

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

August 10th, 2022

The tape recorder is being used as a tool and is erased after minutes are transcribed.

Board members Present:

Board Members Absent:

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

July 13, 2022

7:00 pm

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

Board members Absent: Giesken was absent.

Introduction of Guests: None present.

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

Report from Burlington Junction Rescue Squad: Nothing to report, there seems to be more people coming to calls.

Report from Hopkins Rescue Squad: Nothing to report.

Report from Ravenwood Rescue Squad: Nothing to report.

Report from Tri-C Rescue Squad: McQueen had quotes for a Sawzall , tool only. Maryville Tool- \$249, Home Depot- \$249, and Maryville Lumber- \$229. Shipps made the motion to purchase from Maryville Lumber and Sparks seconded the motion. Snodderley called for a vote. Sparks, yea, Allen, yea, Rickabaugh, yea, Shipps, yea and Snodderley yea. Motion carried.

Report from Maryville Rescue Squad: They have used the LUCAS device twice in the previous month.

Presentation of Treasurer's Report: Sparks states there are no changes currently.

Presentation of bills to be paid: The bills to be paid were presented.

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

Director of Operations Report: Florea started his report by informing the board members that there will be a closed session for evaluation for Jared McQueen and to move item 4 to closed as it deals with confidential information.

Item two was to inform the board members that the sales tax payment for the month was \$129,947.83, which is .86% more than 2021.

Item three was to inform the board members the rescue truck is not completed and there have been some delays in getting it completed. The current time frame is to have it finished by the first part of August and hoping to have it on the road by the end of August.

Item four was moved to closed session.

Item five was to discuss the paramedic agreement. Bobbi Sprague is asking for help with her classes. Discussion held. Shipps made the motion to approve the \$6,500 amount for paramedic class and Sparks seconded the motion.

Item six was to inform the board that he had purchased the LED lightbulbs and will be replacing them in certain places. The rebate of \$4 for bulbs will be taken off the bill from where they were purchased.

Item seven was to discuss the scheduling piece to ESO. Florea has been looking at some scheduling programs and would like to table this until he gathers more information on other programs.

McQueen brought a problem to the board. When using the LUCAS device, the King vision laryngoscope is in the way, and it is difficult to use. He reached out to the sales rep from Quad Med, Inc and they sent a scope to allow the employees to use it and get a feel. The rep also has been available for consults as well. The quotes were from Quad Med for six laryngoscopes, \$8,709.45 and from Life Assist \$8,245.50. After a discussion, Allen made the motion to go with the bid from Quad Med and Shipps seconded the motion. Snodderley called for a vote. Sparks, yea, Allen, yea, Rickabaugh, yea, Shipps, yea and Snodderley yea. Motion carried.

Business Manager's Report: Item one was to inform the board members that timing issues have been a major cause of difference in the accounts receivable and the current difference is \$68.74.

Lager has no time frame for the audit to begin.

Training Managers Report: Item one was to inform the board that Wheeler will be teaching the LUCAS and splints at Skidmore on July 15th and need to find time for Burlington Junction for the splints.

Item two was to inform the board members that she will be attending a webinar with EMS1 about different packages for teaching CEU's as well as training plans.

Item three was to inform the board members that Bryan Williams is doing CPR for dispatch, and it was split into two classes.

Item four was to inform the board members she was having a meeting with Lori Tally from the Vo-Tech about EMT classes. The class could be held here at the district or at the school, she will have more information after the discussion.

Mercer also stated that she would like to have a paramedic class in the future, as there are none close.

Item five was to discuss tracking program and she will discuss this further with Florea. This will be tabled until a later date.

Employee Concerns: Paramedic Wheeler presented that she is interested in getting an APP for phones that would hold the district's protocols and be able to be updated as needed, she had spoken with McQueen about it, and he did not get any quotes on it yet. This will be further researched.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$13,180.29 and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh yea, Shipps, yea, Sparks, yea, Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$10,171.58 and Rickabaugh seconded motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Snodderley yea. Motion carried

Old Business: None brought to board.

New Business: None brought to the board.

