidence is not always necessary to know that something is beneficial. Gordon Smith and Jill Pell demonstrated this in 2003 when they published their parachute research in the *British Medical Journal*. In a somewhat satirical article, they sought empirical clinical evidence that parachutes prevented traumatic injury from gravitational forces. Despite

searching all available published clinical research, they could not find one study demonstrating that using a parachute when jumping from any height will help prevent injury.⁹ Common sense, however, tells us that if we jump from an airplane without a parachute, we will suffer serious injury or death. This same principle can be applied to many of the lifting devices available to prehospital providers. Many lifting tools are effective, yet lack the studies to prove they are beneficial. While the authors of this column favor evidence-based medicine, we feel it is important to remember that any lifting support and aid is better than none.

The study of fitting workplace conditions and job requirements to the abilities of the working population is the science of ergonomics. Developing a good ergonomics program improves worker satisfaction, safety and productivity.¹⁰ Proper ergonomics takes into consideration the worker's capabilities, the job at hand and the work environment. In EMS, developing a strong ergonomics system modifies the job to fit the provider's capabilities and requires improving the strength and health of providers as well as the proper introduction of and education on lifting equipment appropriate for the system's scope of care. EMS ergonomics requires implementation of proper training and fitness programs to teach safe lifting as well as the addition of and training in the use of safe-lifting devices.

Summary

Work-related back injuries remain an all-too-common occurrence in emergency services and all of healthcare. Reducing back injuries requires a holistic approach and investment by all interested parties, from front-line staff to leadership and supporting agencies. As a provider, take the time to ensure you are lifting and moving equipment and patients in a manner that protects both the patient and you. It only takes one jerking movement to cause an acute back injury.

Source

<https://www.hmpgloballearningnetwork.com/site/emsworld/200146/ce-article-preventing-back-injuries-ems>

References

1. Studnek JR, Ferketich A, Crawford JM. On the job illness and injury resulting in lost work time among a national cohort of emergency medical services professionals. *Am J Ind Med*, 2007 Dec; 50(12): 921-31.

Case Studies



4482 Innovation Way, Allentown, PA 18109
800.471.2776 www.HoverMatt.com



CASE STUDY 1

MEDIUM-SIZED RURAL EMS AGENCY, NORTHEAST

Implementation of EMS Evacuation HoverJack® Device & HoverMatt® Air Transfer System Leads to Reduced Injuries and Associated Costs

Situation

High crew injury rates incurred with bariatric patient handling

HoverTech surveyed a medium-sized EMS agency serving a suburban to rural service area in New Jersey. This agency responds to approximately 18,000 requests for service annually with a staff of 175 prehospital professionals.

The agency was experiencing frequent crew member injuries, typically lower back sprains and strains as a result of lifting and moving bariatric patients. A number of these injuries resulted from “lift assists.” These are situations when an individual has fallen and is requesting assistance to get up from the floor. Generally, the patient is at home, is not injured, and does not require transportation to an area emergency department.

These staff member injuries resulted in additional costs to the company, including lost time for employees, replacement staff and medical expenses.

Implementation

Addition of bariatric ambulance outfitted with a HoverMatt & HoverJack reduces staff lifting injuries

After analyzing a year’s worth of injury data, the agency acknowledged that the overwhelming majority of injuries were the result of lifting and moving patients whose weight exceeded 330 lbs. Recognizing that the number of patients in this group was increasing each year, they converted a reserve ambulance into a dedicated bariatric ambulance. The ambulance was equipped with a bariatric stretcher (capacity of 1100 pounds) and an electric winch and ramp system to load the stretcher into the ambulance without manual lifting. Additionally, the ambulance carries a HoverMatt® Air Transfer System for lateral patient transfers and an EMS Evacuation HoverJack® Device for patient lifts and stairway transports.

The bariatric ambulance is dispatched anytime they are knowingly going to a patient exceeding 330 lbs., along with the closest non-bariatric ambulance. This assures

that they will have 4 personnel on-scene to safely move the patient. The computer-aided dispatch system “flags” the address of known bariatric patients, so there is no delay in dispatching this resource. If a non-bariatric ambulance arrives at a location and notes that the bariatric ambulance is needed, the on-scene crew then requests a response and the address is “flagged” for an automatic bariatric dispatch in the future.

