

**Nodaway County Ambulance District Board
of Directors Meeting
103 W Carefree Maryville, MO 64468
April 14th, 2021**

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: Missouri Lager's amendment to L-6

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

March 10th, 2021

7:00 pm

Board Members Present: Snodderley, Giesken, Allen, Sparks, Shipps and Rickabaugh were all present, and the Zoom site was open to the public.

Board members Absent: No one was absent.

Introduction of Guests: Bryan Sobotka.

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

Report from Burlington Junction Rescue Squad: Herb Snodderley mentioned that there is some equipment they would like to purchase but was still being discussed.

Report from Hopkins Rescue Squad: No news.

Report from Ravenwood Rescue Squad: All good. See guest speaker Bryan Sobotka. Bryan Sobotka from Rescue 142 came to the meeting with some items to discuss with the board.

1. Volunteer appreciation. He would like to see some appreciation from the board to the volunteers that have stepped up in the community. Most have attended on calls even through the Covid 19 Pandemic. We don't want to leave them behind. Mr. Sobotka looked back at what items purchased in the county over the past few years for the rescue units and averaged the cost at \$200 per person. In the past we have purchased t-shirts, hoodies and had cookouts for responders. May 16-22 is national EMS week with the theme of "THIS IS EMS: Caring for Our Communities". Comment from McQueen was that he would like to see something done for employees also such as a t-shirt that they can wear during EMS week. Board members are to think of things they would like to do for volunteers and bring back to next meeting.
2. During the water rescue training held on April 28 a device was tried called an Arm Lock Rescue Device. This would be thrown to person being rescued whether it be a water rescue, grain bin rescue or something else. It is slid over your arm or leg, has a CO2 canister that would be activated, the portion over arm would expand to be a floating device. Has a rope attached to it and is attached to the victim being rescued, allows them to be pulled to safety. The device is contained in a small bag along with rope, device, and 20 co2 canisters. Cost is \$425 for each. Sparks made a motion to purchase one for each rescue truck unit. Shipps second. Snodderley called for a vote. Rickabaugh, yea, Allen, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried.
3. Lights for the rescue trucks. Mr. Sobotka did some checking on prices on lights that would help with the safety of the trucks when on rescue calls. PC 10 – Exterior Emergency lights, \$200.00 each x 8, Traffic

Advisor - \$400 each and 12-volt LED Flood Scene lights \$1500 x 2, were his suggestions for the county rescue trucks at a cost of \$5000. Mr. Sobotka also presented an estimate for a new single cab chassis and aluminum box for \$88,294.08. The some of the rescue trucks are getting older and squads are running out of room for supplies in current boxes on them. Would like to be looking to the future of getting started replacing them. Selling the old ones as they are replaced will help with the cost of them. Florea would like the board to start thinking of replacing a truck and putting lights on the rest of the rescue trucks. Lights can be taken off the old trucks and put on the new. Florea asked that Mr. Sobotka get a closer cost of truck with lights and sirens added. Allen questioned if Traffic Advisor lights were something that were really needed? It was decided that it was not needed, and it was suggested that at least the 2 flood lights and emergency lights for \$4600. Rickabaugh made a motion to update Ravenwood's rescue truck with lights to see if it works like wanting. Allen second. Mr. Sobotka volunteered to install lights at no cost to district. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried.

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

Report from Maryville Rescue Squad: Hurst E-Ram has been ordered. Water rescue training was held Feb 28 at Mozingo Lake, for Maryville and 142 Squad. Reported that the training went well. The new diving suit was used and reported to work great. Phil Rickabaugh commented that it was put into the City's budget to purchase another diving suit and would like the Ambulance board to consider purchasing another one. Current suits and getting holes and tears in them. Suits are approximately \$800.00.

Presentation of Treasurer's Report: Nothing to report. Interest rates are not changing.

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

Revenue and Expenses: Stands as presented.

Director of Operations Report: Bill Florea started his report by informing the board that there will be a closed session for Paramedic Jerry Lager annual evaluation.

Item two was to inform the board members that the sales tax revenue deposit was \$136,425.98 Jan - March which is an increase from 2020 of 7.58%.

