

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

July 14th, 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

June 9th, 2021

7:00 pm

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

Board members Absent: None.

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 and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Report from Burlington Junction Rescue Squad: All is fine. Some paging issues. The members wanted to thank the board members and the staff for the EMS week goodies.

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

Report from Ravenwood Rescue Squad: The driving class was discussed as there are several new members that will need the classes. Pat Greife will set up time when it will be held. The members wanted to thank the board members and the staff for the EMS week goodies.

Report from Tri-C Rescue Squad: All is fine. Thanks for the EMS Goodies.

Report from Maryville Rescue Squad: All is good. Thanks for the EMS Goodies.

Presentation of Treasurer's Report: There was a discussion about the low interest rates in the various banks and where and what to do with the CD's that are coming due soon. After discussing the rates, the next CD will be turned to Farmer's State Bank for 36- month at .6%.

Presentation of Bill's to be paid: The bills to be paid were presented. Allen made the motion to pay the bills Rickabaugh 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 Dan Noland and for Bill Florea, Director.

Item two was to inform the board members that the sales tax payment of \$147,371.30 was entered, and that is an increase of 8.06 % over 2020 monies.

Item three was to inform the board members that the call volume has fluctuated in the past four months. January and February were up, March was down, and April was up, and May was up by almost 11%.

Item four was to inform the members that a full time EMT was hired and she is doing her training and orientation. He would like to hire 2-3 more EMT's as part time help, to fill the void.

Item five was to inform the board members about the generator and the problems that have been caused by the gas supply. He discussed the ways the generator would not turn on during colder months, and the solution was to increase the size of the regulator. Giest Heating has already changed the size and increased the pressure which should relieve the problem.

Item six was to inform the board members that the F550 and box has been ordered with a deposit put on the box, some other items have been ordered as week and will be here until they are needed to be installed. So far approximately \$97,275.18 in parts have been ordered.

Item seven was to inform the board that unit 134 was involved in a minor accident, a car backed into the back bumper. The bumper had minimal damage and was fixed at the ambulance base.

Item eight was to inform the board members there are paging issues for parts of the county. Some people can't get the pages in Clearmont , Ravenwood, Conception Junction or if they are working in a metal building. Florea discussed the active 911 and another tool that could be used to send pages out on cell phones. There was a discussion held and Florea is to get with Ernie at Midwest Mobile to talk about some options as well. He will report back at the next meeting.

Business Manager's Report: Item one was to inform the board members that the accounts receivable is not correct due to the fact that collections had not been sent until June and it caused vast problems in the files, and it may effect June as well. Lager did trace all payments and write offs and charges. She is still working with ESO on the difference in the reports.

Item two was to inform the board members that the GEMT payment was sent to the state for the cost of \$67,458.08, and the payment back to the district will be made by the end of the month and it will be \$196,104.38. The savings to the district by having the report done in house was approximately \$58,831. That gives the district more money to use by having Lager do the majority of the reporting figures.

Item three was to inform the board members that the year end audit for work comp has been started. The districts year ends on May 16th and the new year starts on May 17th. The work comp payments must be split between the two periods and that would be the reason there are two payments on the same day to Missouri Mutual Employer.

Item four was to inform the board members that the 2020 audit has begun and the majority of the fact finding has been finished, the auditor will have to spend time on the LAGER'S reports as well as discovery and doing the research for management.

Training Managers Report: Item one was to inform the board members that the EMT quarterly class cancelled and may be having it in July, depending on interest.

Item two was to inform the board members that June 10th is the quarterly CPR class.

Item three was to inform the board members that there is a Missouri EMS Conference Expo August 3-6 and he and Jill Nielson will be attending. The conference is in St. Charles.

Employee Concerns: Lager asked about the bids for lawn care and snow removal. The current mowing company is doing a fair job, but there needs to be more attention to how the grass is cut. There was a discussion held.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$9,448.61 and 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 \$21,18040 and Rickabaugh seconded motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Shipps, yea and Snodderley yea. Motion carried.

Old Business: None brought to the board.

New Business: None brought to the board.

Recess: Snodderley made the motion to go into closed session and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Shipps, yea and Snodderley yea. Motion carried. Closed session begins at 8:20 pm.

Open session: Allen made the motion to go into open session 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.

Open session started at 9:00.