In addition to lifting the patient from the floor, the EMS Evacuation HoverJack is also utilized to move bariatric patients down stairwells from upper floors to the ground floor in order to transfer them to the bariatric stretcher. The HoverMatt is employed each time a bariatric patient is transferred off of the bariatric stretcher and onto the hospital stretcher.



CASE STUDY 1

MEDIUM-SIZED RURAL EMS AGENCY NORTH EAST

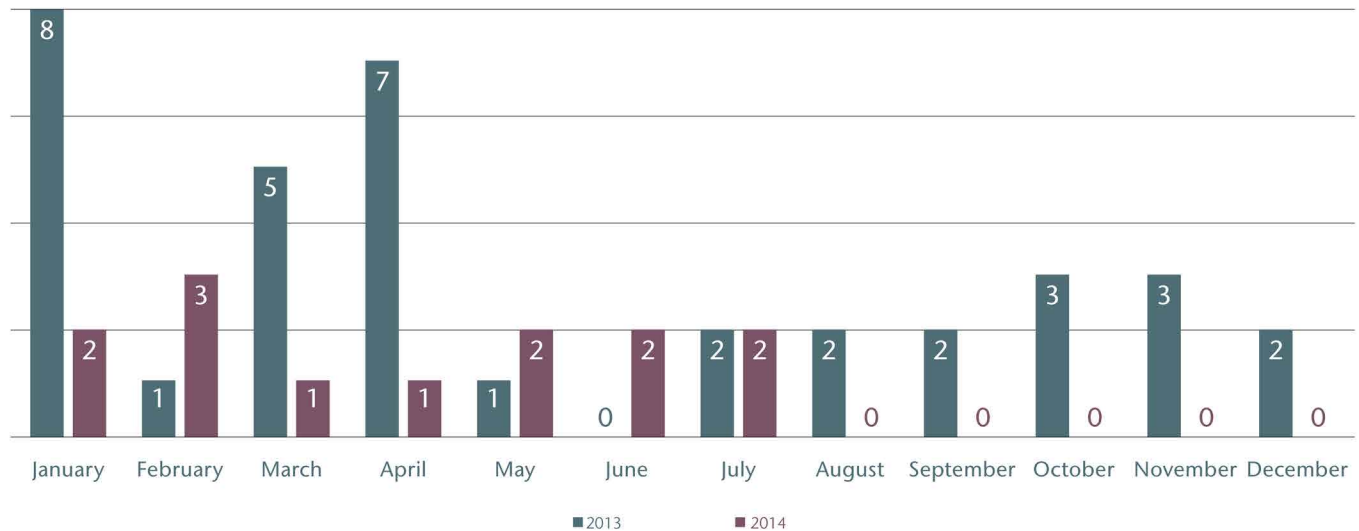
Conclusion

The use of bariatric patient handling equipment, including the HoverMatt & EMS Evacuation HoverJack, reduces lifting injuries as well as direct and indirect costs

In the first year of operation, staff member injuries were reduced by 46%. Lost time for employees, replacement, replacement staff and medical expenses were also reduced as a result.

To ensure the continued success, all current employees and new employees are required to complete online and “hands on” training sessions to orient them to the operation of the ambulance and its special equipment.

INCIDENT SUMMARY BY MONTH AS OF APRIL 2014



2013: 24 incidents through end of July

2014: 13 incidents through end of July

CASE STUDY 2

HOVERMATT® AIR TRANSFER SYSTEM/ HOVERJACK® EMS EVACUATION CASE STUDY

Physicians Transport Service

360 Herndon Pkwy, Herndon, VA 20170

Comparison of Two Similar Transports with and without HoverTech Products

Situation

Ambulance Service Implements HoverTech International Products to Facilitate Bariatric Transports

Physicians Transport Service is Northern Virginia's largest private ambulance service, operating out of 5 primary stations strategically placed throughout Northern Virginia. This study is a comparison of two bariatric patient transports: one (Patient 1) before HoverTech Products were available, and one (Patient 2) after HoverTech Products were integrated into their ambulance system.

Patient 1 – Dispatch

39 year old Male

Unable to walk or go to bathroom

No acute distress

On second floor of townhome

Call taker advises that wife states patient is "larger than most men."

Initial Resources (Personnel):

Engine (4)

Medic (2)

From Alarm to Clear: 8 hrs. 1 min.

