

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

January 12th, 2022

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

December 8th, 2021

7:00 pm

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

Board members Absent: Shipps was absent.

Introduction of Guests: Judy Martin, CPA was present to discuss the audit for the 2020. She discussed the process of the audit. The significant letter gave information that there may be some refunds due to GEMT for the years 2018, and 2019. She pointed out the liability for LAGER's has increased due to the new plan. There were no questions about the audit and Martin left the meeting.

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

Report from Burlington Junction Rescue Squad: All is fine. The Landing Zone class went well, there were approximately 20 people in attendance.

Report from Hopkins Rescue Squad: Lights are in and will be delivered soon.

Report from Ravenwood Rescue Squad: All was fine.

Report from Tri-C Rescue Squad: Lights are all in now and are placed on the squad.

Report from Maryville Rescue Squad: All is fine. Jace Pine and Rickabaugh attended a school bus class.

Presentation of Treasurer's Report: Sparks stated there are two CD's coming due and she will look for the best interest rates for the money.

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

Revenue and Expenses: The report was presented to the board members. The budget for 2022 was discussed first. There were no changes at this time and Snodderley made the motion to approve the 2022 budget and Sparks seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

The next budget presented is the current one that will need corrections made before the end of the year. These corrections were made on the Final budget and presented to the board. There was no discussion and Sparks made the motion to approve the final budget as presented and Giesken seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Director of Operations Report: Florea started his report by informing the board members that there would not have a closed session.

Item two was to inform the board members that the sales tax payment for the month was \$150,455.26 this is an increase of 6.67% more from the same time in the previous year.

Item three was to inform the board members that the call volume is staying steady at 6.34 calls per day, which is above the previous year's call volume.

Item four was to inform the board that the Emergency Temporary Standard from CMS is now on hold. This is dealing with mandatory COVID vaccine. More information as it happens.

Item five was to inform the board members that TJ Rich is off probation.

Item six was to inform the board members that he would like to purchase the Binder Lift aids for the ambulances. The items were brought before the board members to view and discuss. After a discussion, Snodderley made the motion to purchase of 6 standard size lifts and 2 bariatric, up to the cost of \$6,264.00 and Sparks seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Item seven was the 2021 amendments and the 2022 budget, which was approved previously.

Item eight was to inform the that the PAT Van has used all the money that was granted by the Senior board and is now using matching funds from the district.

Rick Allen arrived at 8:50.

Item nine was to inform the board members that LAGER's has provided the report of contributions for the coming years and it will be 14.60%.

Item ten was to inform that board members difference for plans for health insurance has decreased. It was %50.76 and the next year the difference will be \$12.84 for those on the HAS plan versus the premium plan. After a discussion Sparks made the motion to lower the contribution to the employees HAS account from \$50.76 per month to \$12.34 per month, and Giesken seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Item eleven was to inform the board members that Doug Greer has submitted his resignation as of December 31, 2021, due to retirement. There will be a retirement celebration for him on December 18th starting at 1:00pm.

Business Manager's Report: Item one was to inform the board members that the accounts receivable report has been corrected by ESO, and the balance is now \$415.17. There are factors that are making it difficult to balance, specifically when entering a trip certain boxes need to be checked for the calls and football standby's this was not happening, and the refunds are being recorded at different time frames.

Item two was to inform the board members that she had applied for the fourth round of COVID money for the rural areas and the District received \$34,437.61.

Item three was to inform the board that the GEMT paperwork had been submitted with an estimate payment of \$105,000 due to the district.

Item four was to inform the board members that Medicaid Revalidation is going on currently and that Medicare revalidations will need to be completed before April 2022. These occur every five years.

Training Managers Report: Item one was to inform the board members that there will be an instructor meeting on December 18th.

Item two was to inform the board members that quarterly CPR is December 9th.

Item three was to inform the board that Maryville Fire has seven interested in EMR classes in the new year, there are two RNs interested and a Nurse Practitioner that are interested in the class. Due to the numbers the district will be teaching the EMR class starting January 11, 2022 through February 24th, on Tuesday and Thursdays.