Recess: Sparks made the motion to recess and go into closed session and Shipps seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Snodderley, yea. Motion carried. Recess began at 7:45.

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

Open session starts at 8:07

Allen made the motion to grant Jared McQueen a merit raise of twenty-one cents and a performance incentive of \$787.50 and Shipps seconded the motion. Snodderley called for a vote. Sparks, yea, Allen, yea, Rickabaugh, yea, Shipps, yea and Snodderley yea. Motion carried.

Florea is to handle the hardship request case, no vote taken.

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

Adjournment at 8:10 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

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

2022 BUDGET AS OF JUNE 30, 2022

	2022	2022 Actual	ACCT	2021 Actual	Percentage
Revenues			#		
Ambulance Receivable	\$1,300,000.00	\$655,972.67	4000	\$1,261,156.45	50.46%
Surtax	\$27,000.00	\$39,201.32	4150	\$36,528.19	145.19%
CPR Card Revenue 2617.48	\$2,000.00	\$748.50	4380	\$1,205.00	37.43%
Misc. Income(zoll refund)	\$2,500.00	\$118,230.10	4730	\$60,197.57	4729.20%
Bad Debt Income	\$10,000.00	\$4,707.52	4010	\$17,825.86	47.08%
Interest Income	\$25,000.00	\$9,403.00	4720	\$27,894.88	37.61%
Sales tax income	\$1,350,000.00	\$675,994.39	4105	\$1,414,535.10	50.07%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710		#DIV/0!
Knights van Revenues		\$920.00	4008	\$2,760.00	#DIV/0!
Pat Van Revenues	\$25,000.00	\$8,697.90	4009	\$19,360.70	34.79%
FRA FUNDS/GEMT	\$120,000.00	\$45,533.44	4300	\$208,524.00	37.94%
Total	\$2,861,500.00	\$1,559,408.84		\$3,049,987.75	54.50%
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Salaries	\$1,100,000.00	\$490,883.47	5000	\$946,239.93	44.63%
Overtime	\$230,000.00	\$102,522.67	5001	\$218,327.96	44.58%
Special Performance Benefit	\$13,500.00	\$7,453.50	5003	\$12,342.50	55.21%
Rescue/Training Budget	\$60,150.00	\$11,630.49	5300	\$30,850.23	19.34%
Payroll FICA	\$100,000.00	\$49,933.63	5010	\$98,652.26	49.93%
Unemployment Taxes	\$1,500.00	\$0.00	5015	\$234.07	0.00%
Employee Benefits	\$150,000.00	\$87,728.11	5020	\$152,382.88	58.49%
Longevity Pay	\$4,500.00	\$2,960.00	5021	\$3,500.00	65.78%
Health. Ins. Pay out & Retirement	\$78,000.00	\$24,691.80	5005	\$74,427.60	31.66%
Mo Lagers Expense 13.8%	\$218,900.00	\$576,871.14	5006	\$140,489.55	263.53%
Stipends	\$0.00	\$2,850.00	5008		#DIV/0!
Workman's Comp	\$75,000.00	\$30,473.70	5040	\$59,743.97	40.63%
Fleet/Mail/Liab Ins. Bond	\$72,000.00	\$75,405.00	5041	\$68,897.00	104.73%
Accident/Health Insurance	\$4,000.00	\$3,519.67	5044	\$3,484.33	87.99%
Rent/Lease	\$2,500.00	\$1,920.00	5050	\$1,653.50	76.80%
Legal/ Accounting	\$26,000.00	\$3,893.64	5060	\$29,486.62	14.98%
Administration Expense	\$8,500.00	\$13,486.03	5070	\$7,124.75	158.66%
Election Expense	\$3,500.00	\$0.00	5080	\$119.00	0.00%
Advertising Expense	\$500.00	\$220.00	5090		44.00%
Fuel & Oil	\$53,000.00	\$29,565.24	5100	\$37,920.64	55.78%
Fleet Repair	\$35,000.00	\$10,150.55	5110	\$34,843.39	29.00%
Building Repair/Maintenance	\$12,500.00	\$4,255.92	5135	\$13,533.00	34.05%
Medical & Operating Exp ***	\$70,000.00	\$40,184.71	5120	\$69,761.62	57.41%
Office Supplies	\$12,500.00	\$6,984.05	5130	\$11,959.66	55.87%
Technical Support	\$29,000.00	\$14,621.87	5131	\$20,193.11	50.42%
H.S.A. Expense	\$7,500.00	\$661.20	5025	\$5,888.16	8.82%
Utilities	\$22,000.00	\$8,872.61	5140	\$16,075.93	40.33%
Telephone/Cell	\$8,500.00	\$3,994.73	5150	\$8,282.05	47.00%
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	\$4,238.90	5220	\$3,729.00	98.58%
Collection Expense	\$4,500.00	\$893.76	5290	\$4,301.01	19.86%