Patient Assessment: Awake, oriented male without dyspnea, work of breathing or complaint of pain. Speaking in multiple word sentences without gasping, pursing lips or audible noise. Answers questions appropriately. Color pale, skin moist and very warm (102° temporal). Radial pulse 104, regular. Respirations shallow, 32. Breath sounds unable to be assessed below apes due to mass. BP184/120. Lower legs leathery, red, with open sores. O₂ provided at 4 Lpm with ETCO₂ device (initial 72 ETCO₂). Patient states he does not know his weight. Last left room 10+ years ago; last job ended 2 weeks ago – programmer for video games. BGL "high" on glucometer. Patient states he needs to go to the doctor

CASE STUDY 2

due to his inability to walk and get to the bathroom. Patient could not be moved with existing resources.

Additional Resources (Personnel):

Heavy Rescue Squad (4)

Ladder Company (4)

EMS Supervisor (1)

Battalion Chief (1)

Safety Officer (1)

Additional Engine (4) **Total on Scene = 21**

Additional Medic unit (2) called in later for 2 FF who were injured during the event.

Admission Information: Height: 5'8", Chest 80", Girth at waist 78", Weight 636 lbs.

Patient expired 4 weeks after admission.

Patient 2- Dispatch

52 year old Male

Unable to walk

Trouble breathing

No acute distress

On fourth floor of condominium building, no elevator

Initial Resources (Personnel):

Engine (3)

Medic (2)

Heavy Squad (4) with

Bariatric Transport Unit (F-450 pickup with cap)(1)

EMS Supervisor (1)

Battalion Chief (1)

From Alarm to Clear: 2 hrs. 36 min.

Patient Assessment: Awake, oriented male with dyspnea and increased work of breathing. No complaint of pain. Speaking in 1-2 word sentences with gasping, pursing of lips and audible noise. Color pale, skin moist and cool. Circumoral cyanosis. Radial pulse 144, irregular. Respirations shallow, 50. Breath sounds unable to be assessed below apex due to mass. BP 200/140. SpO₂ 83% room air. O₂ provided a 4 Lpm with ETCO₂ device (initial 72 ETCO₂). Patient states he thinks he is about 800 lbs. Last left room 6+ years ago. Runs trash hauling business from his home. CPAP began. 12 lead obtained. No STEMI but rapid a-fib noted. IV established BGL 543.

CASE STUDY 2

Medical control ordered calcium channel blocker to slow heart rate. Advised of situation and MC arranged for bariatric bed to be brought to ED from med/surg floor. CPAP results included SpO₂ at 95%, color much better, RR 36, HR 103, BP 182/98. After HR reduction a neb was provided in line with CPAP.

Rescue Company set up HoverJack EMS Evacuation and HoverMatt in room while breaching a 5' space from bedroom to main hall. Patient placed on HoverMatt with log roll technique and air pillow to maintain airway. HoverMatt used to move patient onto HoverJack. HoverJack then used to move patient to ground floor with 6 personnel and patient transferred to bariatric cot using HoverMatt. Patient lifted into Medic unit with 8 personnel and transferred to local hospital ED. Patient moved with HoverMatt to bariatric bed in ED.

Total Resources:

Units as above = 12 Total personnel. There were no injuries.

Admission information: Height 6'11", Chest 93", Girth at waist 100", Weight 834 lbs.

Patient transferred to rehab hospital 2 weeks later. Patient discharged to home after 3 months, walking on his own and weighing 500 lbs.

Conclusion

The implementation of HoverJack and HoverMatt positively impacted the transport calls in the following ways:

	Patient #1 without HJ/HM	Patient #2 with HJ/HM
Total Time from Alarm to Clear	8 hrs 1 min	2 hrs 36 min
Number of Personnel on Site	23	12
Number of Injuries to Response Team	2	0

The associated costs of the transport of Patient 1 compared to that of Patient 2 include costs of deploying 23 personnel (versus 12 for patient 2), as well as the expense of units and equipment. The length of the calls at 8 hours for Patient 1 and 2-1/2 hours for patient 2, as well as the direct and indirect costs from the injury of 2 Firefighters transporting Patient 1 must also be considered.

