

Nodaway County Ambulance District
103 W Carefree Maryville, MO 64468
April 15th, 2020
7:00 pm

Join Zoom Meeting

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Meeting ID: 385 103 4621

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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: Assignment and Assumption Agreement,

New Business: Oath of office

Conflict of interest

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

March 11, 2020

7:00 pm

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

Board members Absent: No one was absent.

Introduction of Guests: None present.

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

Report from Burlington Junction Rescue Squad: There was a meeting held on the 8th of March and a discussion about purchasing a Lucas system and they recertified CPR as well for the 10 members who were due.

Report from Hopkins Rescue Squad: The PPE container was placed on the truck.

Report from Ravenwood Rescue Squad: Bryan Sobotka worked on the pump for the Jaws.

Report from Tri-C Rescue Squad: All is good.

Report from Maryville Rescue Squad: Nothing new to report.

Presentation of Treasurer's Report: There are two CD's that will be due before the end of the month. They will of course look for the best interest rates.

Presentation of Bill's to be paid: Bills were presented and there were a few that were not on the report that went out the previous Friday. These include the bill for the new transport ventilator as well as health insurance for employees. After reviewing the bills Rickabaugh made the motion to pay the bills and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

Revenue and Expenses: Lager stated there were two corrections that need to be made, account 5110 was overstated and should total \$5,572.70, as the cot maintenance was placed here instead of account 5131, which would bring that total to 21,284.46. The report stands with corrections.

Director of Operations Report: Item one was to inform the board members that there would be a closed session for employee evaluation for Jerry Lager, paramedic.

Item two was to inform the board members that there was an extra deposit to the sales tax for February of \$786.65 bringing the total for February to \$80,390.03. The sales tax deposit for March was \$115,004.81. This is an increase over 11% for the year.

Item three was to inform the board members that unit 131 was delivered to Lifeline and should be complete in 8-12 weeks.

Item four was to inform the board that the seven locks for the drug cabinets will need to be replaced as the current ones are not Windows 10 compatible. The bid for seven new locks, software and cables is \$2,960.15 from American Response Vehicle. Sparks made the motion to purchase the locks and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

Item five was to inform the board members that he attended the Joint 9-1-1 meeting that was held on March 3, 2020, and the City and County would like to use an Assignment and Assumption agreement to transfer the dispatching contract. Giesken made the motion to approve the contract and Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

Item six was to inform the board that there is a non-election in April, as both sub districts are running unopposed.

Item seven was to inform the board members that there were two PO's that were over the \$2,000 limit he has. There are both from Boundtree for medical supplies and PPE supplies that meet the CDC recommendations for the COVID-19.

Item eight was to discuss portable suction for the ambulances and rescue squads. Florea received two quotes for nine suction units. Life assist was \$550.00 per unit for a total of \$4,950.00 and Boundtree \$549.00 per unit for a total of \$4941.00. Allen made the motion to approve the bid from Boundtree for \$4,941.00 and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

Item nine was to inform the board members that the GEMT fees will need to be submitted before April 10th for a total of \$59,914.90, which includes the administrative fee of \$2,853.09. This will be done via an ACH transfer. The district will then receive a payment of \$164,197.39 back from GEMT no later than June 30, 2020.

Item ten was to inform the board members he had received the leave of absence request from Jubal Smith for the month of April, but he will only be taking half days off during this timeframe, so he will still be considered a fulltime employee and no changes to his insurance will need to be done. He also requested tentatively time off in the fall doing only half days as well. Allen made the motion to approve the request and Giesken seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

There was a hardship case presented to the board members and after reviewing the information given it was decided that the patient needs to start a payment plan and come back with a request in six months.

Business Manager's Report: Item one was to inform the board members that the accounts receivable is down to a difference of \$20.10 and she has found a few items that made up the difference the previous month.

Item two was to inform the board that the class of Cost Reporting has been postponed until a later date. Lager explained that even though the district was not chosen to participate this year, it was a good idea to learn the process and start it.

Item three was to remind the board members that the meeting in April will be a week later April 15th, due to the staff attending a conference.

Training Managers Report: Item one was to inform the board members that the EMR class is over and six people passed the class, and two others were remediated and have passed as well. This is the first time there has been this type of situation.

Item two was to inform the board members that the EMR refresher class will be held on March 14th, and so far, all EMR individuals that need it this year are planning on attending at this time. This means that the other classes may not be needed.

Item three was to inform the board members that the EVOC class is to be held on April 17th for classroom and the 18th will be the driving portion.

Item four was to inform the board members that the extrication class has not been set yet.

Item five was to inform the board members that the college EMR class is to begin on March 17th and there are NCAD instructors that will be assisting with that class.

Employee Concerns: None currently.

Medicaid/Medicare Adjustments: Rickabaugh made the motion to approve the adjustments of \$9,153.92 and Walk seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

Rickabaugh made a motion for invoices to be sent to collections for \$10,984.60 and Walk seconded motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried.

Old Business: Bryan Sobotka informed the board members that he had researched some ideas from the last meeting, and he mentioned that there was a Rescue truck that was examined prior to the meeting. He had gotten prices for emergency lighting as well as scene lighting for the rescue squads. He also has been talking with businesses that do the stripping on the rear of vehicles. He has several ideas and discussed them with the board members.

There are five rescue trucks that need to have upgrades.

After the discussion and various ideas Allen made the motion to put Chevron stripping on a unit and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried. The Ravenwood unit will be done with the Chevron stripes first.

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, Walk, yea and Snodderley yea. Motion carried. Recess at 8:35 pm.

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

Open session started at 8:44

Sparks made the motion to grant Jerry Lager a performance incentive of \$362.50 and a merit raise of 17 cents, and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Rickabaugh yea, Walk, 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, Rickabaugh yea, Walk, yea and Snodderley yea. Motion carried. Meeting ended at 8:46.

Recorded by LaRee Lager

Nodaway County Ambulance District

Signed: _____

Carrie Sparks, Secretary of the Board of Directors