Item three was to discuss the call volume for February 2021. The average calls per day for the previous years was 5.55 calls a day, at the end of February the average call volume was 6.19 per day. That is a 4.89% increase.

Item four was to inform the board members that Erin Keith EMT resigned her fulltime position, is remaining on as PRN. A PRN is taking the position but is unable to start until the end of, or after April.

Item five was to discuss the long-term planning situation; The current plan for building extends approximately 1 foot into a rainwater detention pond and 4 inches below the bottom of the drain tile. Met with Brock Pfof on

3/1/21 and said that this was not an issue. Plan is to possibly go through the safe to make entrance to new addition. The safe may or may not be reconstructed in another place. McQueen stated that USDA study did say they could get us 15% of our final project.

Item six was to inform the board members that additional holiday worst case scenario for a 24 hr shift would be \$25,563.78 and the average would be \$17,072.91. Sparks would like to see the entire leave policy before making a decision on giving an extra holiday.

Item seven was to inform the board members that Florea is still dealing with glove allotment. Our allotment was lowered by almost half. Currently now getting them from two vendors.

Item eight was to inform the board members that there is a general leave of absence request from Gerald Lager. Lager is wanting to sign on with FEMA to be able to help give mass Covid vaccine in Missouri. Will be approximately 14 days. Jubal Smith will be asking again for leave of absence. All agreed to approve Lager's request.

Item nine was to inform the board that Florea is looking to purchase new tires for ambulances. Have gotten three prices on tires. Looking to purchase 4 now and 4-6 later.

Business Manager's Report: No report from business manager.

Training Managers Report: Item one was to inform the board members that new CPR instructors Bryan Williams, Katie Spears and Gregg Dieringer have been added to the roster.

Item two was to inform the board members EMT quarterly will be held May 13th.

Item three was to inform the board members EMR class: Class started 3-9-21 at NWMSU. We send four students to join their class.

Item four was to inform the board members Paramedic Refresher Block 1 dates have been set: March 29 & 31, April 5,7,12, and 19; 1800-2200. Several outside guest instructors have been added.

Item five was to inform the board that the ACLS class will be held at the ambulance district on April 6th.

Item six was to inform the board that the EMR Refresher will be held on March 13th, 800-1600. If not all attend will be looking to add another class later in the year.

Employee Concerns: Nothing brought to the board.

Medicaid/Medicare Adjustments: Allen made the motion to adjust Medicare/Medicaid for the month of February, the amount of \$12,346.23 to be adjusted and Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried.

Allen made the motion for the collections for February in the amount of \$12,967.34 and Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried.

5. **Old Business:** Missouri Lagers Retirement Benefit plan change– Resolution #202101 was presented which changes the district’s current Missouri Lagers retirement benefit plan to the Missouri Lagers L-6 program and increases employees to a 6% contribution. The resolution read by Snodderley. Allen made the motion to accept the resolution. Shipps second. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried.

New Business: Rickabaugh brought to the boards attention the teamwork presented by two of our crews along with several volunteers in saving the life of an individual with CPR and medical intervention. This individual was released from the hospital. Rickabaugh would like to recognize these individuals publicly.

Recess: Snodderely made the motion to go into closed session and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried. Closed session began at 9:17 pm

Open Session: Allen made the motion to go into open session and Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried. Open session starts at 9:31

Giesken made the motion to grant Gerald Lager a performance incentive of \$362.50 and a .18 Merit, Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Giesken, yea, Snodderley, yea. Motion carried.