VILLAGE OF CALEDONIA, WISCONSIN
Schedule of Revenues, Expenditures, and Changes
in Fund Balance – Budget and Actual – Joint Health
Year Ended December 31, 2021

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original Budget	Final Budget		
REVENUES				
Taxes	\$ 193,354	\$ 193,354	\$ 193,354	\$ -
Intergovernmental	1,980,842	1,980,842	2,692,298	711,456
Licenses and permits	342,445	342,445	379,748	37,303
Public charges for services	1,515	1,515	480	(1,035)
Intergovernmental charges for services	714,399	714,399	649,008	(65,391)
Investment and interest income	13,000	13,000	344	(12,656)
Miscellaneous	36,130	36,130	7,812	(28,318)
Total revenues	3,281,685	3,281,685	3,923,044	641,359
EXPENDITURES				
Health and human services	3,281,685	3,281,685	3,872,348	(590,663)
Total expenditures	3,281,685	3,281,685	3,872,348	(590,663)
Net change in fund balance	\$ -	\$ -	50,696	\$ 50,696
Fund balance - beginning of year			964,530	
Fund balance - end of year			\$ 1,015,226	

See the accompanying notes to the required supplementary information.

**Village of Caledonia
Health Department Fund Balance Reconciliation
August 31, 2022**

Audited Fund Balance as of 12/31/2021

\$ 1,015,226.00

2022 Adjustments to Fund Balance:

Transaction			Transaction
Date	Vendor	Description	Amount
01/04/22	Ewald Hartford Ford	2022 Ford Escape; less trade-in	\$ (14,099.00)
01/06/22	US Bank Card-Smarsh	Dec-21 Cellphone Text Archiving Costs	(692.35)
01/14/22	Ewald Hartford Ford	2022 Ford Escape	(23,599.00)
01/24/22	US Bank Card-All in One Storage	Charge Reversal-Refund; Jan-22 Rental period	89.00
01/31/22	State of WI - DHS	2021 Env. Health Agent Fees due as of 12/31/21	13,894.50
05/09/22	Pitney Bowes	ACH payment for postage; auto-payment that went through and paid from the Caledonia bank account	(450.00)
06/08/22	State of WI DWD	Repayment of COVID unemployment from 2020	4,758.43
06/29/22	CVMIC	2021 Workers Compensation Audit-Health Dept	(10,722.90)
07/31/22	Clifton Larsen Allen	2021 Financial & Single Audit Fees	(8,800.00)
Total Reconciling Adjustments			\$ (39,621.32)
Adjusted Fund Balance - Payable to Racine County			\$ 975,604.68

VILLAGE OF CALEDONIA, WISCONSIN
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Governmental Funds
Year Ended December 31, 2021

	Special Revenue Funds						
	Refuse	Recycling	Memorial Park Cemetery	Parks and Recreation	Joint Parks	Municipal Court	Fire Safer Grant
REVENUES							
Taxes	-	-	6,000	117,625	102,631	-	125,934
Intergovernmental	-	67,683	-	-	-	-	380,835
Fines, forfeitures and penalties	-	-	-	-	-	114,549	-
Public charges for services	1,016,755	597,633	23,745	16,204	101,407	-	-
Intergovernmental charges for services	-	-	-	-	374	-	-
Investment and interest income	-	-	38	56	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total revenues	<u>1,016,755</u>	<u>665,316</u>	<u>29,783</u>	<u>133,885</u>	<u>204,412</u>	<u>114,549</u>	<u>506,769</u>
EXPENDITURES							
Current:							
General government	-	-	-	-	-	114,549	-
Public safety	-	-	-	-	-	-	503,967
Public works	996,295	670,726	-	-	-	-	-
Health and human services	-	-	4,650	-	-	-	-
Culture, recreation and education	-	-	-	100,018	120,459	-	-
Economic development and assistance	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Debt service:							
Principal	-	-	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-	-	-
Total expenditures	<u>996,295</u>	<u>670,726</u>	<u>4,650</u>	<u>100,018</u>	<u>120,459</u>	<u>114,549</u>	<u>503,967</u>
Excess (deficiency) of revenues over expenditures	20,460	(5,410)	25,133	33,867	83,953	-	2,802
OTHER FINANCING SOURCES							
Proceeds from the issuance of long-term debt	-	-	-	-	-	-	-
Payment to escrow agent	-	-	-	-	-	-	-
Proceeds from the sale of capital assets	-	-	-	-	-	-	-
Transfers in	-	-	-	7,500	-	-	-
Transfers out	-	-	-	(15,252)	(15,252)	-	-
Total other financing sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>(7,752)</u>	<u>(15,252)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	20,460	(5,410)	25,133	26,115	68,701	-	2,802
Fund balances (deficit) - beginning of year	78,088	102,577	86,618	60,491	118,836	-	57,856
Fund balances (deficit) - end of year	<u>\$ 98,548</u>	<u>\$ 97,167</u>	<u>\$ 111,751</u>	<u>\$ 86,606</u>	<u>\$ 187,537</u>	<u>\$ -</u>	<u>\$ 60,658</u>

