

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

July 13th, 2022

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

June 8, 2022

7:00 pm

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

Board members Absent: Rickabaugh was absent.

Introduction of Guests:

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

Report from Burlington Junction Rescue Squad: Nothing to report

Report from Hopkins Rescue Squad: Nothing to report.

Report from Ravenwood Rescue Squad: Nothing to report.

Report from Tri-C Rescue Squad: It was reported that training on Lucas and new splints was Monday June 6, 20. Would like to purchase a battery operated Sawzall. Cost was discussed and it was thought to be around \$200. This was tabled to Jared McQueen was present to discussed.

Report from Maryville Rescue Squad: No Report

Presentation of Treasurer's Report: Sparks commented no change.

Presentation of bills to be paid: The bills to be paid were presented. There was a question and discussion of Account 4730. Why was it so high? Schmitz said that during closed session she would look it up and bring back when session opened back up. Sparks made the motion to pay the bills Shipps seconded the motion. Snodderley called for a vote. Sparks, yea, Allen, yea, Giesken, yea, Shipps, yea and Snodderley yea. Motion carried.

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 evaluations of Dan Noland, Timaley Rich and Bill Florea.

Item two was to inform the board members that the sales tax payment for the month was \$125,665.72, which is an increase of 0.9485% from the previous year and 9.0919% above 2020.

Item three was to inform the board members that Darin Lane Huitt was released from probation.

Item four was to inform the board that new rescue truck cam in at Tri-State and was received on 6/2/2022. Florea is taking it to Cresco IA to get rescue body mounted on 6/10/2022. Anticipated to go into service sometime in July.

Item five was to inform the board members PTO as an option to the current vacation and sick time. Shipps presented some information she had found. Shipps had not gotten a chance to meet with auditor to ask questions of. Need to discuss PTO with our legal counsel about what the state of Missouri laws says about PTO. Committee will try to meet to discuss PTO options.

Item six was to inform the board that 2 full time Paramedics have been hired. Becky Mercer and Mike Mercer. 1 EMT, full time, Bobbie Sprague. C shift will be starting back up 6/9/2022. PRN Rick Smail on the Pat Van hired.

Becky Mercer was hired as our Training Manager as of 7/1/2022.

Item seven was to inform the board members Dan and Pat would like to carry over some vacation time they have left. Policy as of now is that left over vacation is paid out after anniversary date. Shipps made motion to follow this policy and pay out vacation. Discussion, Allen thought that it should be allowed to carry over but must be used before end of Dec 2022. Motion remained and Giesken seconded. Snodderley called for a vote. Allen, no, Giesken, yea, Shipps, yea, Sparks, yea, Snodderley, yea, motion carried.

Item eight was to inform the board members Hardship Request, will be discussed during closed session.

Item nine was to inform the board that we would like to order another pallet of 911 signs to be used in the county. Allen made motion to purchase another pallet, Sparks second. Snodderley called for a vote, Allen, yea, Giesken, yea, Shipps, yea, Sparks, yea, Snodderley, yea. Motion carried.

Business Manager's Report: No report

Training Managers Report: Item one was to inform the board members that Quarterly CPR was June 9th. Pat and Morgan teaching.

Item two was to inform the board members that we have received the Lucas Devices and the Vacuum Splints. Employees trained on May 11th, 136 trained May 16th, 142 trained May 17th. 141 has training coming up in June, 141 and Skidmore do not have dates set at this time.

Item three was to inform the board members that July 1, 2022, will be his last day as Training Manager.

Employee Concerns: Paramedic Wheeler presented that she would like to do the Breast Cancer awareness shirts again this year. Would like permission of board to do this and those employees to be able to wear those shirts again. Last year \$2,434.00 was raised and donated to the St Francis Foundation. There was discussion on what funds were used for. Medic Wheeler stated that they had a new wig program for cancer patients. This donation was to help with that. Board members all agreed that shirts could be sold again for this.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$9,962.88 and Shipps seconded the motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Shipps, yea, Sparks, yea, Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$14,753.11 and Shipps seconded motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Shipps, yea, Sparks, yea, Snodderley yea. Motion carried

Old Business: None brought to board

New Business: Allen brought up that there are rebates that Evergy does to replace regular fixtures with LED fixtures. Would like to see what they can do and what the cost would be to replace all fixtures in building with LED fixtures. Florea said that he would check into this.

Allen asked about extra power cords for the Lucas Devices to be carried in the Ambulances incase something happens to batteries. Florea will check into the cost of these.

Recess: Snodderley made the motion to recess and go into closed session and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Shipps, yea, Sparks, yea, Snodderley, yea. Motion carried. Recess began at 8:21.

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

Open session starts at 8:45

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

Giesken made the motion to grant Dan Noland longevity of \$320 and a \$550.00 performance incentive, Timaley Rich a 14-cent merit raise and a performance incentive of \$400.00, and to grant Bill Florea a \$820.00 longevity and a performance incentive of \$425.00, and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Shipps, yea, Sparks, yea, Snodderley, yea. Motion carried.