Greife has been in contact with the Vo-tech and there is a need to set up a CPR, AED and First aid class for the public. The cost will be \$50 per person and the class is scheduled for March 7th. Sign up sheets will be in the office and it will be put in the paper as well.

Employee Concerns: The board members are invited to the Christmas party December 11th.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$6,385.12 and Sparks seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$10,862.41 and Rickabaugh seconded motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Old Business: Rickabaugh asked about the snow and lawn care for 2022. After a discussion it was decided there would be no change.

New Business: None brought to the board.

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

Adjournment at 8:23 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

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

2021 Budget As of 11/30/2021					
	2021	2021 Actual	ACCT	2020	Percentage
Revenues			#	Actual	
Ambulance Receivable	\$1,061,000.00	\$1,144,463.52	4000	\$1,119,890.78	107.87%
Surtax	\$25,000.00	\$33,628.91	4150	\$28,270.20	134.52%
CPR Card Revenue 2617.48	\$2,200.00	\$1,080.00	4380	\$437.00	49.09%
Misc. Income(zoll refund)	\$2,500.00	\$60,167.57	4730	\$40,190.65	2406.70%
Bad Debt Income	\$6,000.00	\$17,735.86	4010	\$12,204.03	295.60%
Interest Income	\$35,000.00	\$26,178.01	4720	\$47,119.25	74.79%
Sales tax income	\$1,100,000.00	\$1,264,079.84	4105	\$1,326,042.73	114.92%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710	\$92,335.48	0.00%
Knights	\$3,500.00	\$2,200.00	4008	\$3,110.00	62.86%
Pat Van Revenues	\$25,000.00	\$18,086.40	4009	\$16,776.87	72.35%
FRA FUNDS/GEMT	\$130,000.00	\$207,270.75	4300	\$169,817.42	159.44%
Total	\$2,390,200.00	\$2,774,890.86		\$2,856,194.41	116.09%
Expenditures	2021	2021 Actual	ACCT	2020	Percentage
Salaries	\$963,000.00	\$867,600.93	5000	\$901,882.33	90.09%
Overtime	\$228,000.00	\$204,482.42	5001	\$192,888.29	89.69%
Special Performance Benefit	\$13,200.00	\$10,830.00	5003	\$11,385.00	82.05%
Rescue/Training Budget	\$59,400.00	\$28,343.54	5300	\$29,354.80	47.72%
Payroll FICA	\$96,000.00	\$90,922.12	5010	\$94,535.04	94.71%
Unemployment Taxes	\$1,700.00	\$234.07	5015	\$707.22	13.77%
Employee Benefits	\$148,000.00	\$137,234.26	5020	\$142,814.95	92.73%
Longevity Pay	\$4,700.00	\$3,500.00	5021	\$4,140.00	74.47%
Health. Ins. Pay out & Retirement	\$93,500.00	\$68,642.70	5005	\$91,332.30	73.41%
Mo Lagers Expense 4.8%	\$140,000.00	\$127,592.70	5006	\$58,205.93	91.14%
Interest Expense	\$0.00	\$0.00	5030	\$0.00	0.00%
Workman's Comp	\$72,000.00	\$54,612.97	5040	\$66,879.23	75.85%
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	\$31,000.00	\$17,431.16	5060	\$4,957.51	56.23%
Administration Expense	\$7,200.00	\$7,067.75	5070	\$5,062.61	98.16%
Election Expense	\$3,500.00	\$119.00	5080	\$0.00	3.40%
Advertising Expense	\$500.00	\$0.00	5090	\$153.00	0.00%
Fuel & Oil	\$38,500.00	\$35,256.50	5100	\$22,704.25	91.58%
Fleet Repair	\$32,000.00	\$30,891.99	5110	\$21,581.59	96.54%
Building Repair/Maintenance	\$14,500.00	\$13,256.97	5135	\$10,997.80	91.43%
Medical & Operating Exp ***	\$67,600.00	\$56,350.01	5120	\$88,143.19	83.36%
Office Supplies	\$19,000.00	\$10,548.90	5130	\$16,072.45	55.52%
Technical Support	\$29,000.00	\$19,541.13	5131	\$28,419.64	67.38%
H.S.A. Expense	\$7,000.00	\$5,405.94	5025	\$0.00	0.00%
Utilities	\$22,000.00	\$14,603.59	5140	\$16,599.99	66.38%
Telephone/Cell	\$8,400.00	\$7,577.45	5150	\$6,971.37	90.21%
Dues & Subscriptions	\$1,100.00	\$1,098.00	5180	\$573.00	99.82%
Laundry	\$2,500.00	\$168.00	5190	\$504.00	6.72%
Radios/Repairs Maint	\$4,800.00	\$3,612.50	5220	\$3,149.80	75.26%
Collection Expense	\$5,200.00	\$4,276.00	5290	\$2,553.74	82.23%
Miscellaneous Expense	\$3,200.00	\$1,479.55	5280	\$3,626.04	46.24%

