

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

March 9th, 2022

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

February 9th, 2022

7:00 pm

Board Members Present: Snodderley, Sparks, Giesken, Shipps, Allen were all present. Rickabaugh was present via Zoom.

Board members Absent: None

Introduction of Guests: No one present

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, Allen, yea, Shipps, yea and Snodderley yea. Motion carried.

Report from Burlington Junction Rescue Squad: All is fine.

Report from Hopkins Rescue Squad: All is fine.

Report from Ravenwood Rescue Squad: The hose for the hydraulic unit is being replaced and it is at the Fire house.

Report from Tri-C Rescue Squad: McQueen wants to put on an ice rescue class and will contact the other squads for date and time.

Report from Maryville Rescue Squad: All is fine.

Presentation of Treasurer's Report: Sparks informed the board that a CD will be due March 31st. She will begin to look for better rates.

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

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

Director of Operations Report: Florea started his report by informing the board members that there will be a closed session for evaluation of Business Manager LaRee Lager.

Item two was to inform the board members that the sales tax payment for the month was \$90,238.26 and this is an increase of 12.59 % from 2021.

Item three was to inform the board members that the call volume for the month of January was 6.77 calls a day.

Item four was to inform the board that COVID cases accounted for 10.38% of the calls in January.

Item five was to inform the board members that 132 was delivered to Lifeline and it should be completed around the end of April.

Item six was to inform the board members that he met with the Senior Board and was granted \$10,000 for the PAT and Knights van for the seniors of the county.

Item seven was to remind the board members that there is an unfunded liability to LAGERS for the increase to the employee's accounts for retirement that was voted on last year. He was just bringing this information to the board members to discuss.

Item eight was to inform the board members the Ford has a build date for the rescue truck of March 7th, this would be an approximate date for delivery in May. The truck will have to be taken to the plant for the box to be attached.

Item nine was to discuss the wages for similar ambulances in the area from Highway 36 to the Iowa border and including Clarinda. No outcome of discussion.

Business Manager's Report: Item one was to inform the board members that the accounts receivable report between ESO and Peachtree is now \$72.54.

Item two was to inform the board that the Medicaid Revalidation has been completed and it is now in the Department of Health's hands. The Medicare Revalidation letter should be sent to the district in the next 2-3 months and the due date is July 31, 2022.

Item three was to point out that EMS week is May 16-23. This brought about a discussion on what to do for the squads and employees. No outcome of this discussion will table until next month.

Schmitz then proposed the idea of a welcome pack for all new employees. This could be a little bag with a t-shirt, pens, and other items to make the person feel at home. No outcome, more discussion later.

Training Managers Report: Item one was to inform the board members that the EMT refresher class will be moved due to recertification cycle. The new dates are April 4th and 6th. Instructors have been contacted and set up.

Item two was to inform the board members that the quarterly CPR class will be March 10th and Wheeler and Corson are teaching the class.

Item three was to inform the board that the EMR refresher is March 12th and Greife and Wheeler are teaching.

Item four was to inform the board that Wheeler and Campbell are taking a class to be able to be instructors for the EVOC class. That will then give the district four teachers.

Item five was to inform the board that the EMR class that started in January will end on February 24th. There are six students for Maryville, one for NWMSU and one RN from Barnard.

Item six is to inform the board members that there are four RN's that wish to join the squads but were not able to take the EMR classes, He is trying to find a day for a six-hour class for them. Snodderley informed Greife that he may have another RN interested.

Employee Concerns: Kim Campbell has been working on the new Facebook page and there are others helping her with the design. She has already had some positive feedback.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$7,495.39 and Sparks seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, Allen, yea, Shipps, yea and Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$17,348.38 and Rickabaugh seconded motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, Allen, yea, Shipps, yea and Snodderley yea. Motion carried

Old Business: Rickabaugh brought up the building addition and if it was still on the table to look at and possible proceed. There was a discussion about assorted options and building ideas with no outcome, but it will be discussed later.

New Business: Allen brought the suggestion to pay on the liability to LAGERS. There was a discussion on how much to put in the account and how fast to pay it down.

Allen made the motion to put half of the liability on the account and pay the balance as some CD's came due and Shipps seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, Allen, yea, Shipps, yea and Snodderley yea. Motion carried

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

Closed session starts at 9:00 pm.