Miscellaneous Expense	\$3,500.00	\$3,125.42	5280	\$2,109.42	89.30%
2022 Ambulance Budget Continued					
	2022	2022 Actual	ACCT	2021 Actual	Percentage
New Ambulance/van	\$150,000.00	\$144,158.05	5115	\$0.00	96.11%
Bad Debt Allowance	\$260,000.00	\$130,804.68	5250	\$263,383.95	50.31%
Dispatching Expense	\$75,000.00	\$37,500.00	5105	\$71,765.00	50.00%
*New Rescue Equipment	\$110,000.00	\$74,623.07	5117	\$38,546.43	67.84%
Pat Van Expenditures	\$40,000.00	\$20,559.97	N/A	\$41,515.25	51.40%
GEMT Expense	\$67,500.00	\$36,628.52	5112	\$67,458.08	54.26%
Promotional items	\$1,000.00	\$0.00	5285	\$54.98	0.00%
Total	\$3,117,650.00	\$2,058,266.10		\$2,560,542.83	66.02%
2022 Training Expense Detail					
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Instructor's Training Wages *	\$9,000.00	\$48.18	5300	\$56.53	0.54%
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	\$1,708.25	5301	\$3,000.00	34.17%
Mandatory classes,	\$4,200.00	\$1,183.70	5305	\$1,657.56	28.18%
CE Empl.Wages 5303 &5370		\$823.31	5303	\$7,939.34	
Employee CE Elective	\$17,750.00	\$400.00	5370	\$6,865.99	6.89%
Guest Instructor Wages	\$3,000.00	\$0.00	5340	\$575	0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$4,209.35	5302	\$2,166.78	155.90%
1st responder Refresher Wages	\$800.00	\$1,635.56	5304	\$889.53	204.45%
Training Equipment/Maintenance	\$6,000.00	\$74.80	5310	\$4,616.74	1.25%
Training Books/Office expense	\$1,000.00	\$0.00	5331		0.00%
Training Miscellaneous/24-7	\$1,600.00	\$554.34	5380	\$999.23	34.65%
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	\$993.00	5320	\$1,983.53	39.72%
Total	\$60,150.00	\$11,630.49		\$30,850.23	19.34%
2022 Wheel Chair Budget					
	2022	2022 Actual	ACCT	2021 Proj	
w/c Actual Charges	\$25,000.00	\$8,697.90	4009	\$19,360.70	34.79%
Knights Pat Van	\$3,500.00	\$920.00	4008	\$2,760.00	26.29%
Contribution					
Total	\$28,500.00	\$8,697.90		\$22,120.70	30.52%
2022 Wheel Chair Expenditures					
Salaries	\$32,500.00	\$18,369.29	5009	\$30,956.52	56.52%
Overtime	\$1,200.00	\$54.77	5019	\$145.41	4.56%
Payroll FICA W Amb	\$2,600.00	\$0.00			0.00%
Repairs/Maint	\$3,500.00	\$890.55	5129	\$4,936.87	25.44%
Fuel & Oil	\$4,000.00	\$1,215.36	5109	\$5,278.61	30.38%
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	\$20,559.97		\$41,515.25	46.36%
less FICA	\$41,750.00	\$20,559.97		\$41,515.25	