

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

September 8th, 2021

7:00 pm

Board members Present:

Board Members Absent:

Statement: The use of the tape recorder is an aid for the recording secretary and is erased after the minutes are transcribed.

Introduction of Guests :

Presentation of Minutes:

Report from Burlington Junction Rescue Squad:

Report from Pickering/Hopkins Rescue Squad:

Report from Ravenwood Rescue Squad:

Report from Tri-C Rescue Squad:

Report from Maryville Rescue Squad:

Presentation of Treasurer's Report:

Presentation of Bills to be paid:

Presentation of Revenue and Expense Report:

Director of Operations Report:

Business Manager's Report:

Training Manager's Report:

Employee Concerns:

Medicaid/Medicare Adjustments:

Old Business:

New Business:

Closed meetings and closed records authorized when, exceptions: Employee evaluations. 610.021. Except to the extent disclosure is otherwise required by law; a public governmental body is authorized to close meetings, records and votes, to the extent they relate to the following:

(3) Hiring, firing, disciplining or promoting of employees by a public governmental body when personal information about the employee is discussed or recorded. However, any votes on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy-two hours of the close of the meeting where such action occurs; provided, however, that any employee so affected shall be entitled to prompt notice of such decision during the seventy-two hour period before such decision is made available to the public. As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees;

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source;

(14) Records which are protected from disclosure by law; any other business that may come before the board.

Adjournment:

Board of Directors Meeting

August 11th, 2021

7:00 pm

Board Members Present: Snodderley, Allen, Sparks, Giesken, Shipps and Rickabaugh were all present.

Board members Absent: No one was absent.

Introduction of Guests: No guests were present.

Presentation of Minutes: The minutes were presented to the board members. Sparks made the motion to accept the minutes as presented and Shipps seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Shipps, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Report from Burlington Junction Rescue Squad: All is fine.

Report from Hopkins Rescue Squad: Nothing to report. No one present.

Report from Ravenwood Rescue Squad: Nothing to report.

Report from Tri-C Rescue Squad: There was a multi-unit training that the squad participated in.

Report from Maryville Rescue Squad: It has been a rough week, and they will be manning the Pickering station during Thursday's funeral. Everyone is appreciative of the debriefing and the stress management sessions.

Presentation of Treasurer's Report: There were two CD's that came due in the month of July and these were rolled into one CD with the interest rate of 1% , for five years. The report stands as presented.

Presentation of Bill's to be paid: The bills to be paid were presented. Rickabaugh made the motion to pay the bills Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Revenue and Expenses: The report was presented to the board members.

Director of Operations Report: Item one was to inform the board members that there would be a closed session for evaluations of paramedic Rick Maudlin and EMT Bob Phillips and item 12 will be moved to closes for a hardship request.

Item two was to inform the board members that the sales tax payment of \$105,823.33 was entered, and that is an increase of 8.27% over 2020 monies.

Item three was to inform the board members that the call volume for transfer out of county has increased over 2020 by 1.7%. The total amount of transfer calls is currently 33.95%, which has never been this high. This is due to many circumstances and not one issue.

Item four was to inform the members he has been working on the paging issues for the NW and SE parts of the county. He did sign the year contract with E-Dispatching for select phones. There was a discussion about purchasing a new repeater in the Tri-C area and he received two bids, Haug and Midwest motor. Haug had a new repeater with installation and FCC licensing , while Midwest Mobile had a refurbished unit. They both offered rental agreements. Florea had asked for a quote from NW Cellular and they did not respond in time. This is tabled until a later date.

Item five was to inform the board members that two companies came to bid the heating project, and two more never returned calls. The bid for a multi-zone mini heat pump was \$4,810.00 from Geist Heating and \$5,350.00 from Sleek Creek HVAC. Allen made the motion to accept the bid from Geist heating and Shipps seconded the motion. Snodderley asked to find out if there would be a rebate offer.

Item six was to inform the board members that the money granted to the district for the PAT van has been used and the matching funds are currently being used from the district.

Item seven was to inform the board that Alicia Reeves, EMT, is off her 90-day probation period.

Item eight was to inform the board that the 2022 Ford gas chassis had been ordered for the next remount for a total cost of \$141,998.05, with a fleet discount of \$4,700 bringing the cost to \$137,298.05. The remount is scheduled for January 2022 with a return date in late March to early April.