2021 Ambulance Budget Continued					
	2021	2021	ACCT	2020 proj	Percentage
New Ambulance/van	\$48,750.00	\$0.00	5115	\$221,907.68	11.09%
Bad Debt Allowance	\$252,000.00	\$228,787.75	5250	\$229,289.48	90.79%
Dispatching Expense	\$71,766.00	\$53,824.00	5105	\$70,014.00	75.00%
*New Rescue Equipment	\$48,000.00	\$38,537.48	5117	\$24,701.73	0.00%
Pat Van Expenditures	\$39,050.00	\$33,443.12	N/A	\$37,012.34	85.64%
GEMT Expense	\$67,500.00	\$67,458.08	5116	\$59,914.90	99.94%
Promotional items	\$1,000.00	\$54.98	5285	\$0.00	5.50%
Total	\$2,722,266.00	\$2,318,820.39		\$2,535,336.14	85.18%
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	\$2,770.39	5301	\$2,136.90	55.41%
Mandatory classes,	\$4,200.00	\$1,657.56	5305	\$2,037.66	39.47%
CE Empl.Wages 5303 &5370		\$7,939.34	5303	\$1,212.18	
Employee CE Elective	\$17,750.00	\$6,365.99	5370	\$15,473.50	80.59%
Guest Instructor Wages	\$3,000.00	\$575.00	5340	\$0.00	19.17%
1st Responder Orig. Cert Wages	\$2,700.00	\$2,094.80	5302	\$2,789.84	77.59%
1st responder Refresher Wages	\$1,000.00	\$889.53	5304	\$71.92	88.95%
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	\$999.23	5380	\$2,359.06	62.45%
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	\$1,983.53	5320	\$2,875.93	99.18%
Total	\$59,600.00	\$28,343.54		\$29,354.80	47.56%
2021 Wheel Chair Budget					
	2021	2021 Actual	ACCT	2020	
w/c Actual Charges	\$25,000.00	\$18,086.40	4009	\$16,776.87	72.35%
Knights Pat Van	\$3,500.00	\$2,200.00	4008	\$3,110.00	62.86%
Contribution					
Total	\$28,500.00	\$20,286.40		\$19,886.87	71.18%
2021 Wheel Chair Expenditures					
Salaries	\$31,500.00	\$28,360.84	5009	\$30,847.81	90.03%
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	\$6,500.00	\$4,936.87	5129	\$1,861.05	75.95%
Fuel & Oil	\$4,500.00		5109	\$1,684.99	0.00%
New Equipment	\$500.00		5119	\$0.00	0.00%
Advertisement	\$50.00		5099	\$0.00	0.00%
Total	\$46,750.00	\$33,443.12		\$37,012.34	71.54%
less FICA	\$44,250.00	\$33,443.12		\$34,510.79	