Open Session: Allen made the motion to go into open session and Sparks seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, Allen, yea, Shipps, yea and Snodderley yea. Motion carried. Open session began at 9:20 pm.

Giesken made the motion to grant LaRee Lager a performance incentive of \$650.00 and longevity of \$560.00 and Snodderley seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Rickabaugh yea, Allen, yea, Shipps, yea and Snodderley yea. Motion carried

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

Adjournment at 9:22 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

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

2022 BUDGET AS OF JAN 31, 2022					
	2022	2022 Actual	ACCT	2021 Actual	Percentage
Revenues			#		
Ambulance Receivable	\$1,300,000.00	\$108,557.68	4000	\$1,261,156.45	8.35%
Surtax	\$27,000.00	\$34,519.27	4150	\$36,528.19	127.85%
CPR Card Revenue 2617.48	\$2,000.00	\$120.00	4380	\$1,205.00	6.00%
Misc. Income(zoll refund)	\$2,500.00	\$1,035.00	4730	\$60,197.57	41.40%
Bad Debt Income	\$10,000.00	\$100.05	4010	\$17,825.86	1.00%
Interest Income	\$25,000.00	\$3,785.80	4720	\$27,894.88	15.14%
Sales tax income	\$1,350,000.00	\$125,115.78	4105	\$1,414,535.10	9.27%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710		#DIV/0!
		\$160.00	4008	\$2,760.00	#DIV/0!
Pat Van Revenues	\$25,000.00	\$1,574.40	4009	\$19,360.70	6.30%
FRA FUNDS/GEMT	\$120,000.00	\$829.07	4300	\$208,524.00	0.69%
Total	\$2,861,500.00	\$275,797.05		\$3,049,987.75	9.64%
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Salaries	\$1,100,000.00	\$87,615.13	5000	\$946,239.93	7.97%
Overtime	\$230,000.00	\$15,209.58	5001	\$218,327.96	6.61%
Special Performance Benefit	\$13,500.00	\$1,753.00	5003	\$12,342.50	12.99%
Rescue/Training Budget	\$60,150.00	\$817.21	5300	\$30,850.23	1.36%
Payroll FICA	\$100,000.00	\$8,601.94	5010	\$98,652.26	8.60%
Unemployment Taxes	\$1,500.00	\$0.00	5015	\$234.07	0.00%
Employee Benefits	\$150,000.00	\$14,950.30	5020	\$152,382.88	9.97%
Longevity Pay	\$4,500.00	\$520.00	5021	\$3,500.00	11.56%
Health. Ins. Pay out & Retirement	\$78,000.00	\$5,158.80	5005	\$74,427.60	6.61%
Mo Lagers Expense 13.8%	\$218,900.00	\$15,465.20	5006	\$140,489.55	7.06%
Interest Expense	\$0.00	\$0.00	5030		#DIV/0!
Workman's Comp	\$75,000.00	\$7,978.00	5040	\$59,743.97	10.64%
Fleet/Mail/Liab Ins. Bond	\$72,000.00	\$75,170.00	5041	\$68,897.00	104.40%
Accident/Health Insurance	\$4,000.00	\$3,519.67	5044	\$3,484.33	87.99%
Rent/Lease	\$2,500.00	\$0.00	5050	\$1,653.50	0.00%
Legal/ Accounting	\$26,000.00	\$541.11	5060	\$29,486.62	2.08%
Administration Expense	\$8,500.00	\$3,605.35	5070	\$7,124.75	42.42%
Election Expense	\$3,500.00	\$0.00	5080	\$119.00	0.00%
Advertising Expense	\$500.00	\$0.00	5090		0.00%
Fuel & Oil	\$53,000.00	\$3,133.33	5100	\$37,920.64	5.91%
Fleet Repair	\$35,000.00	\$722.73	5110	\$34,843.39	2.06%
Building Repair/Maintenance	\$12,500.00	\$730.69	5135	\$13,533.00	5.85%
Medical & Operating Exp ***	\$70,000.00	\$6,662.33	5120	\$69,761.62	9.52%
Office Supplies	\$12,500.00	\$1,477.31	5130	\$11,959.66	11.82%
Technical Support	\$29,000.00	\$12,386.98	5131	\$20,193.11	42.71%
H.S.A. Expense	\$7,500.00	\$114.00	5025	\$5,888.16	1.52%
Utilities	\$22,000.00	\$1,499.10	5140	\$16,075.93	6.81%
Telephone/Cell	\$8,500.00	\$642.49	5150	\$8,282.05	7.56%
Dues & Subscriptions	\$800.00	\$0.00	5180	\$1,098.00	0.00%
Laundry	\$2,500.00	\$0.00	5190	\$168.00	0.00%
Radios/Repairs Maint	\$4,300.00	\$1,107.50	5220	\$3,729.00	25.76%
Collection Expense	\$4,500.00	\$0.00	5290	\$4,301.01	0.00%

