

TO: Mayor Robinson and City Council

FROM: Tim Malchow, EMS Chief

SUBJECT: Temporary Asset Transfer

DATE: May 15, 2018

BACKGROUND

Since taking over as the EMS Chief of the ambulance service we still struggle with staffing. A conceptual idea is to have two EMS providers respond in the ambulance and one in a vehicle. If call requires only two EMS providers the third would return back to the public safety building. This would allow us to have staff available if an additional call would arise. I have spoken to the previous City Administrator and Chief of Police about this concept.

The ambulance service's capital improvement plan, we have budgeted an SUV. Our service sees a need for a support vehicle. The Chief of Police had offered to provide the ambulance service with a Crown Victoria but this type of vehicle would not fit our needs.

This year the police department will be replacing a pursuit utility that I believe will fit our needs. The new police vehicle is being outfitted with new controls and lights because of the age of the current equipment. That means that the vehicle coming out of service could be used by the ambulance service without having to incur the cost of outfitting a vehicle as a trial.

Before the ambulance service would invest money into a new vehicle we would trial the vehicle the police department is replacing. This will give us insight if this size vehicle is adequate or it is too small. During the trial period, we would determine usage and its usefulness to our service.

Since the ambulance service is an enterprise fund we would need a temporary asset transfer from the police department which is part of the general fund.

Once it is determined this vehicle is not needed by the ambulance service it would be transferred back over to the police department to be disposed of. With the police department disposing of the vehicle, they would keep the money from the sale of the vehicle to help offset future vehicle purchases.

REQUESTED COUNCIL ACTION

Request a motion and approval for the temporary transfer 2013 Ford Police SUV to the ambulance department for their use and to authorize the EMS Chief to transfer the SUV back to the police department for disposal when the ambulance department has completed the trial of the SUV.