2022 Proposed Budget					
	2022	2022 Actual	ACCT	2021 proj	Percentage
Revenues			#		2021
Ambulance Receivable	\$1,300,000.00	\$0.00	4000	\$1,414,484.98	0.00%
Surtax	\$27,000.00	\$0.00	4150	\$33,628.91	0.00%
CPR Card Revenue 2617.48	\$2,000.00	\$0.00	4380	\$953.33	0.00%
Misc. Income(zoll refund)	\$2,500.00	\$0.00	4730	\$17,879.37	0.00%
Bad Debt Income	\$10,000.00	\$0.00	4010	\$17,886.41	0.00%
Interest Income	\$25,000.00	\$0.00	4720	\$28,800.00	0.00%
Sales tax income	\$1,350,000.00	\$0.00	4105	\$1,300,000.00	0.00%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710		#DIV/0!
		\$0.00	4008	\$2,400.00	#DIV/0!
Pat Van Revenues	\$25,000.00	\$0.00	4009	\$18,591.33	0.00%
FRA FUNDS/GEMT	\$120,000.00	\$0.00	4300	\$205,921.69	0.00%
Total	\$2,861,500.00	\$0.00		\$3,040,546.02	0.00%
Expenditures	2022	2022 Actual	ACCT	2021 Proj	Percentage
Salaries	\$1,100,000.00	\$0.00	5000	\$963,802.29	0.00%
Overtime	\$230,000.00	\$0.00	5001	\$228,120.83	0.00%
Special Performance Benefit	\$13,500.00	\$0.00	5003	\$14,440.00	0.00%
Rescue/Training Budget	\$60,150.00	\$0.00	5300	\$27,199.95	0.00%
Payroll FICA	\$100,000.00	\$0.00	5010	\$101,529.85	0.00%
Unemployment Taxes	\$1,500.00	\$0.00	5015	\$312.09	0.00%
Employee Benefits	\$150,000.00	\$0.00	5020	\$147,561.53	0.00%
Longevity Pay	\$4,500.00	\$0.00	5021	\$3,820.00	0.00%
Health. Ins. Pay out & Retirement	\$75,000.00	\$0.00	5005	\$77,766.80	0.00%
Mo Lagers Expense 13.8%	\$218,900.00	\$0.00	5006	\$138,569.32	0.00%
Interest Expense	\$0.00	\$0.00	5030		#DIV/0!
Workman's Comp	\$75,000.00	\$0.00	5040	\$59,859.96	0.00%
Fleet/Mail/Liab Ins. Bond	\$72,000.00	\$0.00	5041	\$68,897.00	0.00%
Accident/Health Insurance	\$4,000.00	\$0.00	5044	\$4,645.77	0.00%
Rent/Lease	\$2,500.00	\$0.00	5050	\$2,204.67	0.00%
Legal/ Accounting	\$26,000.00	\$0.00	5060	\$31,000.00	0.00%
Administration Expense	\$8,500.00	\$0.00	5070	\$6,881.75	0.00%
Election Expense	\$3,500.00	\$0.00	5080		0.00%
Advertising Expense	\$500.00	\$0.00	5090		0.00%
Fuel & Oil	\$53,000.00	\$0.00	5100	\$38,500.00	0.00%
Fleet Repair	\$35,000.00	\$0.00	5110	\$30,204.69	0.00%
Building Repair/Maintenance	\$12,500.00	\$0.00	5135	\$14,500.00	0.00%
Medical & Operating Exp ***	\$70,000.00	\$0.00	5120	\$67,665.23	0.00%
Office Supplies	\$12,500.00	\$0.00	5130	\$11,685.33	0.00%
Technical Support	\$29,000.00	\$0.00	5131	\$25,396.23	0.00%
H.S.A. Expense	\$7,500.00	\$0.00	5025	\$5,955.84	0.00%
Utilities	\$22,000.00	\$0.00	5140	\$15,415.29	0.00%
Telephone/Cell	\$8,500.00	\$0.00	5150	\$8,331.00	0.00%
Dues & Subscriptions	\$800.00	\$0.00	5180	\$797.33	0.00%
Laundry	\$2,500.00	\$0.00	5190	\$224.00	0.00%
Radios/Repairs Maint	\$4,300.00	\$0.00	5220	\$4,816.67	0.00%
Collection Expense	\$4,500.00	\$0.00	5290	\$5,138.25	0.00%
Miscellaneous Expense	\$3,500.00	\$0.00	5280	\$1,422.67	0.00%