Miscellaneous Expense	\$3,500.00	\$435.20	5280	\$2,109.42	12.43%
2022 Ambulance Budget Continued					
	2022	2022 Actual	ACCT	2021 Actual	Percentage
New Ambulance/van	\$150,000.00	\$0.00	5115	\$0.00	0.00%
Bad Debt Allowance	\$260,000.00	\$21,711.54	5250	\$263,383.95	8.35%
Dispatching Expense	\$75,000.00	\$0.00	5105	\$71,765.00	0.00%
*New Rescue Equipment	\$110,000.00	\$0.00	5117	\$38,546.43	0.00%
Pat Van Expenditures	\$40,000.00	\$2,967.01	N/A	\$41,515.25	7.42%
GEMT Expense	\$67,500.00	\$0.00	0	\$67,458.08	0.00%
Promotional items	\$1,000.00	\$0.00	5285	\$54.98	0.00%
Total	\$3,117,650.00	\$294,495.50		\$2,560,542.83	9.45%
2022 Training Expense Detail					
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Instructor's Training Wages *	\$9,000.00	\$0.00	5300	\$56.53	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	\$152.89	5301	\$3,000.00	3.06%
Mandatory classes,	\$4,200.00	\$0.00	5305	\$1,657.56	0.00%
CE Empl.Wages 5303 &5370		\$58.32	5303	\$7,939.34	
Employee CE Elective	\$17,750.00	\$0.00	5370	\$6,865.99	0.33%
Guest Instructor Wages	\$3,000.00	\$0.00	5340	\$575	0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$0.00	5302	\$2,166.78	0.00%
1st responder Refresher Wages	\$800.00	\$0.00	5304	\$889.53	0.00%
Training Equipment/Maintenance	\$6,000.00	\$0.00	5310	\$4,616.74	0.00%
Training Books/Office expense	\$1,000.00	\$0.00	5331		0.00%
Training Miscellaneous/24-7	\$1,600.00	\$216.00	5380	\$999.23	13.50%
New EMD Training	\$3,000.00	\$0.00	5106		0.00%
Medical Director & Guest Instructor	\$1,500.00	\$0.00	5385	\$100.00	0.00%
EMD CEU Training	\$1,500.00	\$0.00	5107		0.00%
Training Supplies	\$2,500.00	\$390.00	5320	\$1,983.53	15.60%
Total	\$60,150.00	\$817.21		\$30,850.23	1.36%
2022 Wheel Chair Budget					
	2022	2022 Actual	ACCT	2021 Proj	
w/c Actual Charges	\$25,000.00	\$1,574.40	4009	\$19,360.70	6.30%
Knights Pat Van	\$3,500.00	\$160.00	4008	\$2,760.00	4.57%
Contribution					
Total	\$28,500.00	\$1,574.40		\$22,120.70	5.52%
2022 Wheel Chair Expenditures					
Salaries	\$32,500.00	\$2,937.01	5009	\$30,956.52	9.04%
Overtime	\$1,200.00	\$0.00	5019	\$145.41	0.00%
Payroll FICA W Amb	\$2,600.00	\$0.00			0.00%
Repairs/Maint	\$3,500.00	\$0.00	5129	\$4,936.87	0.00%
Fuel & Oil	\$4,000.00	\$0.00	5109	\$5,278.61	0.00%
New Equipment	\$500.00	\$0.00	5119	4.84	0.00%
Advertisement	\$50.00	\$30.00	5099	\$193.00	60.00%
Total	\$44,350.00	\$2,967.01		\$41,515.25	6.69%
less FICA	\$41,750.00	\$2,967.01		\$41,515.25	