Giesken made the motion to grant Dan Noland a performance incentive of \$600 and a longevity of \$300 and to grant Bill Florea a performance incentive of \$750 and a longevity of \$800, and Allen seconded the motion. 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 9:02 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

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

2021 Budget As of 005/31/2021					
	2021	2021 Actual	ACCT	2020	Percentage
Revenues			#	Actual	
Ambulance Receivable	\$1,061,000.00	\$518,392.51	4000	\$1,119,890.78	48.86%
Surtax	\$25,000.00	\$33,326.82	4150	\$28,270.20	133.31%
CPR Card Revenue 2617.48	\$2,200.00	\$440.00	4380	\$437.00	20.00%
Misc. Income(zoll refund)	\$2,500.00	\$17,609.56	4730	\$40,190.65	704.38%
Bad Debt Income	\$6,000.00	\$6,103.66	4010	\$12,204.03	101.73%
Interest Income	\$35,000.00	\$11,514.20	4720	\$47,119.25	32.90%
Sales tax income	\$1,100,000.00	\$522,321.12	4105	\$1,326,042.73	47.48%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710	\$92,335.48	0.00%
Knights	\$3,500.00	\$880.00	4008	\$3,110.00	25.14%
Pat Van Revenues	\$25,000.00	\$7,904.30	4009	\$16,776.87	31.62%
FRA FUNDS/GEMT	\$130,000.00	\$2,494.45	4300	\$169,817.42	1.92%
Total	\$2,390,200.00	\$1,120,986.62		\$2,856,194.41	46.90%
Expenditures	2021	2021 Actual	ACCT	2020	Percentage
Salaries	\$933,600.00	\$380,554.97	5000	\$901,882.33	40.76%
Overtime	\$185,000.00	\$92,853.61	5001	\$192,888.29	50.19%
Special Performance Benefit	\$13,200.00	\$5,805.00	5003	\$11,385.00	43.98%
Rescue/Training Budget	\$59,400.00	\$14,428.69	5300	\$29,354.80	24.29%
Payroll FICA	\$96,000.00	\$40,742.55	5010	\$94,535.04	42.44%
Unemployment Taxes	\$1,700.00	\$234.07	5015	\$707.22	13.77%
Employee Benefits	\$137,000.00	\$56,888.32	5020	\$142,814.95	41.52%
Longevity Pay	\$4,700.00	\$1,260.00	5021	\$4,140.00	26.81%
Health. Ins. Pay out & Retirement	\$93,500.00	\$34,559.40	5005	\$91,332.30	36.96%
Mo Lagers Expense 4.8%	\$71,100.00	\$44,868.05	5006	\$58,205.93	63.11%
Interest Expense	\$0.00	\$0.00	5030	\$0.00	0.00%
Workman's Comp	\$72,000.00	\$25,865.87	5040	\$66,879.23	35.92%
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	\$1,565.50	5050	\$1,960.61	78.28%
Legal/ Accounting	\$26,000.00	\$14,251.36	5060	\$4,957.51	54.81%
Administration Expense	\$6,200.00	\$6,772.50	5070	\$5,062.61	109.23%
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	\$13,870.81	5100	\$22,704.25	46.24%
Fleet Repair	\$22,000.00	\$11,898.29	5110	\$21,581.59	54.08%
Building Repair/Maintenance	\$12,500.00	\$6,095.62	5135	\$10,997.80	48.76%
Medical & Operating Exp ***	\$59,000.00	\$26,963.33	5120	\$88,143.19	45.70%
Office Supplies	\$19,000.00	\$4,682.05	5130	\$16,072.45	24.64%
Technical Support	\$29,000.00	\$13,730.58	5131	\$28,419.64	47.35%
H.S.A. Expense	\$7,000.00	\$2,588.76	5025	\$0.00	0.00%
Utilities	\$22,000.00	\$6,163.70	5140	\$16,599.99	28.02%
Telephone/Cell	\$7,100.00	\$3,619.63	5150	\$6,971.37	50.98%
Dues & Subscriptions	\$600.00	\$0.00	5180	\$573.00	0.00%
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	\$1,422.19	5290	\$2,553.74	47.41%
Miscellaneous Expense	\$3,200.00	\$654.62	5280	\$3,626.04	20.46%

2021 Ambulance Budget Continued					
	2021	2021	ACCT	2020 proj	Percentage
New Ambulance/van	\$48,750.00	\$0.00	5115	\$221,907.68	5.31%
Bad Debt Allowance	\$180,000.00	\$103,587.97	5250	\$229,289.48	57.55%
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	\$12,524.56	N/A	\$37,012.34	32.07%
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	\$1,101,775.47		\$2,535,336.14	45.81%
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	\$1,547.33	5301	\$2,136.90	30.95%
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	\$725.00	5370	\$15,473.50	27.65%
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	\$475.00	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	\$14,428.69		\$29,354.80	24.29%
2021 Wheel Chair Budget					
	2021	2021 Actual	ACCT	2020	
w/c Actual Charges	\$25,000.00	\$7,904.30	4009	\$16,776.87	31.62%
Knights Pat Van	\$3,500.00	\$880.00	4008	\$3,110.00	25.14%
Contribution					
Total	\$28,500.00	\$8,784.30		\$19,886.87	30.82%
2021 Wheel Chair Expenditures					
Salaries	\$31,500.00	\$12,293.83	5009	\$30,847.81	39.03%
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	\$2,500.00	\$85.32	5129	\$1,861.05	3.41%
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	\$12,524.56		\$37,012.34	30.14%
less FICA	\$39,050.00	\$12,524.56		\$34,510.79	