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

Adjournment at 8:49 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

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

2022 BUDGET AS OF MAY 31, 2022

	2022	2022 Actual	ACCT	2021 Actual	Percentage
Revenues			#		
Ambulance Receivable	\$1,300,000.00	\$555,163.88	4000	\$1,261,156.45	42.70%
Surtax	\$27,000.00	\$39,149.85	4150	\$36,528.19	145.00%
CPR Card Revenue 2617.48	\$2,000.00	\$623.50	4380	\$1,205.00	31.18%
Misc. Income(zoll refund)	\$2,500.00	\$113,480.10	4730	\$60,197.57	4539.20%
Bad Debt Income	\$10,000.00	\$2,915.38	4010	\$17,825.86	29.15%
Interest Income	\$25,000.00	\$9,322.84	4720	\$27,894.88	37.29%
Sales tax income	\$1,350,000.00	\$550,328.67	4105	\$1,414,535.10	40.77%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710		#DIV/0!
Knights van Revenues		\$640.00	4008	\$2,760.00	#DIV/0!
Pat Van Revenues	\$25,000.00	\$6,308.40	4009	\$19,360.70	25.23%
FRA FUNDS/GEMT	\$120,000.00	\$45,333.81	4300	\$208,524.00	37.78%
Total	\$2,861,500.00	\$1,323,266.43		\$3,049,987.75	46.24%
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Salaries	\$1,100,000.00	\$414,375.35	5000	\$946,239.93	37.67%
Overtime	\$230,000.00	\$87,750.69	5001	\$218,327.96	38.15%
Special Performance Benefit	\$13,500.00	\$6,478.50	5003	\$12,342.50	47.99%
Rescue/Training Budget	\$60,150.00	\$11,041.82	5300	\$30,850.23	18.36%
Payroll FICA	\$100,000.00	\$42,314.41	5010	\$98,652.26	42.31%
Unemployment Taxes	\$1,500.00	\$0.00	5015	\$234.07	0.00%
Employee Benefits	\$150,000.00	\$74,823.48	5020	\$152,382.88	49.88%
Longevity Pay	\$4,500.00	\$1,820.00	5021	\$3,500.00	40.44%
Health. Ins. Pay out & Retirement	\$78,000.00	\$20,785.20	5005	\$74,427.60	26.65%
Mo Lagers Expense 13.8%	\$218,900.00	\$566,201.36	5006	\$140,489.55	258.66%
Stipends	\$0.00	\$2,350.00	5008		#DIV/0!
Workman's Comp	\$75,000.00	\$28,875.00	5040	\$59,743.97	38.50%
Fleet/Mail/Liab Ins. Bond	\$72,000.00	\$74,475.00	5041	\$68,897.00	103.44%
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	\$3,389.17	5060	\$29,486.62	13.04%
Administration Expense	\$8,500.00	\$13,107.03	5070	\$7,124.75	154.20%
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	\$21,043.59	5100	\$37,920.64	39.70%
Fleet Repair	\$35,000.00	\$6,773.58	5110	\$34,843.39	19.35%
Building Repair/Maintenance	\$12,500.00	\$3,792.89	5135	\$13,533.00	30.34%
Medical & Operating Exp ***	\$70,000.00	\$36,041.60	5120	\$69,761.62	51.49%
Office Supplies	\$12,500.00	\$5,472.58	5130	\$11,959.66	43.78%
Technical Support	\$29,000.00	\$14,162.90	5131	\$20,193.11	48.84%
H.S.A. Expense	\$7,500.00	\$547.20	5025	\$5,888.16	7.30%
Utilities	\$22,000.00	\$7,337.81	5140	\$16,075.93	33.35%
Telephone/Cell	\$8,500.00	\$3,342.39	5150	\$8,282.05	39.32%
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	\$748.76	5290	\$4,301.01	16.64%

Miscellaneous Expense	\$3,500.00	\$2,233.13	5280	\$2,109.42	63.80%
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	\$111,032.80	5250	\$263,383.95	42.70%
Dispatching Expense	\$75,000.00	\$18,750.00	5105	\$71,765.00	25.00%
*New Rescue Equipment	\$110,000.00	\$74,623.07	5117	\$38,546.43	67.84%
Pat Van Expenditures	\$40,000.00	\$17,209.83	N/A	\$41,515.25	43.02%
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	\$1,861,584.28		\$2,560,542.83	59.71%
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	\$948.09	5305	\$1,657.56	22.57%
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	\$3,856.29	5302	\$2,166.78	142.83%
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	\$11,041.82		\$30,850.23	18.36%
2022 Wheel Chair Budget					
	2022	2022 Actual	ACCT	2021 Proj	
w/c Actual Charges	\$25,000.00	\$6,308.40	4009	\$19,360.70	25.23%
Knights Pat Van	\$3,500.00	\$440.00	4008	\$2,760.00	12.57%
Contribution					
Total	\$28,500.00	\$6,308.40		\$22,120.70	22.13%
2022 Wheel Chair Expenditures					
Salaries	\$32,500.00	\$16,244.47	5009	\$30,956.52	49.98%
Overtime	\$1,200.00	\$44.81	5019	\$145.41	3.73%
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	\$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	\$17,209.83		\$41,515.25	38.80%
<i>less FICA</i>	<i>\$41,750.00</i>	<i>\$17,209.83</i>		<i>\$41,515.25</i>	