Item nine was to discuss the purchase of a Power load system and Power Load cot. The quote for the load, cot and seven-year maintenance plan were \$53,071.23 and would be the final system needed, as all ambulances would be equipped with it. Discussion held. Allen made the motion to purchase the system and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Item ten was to inform that board members that the computer Firewall needs updated, and it will be the new hardware and software for the cost of \$1,804.00. It has been ordered

Item eleven was to discuss the COVID numbers. They have been going up, but statistically the county is 50% lower than the highest month in the previous year.

Item twelve was moved to closed session.

Business Manager's Report: Item one was to inform the board members that the accounts receivable is closer to be correct than last month. It is currently at \$1,079.44. She has traced all deposits, journal entries and charges. She will continue to look for the problem.

Training Managers Report: Item one was to inform the board members that August 13 and the 20th will be the C-spine classes and individuals have been notified.

Item two was to inform the board members that the conference dated August 3-6 was cancelled.

Item three was to inform the board that the EVOC class would be September 24th for the classroom portion and the 25th for the driving. Hoping to use the Kawasaki parking lot.

Item four was to inform the board members that Block 2 of the paramedic refresher will be September 13,15,20,22,27, 29 of this year.

The last EMR refresher is scheduled for October 9th. Those needing it have been informed.

Item five was to inform the board members that the quarterly CPR class will be September 9th.

Employee Concerns: None we brought to the board of directors.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$7,665.35 and Sparks Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$6,488.52 and Rickabaugh seconded motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Old Business: The active 911 was updated and is using current GPS coordinates. The coordinates need a complete address, City and State to work efficiently.

Schmitz did inform the board members that the running boards have been very successful.

New Business: Rickabaugh asked about looking into replacing the window in the office building as they have been there since 1970. Florea will investigate it.

Recess: Sparks made the motion to go into closed session and Shipps seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, Rickabaugh yea, and Snodderley yea. Motion carried. Closed session begins at 7:56 pm.

Open session: Allen made the motion to go into open session and Spark seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Open session started at 8:27.

Giesken made the motion to grant Rick Maudlin a performance incentive of \$650.00 and a longevity of \$720, and to grant Bob Phillips a \$1,000 performance incentive and a merit raise of 20 cents, Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

The hardship case will be handled by Florea with the proposal the board is offering and the parameters that must be met. Giesken made the motion as stated and Sparks seconded. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Adjournment: Allen made the motion to adjourn, and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Adjournment at 8:31 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