Village of Caledonia
Caledonia/Mount Pleasant Joint Parks Fund Balance Reconciliation
August 31, 2022

Audited Fund Balance as of 12/31/2021

\$ 187,537.00

2022 Adjustments to Fund Balance:

Transaction Date	Vendor	Description	Transaction Amount
01/08/22	Village of Caledonia	Jan-22 Transitional staffing charges; R.Solberg	\$ (1,134.54)
01/13/22	Caledonia Water Utility	Q4-2021 Water & Sewer Bills	(3,463.02)
02/09/22	WE Energies	Facilities at Joint Park; 1/6/22 - 2/2/22	(900.99)
03/31/22	WE Energies	Garage at Joint Park; 2/4/22 - 3/3/22	(356.52)
04/08/22	WE Energies	Garage at Joint Park; 3/4/22 - 3/31/22	(257.22)
05/09/22	WE Energies	Garage at Joint Park: 4/5/22 - 5/2/22	(31.03)
06/08/22	WE Energies	Refund-3/4/22 - 3/31/22 Garage at Joint Park	257.22
06/28/22	WE Energies	Refund-4/5/22 - 5/2/22 Garage at Joint Park	31.03
07/31/22	Clifton Larsen Allen	2021 Financial Audit Fees	(600.00)

Total Reconciling Adjustments

(6,455.07)

Adjusted Fund Balance - Payable to Racine County

\$ 181,081.93

RESOLUTION NO. 2022-92

RESOLUTION AUTHORIZING THE VILLAGE OF CALEDONIA TO ENTER INTO A MANAGED SERVICES CONTRACT WITH ONTECH SYSTEMS FOR INFORMATION TECHNOLOGY SERVICES

WHEREAS, in April of 2022 the Village of Caledonia had contracted with Ontech Systems for IT services on a time and material basis at a rate of \$150/hour, while both parties gained a better understanding of the technology needs within the Village; and

WHEREAS, after the review of existing Information Technology systems within the Village of Caledonia both parties are confident that the proposed Managed Services contract will meet the current and ongoing technology needs within the Village; and

WHEREAS, Village staff recommends the Village contract with Ontech Systems for Information Technology services with a two year service term;

NOW, THEREFORE, BE IT RESOLVED by the Caledonia Village Board that a contract between the Village of Caledonia and Ontech Systems related to Information Technology Managed Services at the monthly rate of \$4,057, as described in Exhibit A, which is attached hereto and incorporated herein subject to final review by Village Attorney and Village Administrator; and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Caledonia Village Board that the Village President and Village Clerk are authorized to execute any contracts or other documents necessary to implement this resolution.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this _____ day of September 2022.

VILLAGE OF CALEDONIA

By: _____
James R. Dobbs, Village President

Attest: _____
Joslyn Hoeffert, Village Clerk

Managed Services - Advanced Bundle

Description	Recurring	Qty	Ext. Recurring
Ontech Advanced Managed Services Bundle- 2 Yr Pricing	\$4,057.00	1	\$4,057.00
Network Documentation Portal		2	
Change Management Tool		1	
Network Care		11	
Virtual Host Care		3	
Elite Server Care		11	
Desktop Care		90	
Webroot SAT		107	
Webroot DNS		90	
Dark Web Domain Monitoring		1	
Fortify for Endpoint		101	

Advanced Bundle Scope of Services

Features Included in Network Documentation Portal;

- Encrypted Documentation Portal for storing all network information. Network Documentation Portal is available through a web browser as well as mobile app.
 - Centrally store all passwords
 - Control who has access to each password
 - Automatically create strong passwords
 - Store important "how to" and procedural information
 - Standard Operating Procedures
 - PC Setup Checklists
 - New Hire/Termination Documents
 - Contracts & Service Providers
 - Contacts and Locations
 - Dynamically link network devices to people and locations

Features Included in Liongard;

- Change Management Automation
- Alerts & Metric Value Tracking
- Ticketing System Integration for Change Tracking

Features Included in Network Care;

- Automated Inventory of Network Devices and Classification: Have a profile for every device on a network at your fingertips

