

**Gordon Wascott EMS
Advisory Team Meeting
14497 S. Snowberry Lane
Gordon WI 54838**

October 29, 2025

Members present: Shawn G., Jenny L, Betty E., Brian E., and Kelly K.

Meeting called to order at 16:05.

- Motion was made by Jenny L. to approve the agenda with the correction to the starting time of the meeting. The meeting is to start at 16:00 not 16:30 as printed seconded by Shawn G. all in favor motion carried.
- Motion was made by Brian E. to approve the minutes from October 22, 2025 with the correction made to the spelling of Jeanette A. name seconded by Shawn G. all in favor motion carried.
- Team member Reports:
 - a. Betty E. stated that she did not have time to send out the SAP Policy with the corrections made at the last meeting or the Member Policy. Copies were made for team members and we should be able to finish both documents tonight.
 - b. There will be no meetings in November or December.
 - c. The back garage door has stopped working again and a fuse has been ordered. If that does not fix the issue Betty E. will contact the company.
 - d. Shawn G. had nothing to report.
 - e. Jenny L. reminded us about the Chili Cookoff at Circle Pines on November 8, 2025. Betty E. thank Jenny L. for dealing with the payroll questions from the last meeting. Jenny L. will also see if she can work with Jeanette A. to offer electronic paystubs.
 - f. Brian E. and Kelly K. had nothing.
- SAP Policy
 - a. Corrections have been made and are ready for review tonight. SAP policy does not need to go before the Joint Board. Once final draft is approved by the Advisory Board they can be issued to the members. The director would like to issue the update SAP policy to members in January 2026.
 - b. Updates to be made to the current Member Policy and then Betty will email them out to the Advisory team for approval. Betty E. will present them at the next Joint Board meeting for approval. The director would like to issue the updated Member Policy to members in January 2026.
- Next meeting set for January 28, 2026 at 5:00 p.m. at the base.
- Motion to adjourn made by Jenny L. and seconded by Brian E. all in favor motion carried.

Respectfully submitted by
Kelly King
Secretary