Signed: _____ Pat Giesken, Secretary of the Board of Directors

| 2021 Budget As of 7/31/2021 | | | | | |
|------------------------------------|-----------------------|-----------------------|------|-----------------------|---------------|
| | 2021 | 2021 Actual | ACCT | 2020 | Percentage |
| Revenues | | | # | Actual | |
| Ambulance Receivable | \$1,061,000.00 | \$720,413.86 | 4000 | \$1,119,890.78 | 67.90% |
| Surtax | \$25,000.00 | \$33,589.05 | 4150 | \$28,270.20 | 134.36% |
| CPR Card Revenue 2617.48 | \$2,200.00 | \$510.00 | 4380 | \$437.00 | 23.18% |
| Misc. Income(zoll refund) | \$2,500.00 | \$17,834.97 | 4730 | \$40,190.65 | 713.40% |
| Bad Debt Income | \$6,000.00 | \$7,565.43 | 4010 | \$12,204.03 | 126.09% |
| Interest Income | \$35,000.00 | \$17,601.95 | 4720 | \$47,119.25 | 50.29% |
| Sales tax income | \$1,100,000.00 | \$799,080.40 | 4105 | \$1,326,042.73 | 72.64% |
| Sale of Assets-CARES Reimbursement | \$0.00 | \$0.00 | 4710 | \$92,335.48 | 0.00% |
| Knights | \$3,500.00 | \$1,240.00 | 4008 | \$3,110.00 | 35.43% |
| Pat Van Revenues | \$25,000.00 | \$10,988.50 | 4009 | \$16,776.87 | 43.95% |
| FRA FUNDS/GEMT | \$130,000.00 | \$202,477.28 | 4300 | \$169,817.42 | 155.75% |
| Total | \$2,390,200.00 | \$1,811,301.44 | | \$2,856,194.41 | 75.78% |
| Expenditures | 2021 | 2021 Actual | ACCT | 2020 | Percentage |
| Salaries | \$933,600.00 | \$533,722.47 | 5000 | \$901,882.33 | 57.17% |
| Overtime | \$185,000.00 | \$126,726.03 | 5001 | \$192,888.29 | 68.50% |
| Special Performance Benefit | \$13,200.00 | \$7,955.00 | 5003 | \$11,385.00 | 60.27% |
| Rescue/Training Budget | \$59,400.00 | \$15,709.69 | 5300 | \$29,354.80 | 26.45% |
| Payroll FICA | \$96,000.00 | \$56,534.85 | 5010 | \$94,535.04 | 58.89% |
| Unemployment Taxes | \$1,700.00 | \$234.07 | 5015 | \$707.22 | 13.77% |
| Employee Benefits | \$137,000.00 | \$82,666.10 | 5020 | \$142,814.95 | 60.34% |
| Longevity Pay | \$4,700.00 | \$2,360.00 | 5021 | \$4,140.00 | 50.21% |
| Health. Ins. Pay out & Retirement | \$93,500.00 | \$46,755.30 | 5005 | \$91,332.30 | 50.01% |
| Mo Lagers Expense 4.8% | \$71,100.00 | \$70,950.64 | 5006 | \$58,205.93 | 99.79% |
| Interest Expense | \$0.00 | \$0.00 | 5030 | \$0.00 | 0.00% |
| Workman's Comp | \$72,000.00 | \$36,832.97 | 5040 | \$66,879.23 | 51.16% |
| Fleet/Mail/Liab Ins. Bond | \$71,400.00 | \$68,897.00 | 5041 | \$60,856.00 | 96.49% |
| Accident/Health Insurance | \$4,300.00 | \$3,484.33 | 5044 | \$3,484.33 | 81.03% |
| Rent/Lease | \$2,000.00 | \$1,653.50 | 5050 | \$1,960.61 | 82.68% |
| Legal/ Accounting | \$26,000.00 | \$15,258.83 | 5060 | \$4,957.51 | 58.69% |
| Administration Expense | \$6,200.00 | \$6,866.50 | 5070 | \$5,062.61 | 110.75% |
| Election Expense | \$3,500.00 | \$0.00 | 5080 | \$0.00 | 0.00% |
| Advertising Expense | \$500.00 | \$0.00 | 5090 | \$153.00 | 0.00% |
| Fuel & Oil | \$30,000.00 | \$20,977.74 | 5100 | \$22,704.25 | 69.93% |
| Fleet Repair | \$22,000.00 | \$17,042.34 | 5110 | \$21,581.59 | 77.47% |
| Building Repair/Maintenance | \$12,500.00 | \$6,825.43 | 5135 | \$10,997.80 | 54.60% |
| Medical & Operating Exp *** | \$59,000.00 | \$38,013.83 | 5120 | \$88,143.19 | 64.43% |
| Office Supplies | \$19,000.00 | \$7,034.30 | 5130 | \$16,072.45 | 37.02% |
| Technical Support | \$29,000.00 | \$14,224.54 | 5131 | \$28,419.64 | 49.05% |
| H.S.A. Expense | \$7,000.00 | \$3,426.30 | 5025 | \$0.00 | 0.00% |
| Utilities | \$22,000.00 | \$8,217.90 | 5140 | \$16,599.99 | 37.35% |
| Telephone/Cell | \$7,100.00 | \$4,937.34 | 5150 | \$6,971.37 | 69.54% |
| Dues & Subscriptions | \$600.00 | \$598.00 | 5180 | \$573.00 | 99.67% |
| Laundry | \$2,500.00 | \$168.00 | 5190 | \$504.00 | 6.72% |
| Radios/Repairs Maint | \$3,400.00 | \$2,072.50 | 5220 | \$3,149.80 | 60.96% |
| Collection Expense | \$3,000.00 | \$2,298.56 | 5290 | \$2,553.74 | 76.62% |
| Miscellaneous Expense | \$3,200.00 | \$965.81 | 5280 | \$3,626.04 | 30.18% |