Managed Services - Advanced Bundle

Description	Recurring	Qty	Ext. Recurring
<ul style="list-style-type: none"> • Network Diagram & Connectivity Methods: Instantly know how everything on your network is connected • IP Address Management: Get an automatic list of all the IP addresses currently in use and which device is using it • Alerts & Notifications: Stay on top of important network events with both preconfigured and customizable alerting • Service Monitoring: Inventory and monitor the services running on nearly any device on the network • Context Aware Data: Get relevant and actionable information tailored to each device type • Rich Statistics: Understand and improve the stability of a network with usage and health stats • Live & Historic Data: View network performance as it happens with a 60-second polling, or dive into detailed logs • Netflow Data & Analytics: Gain real-time visibility into network traffic with analytics and reporting 			

Features Included in Virtual Host Care;

- Real time server hardware health monitoring
- Health Checks for configurations, including vCPU, memory, and network setup
- Review error logs using vSphere and vCenter
- Reconfigure VM's & host data stores
- Lights out management: when a server is down, steps to reboot it automatically will be taken

Features Included with Ontech Elite Server Care;

- 24x7 Monitoring & Alerting on Servers
- Webroot Anti-Virus License
- Windows Patches and Updates
- Enterprise Remote Access Program for your and our use (MFA Enablement Required for use)
- Driver & Firmware Updates for Servers
- Server Cluster Health Checks and Remediation
- Assign issue based Troubleshooting including;
 - Exchange
 - VM Ware
 - Hyper-V
 - Remote Desktop Services
 - Server Performance Issues
 - Group Policy Failures
 - Windows Server and Service Errors

Ontech and our NOC Target Service Levels

- Server Down Tickets: 15-30 minutes to begin work
- Critical Impact Alert Tickets: 1-2 Hours to begin work
 - Update Critical Impact Tickets: every 3-4 Hours

Features Included in Desktop Care;

- 24x7 monitoring and alerting of hardware components
- Backup Alerts to our NOC and internal team
- Webroot Antivirus
- Windows Security patches
- 3rd party patches like Adobe, Java, etc.

Managed Services - Advanced Bundle

Description	Recurring	Qty	Ext. Recurring
<ul style="list-style-type: none"> Enterprise Remote Access Program for your and our use (MFA Enablement Required for use) Auto attempts to remove malware Weekly Temp File and Cookie Clean up 			
<i>Features Included in Webroot Security Awareness Training;</i>			
<ul style="list-style-type: none"> Fully featured phishing simulator Engaging and interactive training courses Trackable, customizable training campaigns Campaign and contact management Reporting Center 			
<i>Features included in Webroot DNS Protection</i>			
<ul style="list-style-type: none"> Webroot DNS Features <ul style="list-style-type: none"> Secure and reliable internet connectivity No on-site hardware install IPv4, IPv6, HTTP, and HTTPS filtering 80 distinct web categories Roaming and mobile user protection Wifi and guest network protection Policy control by user, group, or IP Address On-Demand reporting Maintain regulatory compliance by restricting browsing Advanced Web Browsing Protection Benefits <ul style="list-style-type: none"> Admins are able to maintain full network visibility with complete insight into the connection requests being made and by whom allows better informed access policies Admins are able to reduce infections due to the ability to prevent users browsing to malicious and suspicious internet locations, resulting in less cost of remediation Admins are able to implement and enforce granular access policies to take control of productivity, HR & compliance requirements, and more with customizable policy controls by individual, groups, or IP Address 			
<i>Features Included in Dark Web Domain Monitoring</i>			
<ul style="list-style-type: none"> Domain monitoring for password and other credential leaks from hacked or exposed websites 			
<i>Features Included in Fortify For Endpoint Protection</i>			
<ul style="list-style-type: none"> Complete SOC Services: Implement advanced operations without the need for in-house security expertise. The complete Continuum Fortify SOC analyzes quarantined applications and files, reducing false positives and ensuring comprehensive protection. We take care of the labor challenges while you focus on growing your business. Threat Detection: Rapidly recognizes many thousands of virus and malware attack variants including cryptomining attacks as well as the root causes of these malicious behaviors by quickly identifying and diagnosing corrupt source processes and system settings. Response & Remediation: When malicious behavior is detected, Continuum Fortify For Endpoint Security will quickly rollback files to previous safe versions through tracking changes in the devices and restoring it to an acceptable risk state. Next Generation Endpoint Security: Fortify For Endpoint Security utilizes the patented SentinelOne platform, for its unique malware detection and remediation technology. This solution incorporates the industry's most innovative prevention, providing visibility into the root causes and origins of the threat, reversing the malicious operations and 			

Managed Services - Advanced Bundle

Description	Recurring	Qty	Ext. Recurring
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remediating them at an agile speed, when needed.