2022 Ambulance Budget Continued					
	2022	2022 Actual	ACCT	2021 Proj	Percentage
New Ambulance/van	\$150,000.00	\$0.00	5115	\$0.00	0.00%
Bad Debt Allowance	\$260,000.00	\$0.00	5250	\$250,857.52	0.00%
Dispatching Expense	\$75,000.00	\$0.00	5105	\$47,844.00	0.00%
*New Rescue Equipment	\$110,000.00	\$0.00	5117	\$48,395.81	0.00%
Pat Van Expenditures	\$40,000.00	\$0.00	N/A	\$38,903.77	0.00%
GEMT Expense	\$67,500.00	\$0.00	0	\$67,458.08	0.00%
Promotional items	\$1,000.00	\$0.00	5285	\$0.00	0.00%
Total	\$3,114,650.00	\$0.00		\$2,560,123.52	0.00%
2022 Training Expense Detail					
Expenditures	2022	2022 Actual	ACCT	2021 Projected	Percentage
Instructor's Training Wages *	\$9,000.00	\$0.00	5300	\$75.37	0.00%
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	\$0.00	5301	\$3,365.13	0.00%
Mandatory classes,	\$4,200.00	\$0.00	5305	\$2,210.08	0.00%
CE Empl.Wages 5303 &5370			5303		
Employee CE Elective	\$17,750.00	\$0.00	5370	\$11,053.36	0.00%
Guest Instructor Wages	\$3,000.00	\$0.00	5340		0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$0.00	5302	\$2,384.40	0.00%
1st responder Refresher Wages	\$800.00	\$0.00	5304	\$555.95	0.00%
Training Equipment/Maintenance	\$6,000.00	\$0.00	5310	\$3,248.85	0.00%
Training Books/Office expense	\$1,000.00	\$0.00	5331		0.00%
Training Miscellaneous/24-7	\$1,600.00	\$0.00	5380	\$1,315.85	0.00%
New EMD Training	\$3,000.00	\$0.00	5106		0.00%
Medical Director & Guest Instructor	\$1,500.00	\$0.00	5385	\$575.00	0.00%
EMD CEU Training	\$1,500.00	\$0.00	5107		0.00%
Training Supplies	\$2,500.00	\$0.00	5320	\$1,800.00	0.00%
Total	\$60,150.00	\$0.00		\$26,583.99	0.00%
2022 Wheel Chair Budget					
	2022	2022 Actual	ACCT	2021 Proj	
w/c Actual Charges	\$25,000.00	\$0.00	4009	\$18,591.33	0.00%
Knights Pat Van	\$3,500.00	\$0.00	4008	\$2,400.00	0.00%
Contribution					
Total	\$28,500.00	\$0.00		\$20,991.33	0.00%
2022 Wheel Chair Expenditures					
Salaries	\$32,500.00	\$0.00	5009	\$32,127.40	0.00%
Overtime	\$1,200.00	\$0.00	5019	\$193.88	0.00%
Payroll FICA W Amb	\$2,600.00	\$0.00			0.00%
Repairs/Maint	\$3,500.00	\$0.00	5129	\$6,500.00	0.00%
Fuel & Oil	\$4,000.00	\$0.00	5109	\$4,500.00	0.00%
New Equipment	\$500.00	\$0.00	5119		0.00%
Advertisement	\$50.00	\$0.00	5099		0.00%
Total	\$44,350.00	\$0.00		\$43,321.28	0.00%
less FICA	\$41,750.00	\$0.00		\$43,321.28	