| 2021 Ambulance Budget Continued | | | | | |
|--|-----------------------|-----------------------|------|-----------------------|---------------|
| | 2021 | 2021 | ACCT | 2020 proj | Percentage |
| New Ambulance/van | \$48,750.00 | \$0.00 | 5115 | \$221,907.68 | 7.03% |
| Bad Debt Allowance | \$180,000.00 | \$143,977.80 | 5250 | \$229,289.48 | 79.99% |
| Dispatching Expense | \$71,766.00 | \$17,941.50 | 5105 | \$70,014.00 | 25.00% |
| *New Rescue Equipment | | \$13,302.06 | 5117 | \$24,701.73 | 0.00% |
| Pat Van Expenditures | \$39,050.00 | \$22,846.31 | N/A | \$37,012.34 | 58.51% |
| GEMT Expense | \$63,000.00 | \$67,458.08 | 0 | \$59,914.90 | |
| Promotional items | \$1,000.00 | \$0.00 | 5285 | \$0.00 | 0.00% |
| Total | \$2,404,966.00 | \$1,468,935.62 | | \$2,535,336.14 | 61.08% |
| 2021 Training Expense Detail | | | | | |
| Expenditures | 2021 | 2021 Actual | ACCT | 2020 | Percentage |
| Instructor's Training Wages * | \$8,750.00 | \$56.53 | 5300 | \$297.81 | 0.65% |
| Instructor's Training Lodging * | | | 5360 | | |
| Instructor's Training Mileage * | | | 5361 | | |
| Instructor's tuition/books | \$600.00 | \$0.00 | 5330 | \$0.00 | 0.00% |
| CE Instructor wages ** | \$5,000.00 | \$1,658.33 | 5301 | \$2,136.90 | 33.17% |
| Mandatory classes, | \$4,200.00 | \$1,607.08 | 5305 | \$2,037.66 | 38.26% |
| CE Empl.Wages 5303 &5370 | | \$4,182.86 | 5303 | \$1,212.18 | |
| Employee CE Elective | \$17,750.00 | \$1,795.00 | 5370 | \$15,473.50 | 33.68% |
| Guest Instructor Wages | \$3,000.00 | \$0.00 | 5340 | \$0.00 | 0.00% |
| 1st Responder Orig. Cert Wages | \$2,700.00 | \$1,720.47 | 5302 | \$2,789.84 | 63.72% |
| 1st responder Refresher Wages | \$800.00 | \$416.96 | 5304 | \$71.92 | 52.12% |
| Training Equipment/Maintenance | \$6,000.00 | \$2,436.64 | 5310 | \$0.00 | 40.61% |
| Training Books/Office expense | \$1,000.00 | \$0.00 | 5331 | \$0.00 | 0.00% |
| Training Miscellaneous/24-7 | \$1,600.00 | \$307.11 | 5380 | \$2,359.06 | 19.19% |
| New EMD Training | \$3,000.00 | | 5106 | | 0.00% |
| Medical Director & Guest Instructor | \$1,500.00 | \$575.00 | 5385 | \$100.00 | 0.00% |
| EMD CEU Training | \$1,500.00 | | 5107 | | 0.00% |
| Training Supplies | \$2,000.00 | \$953.71 | 5320 | \$2,875.93 | 47.69% |
| Total | \$59,400.00 | \$15,709.69 | | \$29,354.80 | 26.45% |
| 2021 Wheel Chair Budget | | | | | |
| | 2021 | 2021 Actual | ACCT | 2020 | |
| w/c Actual Charges | \$25,000.00 | \$10,988.50 | 4009 | \$16,776.87 | 43.95% |
| Knights Pat Van | \$3,500.00 | \$1,240.00 | 4008 | \$3,110.00 | 35.43% |
| Contribution | | | | | |
| Total | \$28,500.00 | \$12,228.50 | | \$19,886.87 | 42.91% |
| 2021 Wheel Chair Expenditures | | | | | |
| Salaries | \$31,500.00 | \$17,764.03 | 5009 | \$30,847.81 | 56.39% |
| Overtime | \$1,200.00 | \$145.41 | 5019 | \$116.94 | 12.12% |
| Payroll FICA W Amb | \$2,500.00 | \$0.00 | | \$2,501.55 | 0.00% |
| Repairs/Maint | \$2,500.00 | \$4,936.87 | 5129 | \$1,861.05 | 197.47% |
| Fuel & Oil | \$3,300.00 | | 5109 | \$1,684.99 | 0.00% |
| New Equipment | \$500.00 | | 5119 | \$0.00 | 0.00% |
| Advertisement | \$50.00 | | 5099 | \$0.00 | 0.00% |
| Total | \$41,550.00 | \$22,846.31 | | \$37,012.34 | 54.99% |
| less FICA | \$39,050.00 | \$22,846.31 | | \$34,510.79 | |