If choosing a contract option, I understand the services I am approving on this proposal is a contract between our business entity and Ontech Systems, Inc. for Managed Services only. These services differ from hourly time and materials charges. The terms available for Managed Services are month to month, 1 year, or 2 year.

If choosing a commitment option, your business will be *committed to the minimum monthly spend amount quoted, this will be your minimum commitment*. If additions are needed, they can be added to active contract. All Managed Services products purchased through Ontech must be on the same term length. Cancellation prior to the termination date will result in full payment of contracted Managed Services through the last day of contract.

Contract starts when agents are installed and “live and active”, not accepted proposal date, and these dates will be reflected on your invoice. **Agreement terms will auto renew unless a 60-day notice is provided by end client.** The monthly fees do not include set up or cancellation service fees to install or uninstall the Managed Services agents(s).

Monthly Subtotal: \$4,057.00



RiskWatch - Annual

Description	Recurring	Qty	Ext. Recurring
Risk Watch (Azure Active Directory Premium P2) 1 Year Subscription	\$108.00	1	\$108.00
<ul style="list-style-type: none"> • Leaked Credentials – Monitors for leaks of users valid credentials • Azure AD Threat Intelligence – Identifies user activity that is unusual for the given user or is consistent with known attack patterns • Sign In From Anonymous IP Address – Monitors for sign in's from anonymous/hidden IP address • Atypical Travel – Monitors the timeline of sign in's originating from geographically distant or atypical locations • Malware Linked IP Address – Identifies sign in's from IP addresses infected with malware • Unfamiliar Sign In Properties – Considers past sign in history to look for anomalous sign in's • Admin Unconfirmed User Compromised – Indicates an admin has selected confirm user compromised in the risky users UI or using risky Users API • Malicious IP Address – Identifies sign in's from malicious IP Addresses • Suspicious Inbox Manipulation Rules – Detection by Microsoft cloud app security • Triggers alerts when suspicious rules that delete or move messages or folders are set on user 			
Annual Subtotal:			\$108.00

Services

Description	Price	Qty	Ext. Price
Service - Fixed Fee	\$3,000.00	1	\$3,000.00
Subtotal:			\$3,000.00



Managed Services

Quote Information:

Quote #: TS010880

Version: 1

Delivery Date: 05/18/2022

Expiration Date: 07/10/2022

Prepared for:

Village of Caledonia

5043 Chester Lane

Racine, WI 53402

Kathy Kasper

(262) 835-4451

KKasper@caledonia-wi.gov

Prepared by:

Ontech Systems Inc.

Taylor Schmidt

(262) 522-8560

taylor@ontech.com

Quote Summary

Description	Amount
Services	\$3,000.00
Total:	\$3,000.00

Annual Expenses Summary

Description	Amount
RiskWatch - Annual	\$108.00
Annual Total:	\$108.00

Monthly Expenses Summary

Description	Amount
Managed Services - Advanced Bundle	\$4,057.00
Monthly Total:	\$4,057.00

Payment Options

Description	Payments	Interval	Amount
Managed Service Commitments			
2 Year Managed Service	24	Monthly	\$4,057.00



Summary of Selected Payment Options

Description	Amount
Managed Service Commitments: 2 Year Managed Service	
Selected Recurring Payment	\$4,057.00
Total of Recurring Payments	\$97,368.00

You have committed to a 2 year agreement. Quantities cannot be reduced during this period. Cancellation prior to the termination date will result in full payment of contracted Managed Services through the last day of contract.

For full quote view with product descriptions, warranty information and disclaimers, please review PDF.

Note: Quote is valid for 15 days.

Taxes, shipping, handling and other fees may apply.
We reserve the right to cancel orders arising from pricing or other errors.

Note: Please do not pay from quote, invoice to follow.

Ontech Systems Inc.

Village of Caledonia

Signature:

Signature:

Name: Taylor Schmidt

Name: Kathy Kasper

Title: Account Manager

Date:

Date: 05/18/2022