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

Meeting adjourned at 9:33 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

Signed: _____

Pat Giesken, Secretary of the Board of Directors

2021 Budget As of 02/28/2021					
	2021	2021 Actual	ACCT	2020	Percentage
Revenues			#	Actual	
Ambulance Receivable	\$1,061,000.00	\$193,195.04	4000	\$1,119,890.78	18.21%
Surtax	\$25,000.00	\$33,141.45	4150	\$28,270.20	132.57%
CPR Card Revenue 2617.48	\$2,200.00	\$80.00	4380	\$437.00	3.64%
Misc. Income(stimulus included)	\$2,500.00	\$1,047.90	4730	\$40,190.65	41.92%
Bad Debt Income	\$6,000.00	\$1,808.02	4010	\$12,204.03	30.13%
Interest Income	\$35,000.00	\$5,876.57	4720	\$47,119.25	16.79%
Sales tax income	\$1,100,000.00	\$191,315.84	4105	\$1,326,042.73	17.39%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710	\$92,335.48	0.00%
Knights	\$3,500.00	\$480.00	4008	\$3,110.00	13.71%
Pat Van Revenues	\$25,000.00	\$3,634.00	4009	\$16,776.87	14.54%
FRA FUNDS/GEMT	\$130,000.00	\$425.86	4300	\$169,817.42	0.33%
Total	\$2,390,200.00	\$431,004.68		\$2,856,194.41	18.03%
Expenditures	2021	2021 Actual	ACCT	2020	Percentage
Salaries	\$933,600.00	\$141,926.22	5000	\$901,882.33	15.20%
Overtime	\$185,000.00	\$31,623.10	5001	\$192,888.29	17.09%
Special Performance Benefit	\$13,200.00	\$1,337.50	5003	\$11,385.00	10.13%
Rescue/Training Budget	\$59,400.00	\$1,543.98	5300	\$29,354.80	2.60%
Payroll FICA	\$96,000.00	\$14,862.60	5010	\$94,535.04	15.48%
Unemployment Taxes	\$1,700.00	\$0.00	5015	\$707.22	0.00%
Employee Benefits	\$137,000.00	\$20,798.79	5020	\$142,814.95	15.18%
Longevity Pay	\$4,700.00	\$540.00	5021	\$4,140.00	11.49%
Health. Ins. Pay out & Retirement	\$93,500.00	\$14,074.20	5005	\$91,332.30	15.05%
Mo Lagers Expense 4.8%	\$71,100.00	\$10,440.57	5006	\$58,205.93	14.68%
Interest Expense	\$0.00	\$0.00	5030	\$0.00	0.00%
Workman's Comp	\$72,000.00	\$10,615.00	5040	\$66,879.23	14.74%
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	\$897.82	5060	\$4,957.51	3.45%
Administration Expense	\$6,200.00	\$980.00	5070	\$5,062.61	15.81%
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	\$4,082.79	5100	\$22,704.25	13.61%
Fleet Repair	\$22,000.00	\$8,981.28	5110	\$21,581.59	40.82%
Building Repair/Maintenance	\$12,500.00	\$2,004.95	5135	\$10,997.80	16.04%
Medical & Operating Exp	\$59,000.00	\$10,562.59	5120	\$88,143.19	17.90%
Office Supplies	\$19,000.00	\$1,607.91	5130	\$16,072.45	8.46%
Technical Support	\$29,000.00	\$12,552.95	5131	\$28,419.64	43.29%
H.S.A. Expense	\$7,000.00	\$406.08	5025	\$0.00	0.00%
Utilities	\$22,000.00	\$2,710.21	5140	\$16,599.99	12.32%
Telephone/Cell	\$7,100.00	\$1,763.46	5150	\$6,971.37	24.84%
Dues & Subscriptions	\$600.00	\$0.00	5180	\$573.00	0.00%
Laundry	\$2,500.00	\$84.00	5190	\$504.00	3.36%
Radios/Repairs Maint	\$3,400.00	\$1,052.50	5220	\$3,149.80	30.96%
Collection Expense	\$3,000.00	\$507.37	5290	\$2,553.74	16.91%
Miscellaneous Expense	\$3,200.00	\$200.05	5280	\$3,626.04	6.25%

2021 Ambulance Budget Continued					
	2021	2021	ACCT	2020 proj	Percentage
New Ambulance/van	\$48,750.00	\$0.00	5115	\$221,907.68	0.83%
Bad Debt Allowance	\$180,000.00	\$38,639.01	5250	\$229,289.48	21.47%
Dispatching Expense	\$71,766.00	\$0.00	5105	\$70,014.00	0.00%
*New Rescue Equipment		\$0.00	5117	\$24,701.73	0.00%
Pat Van Expenditures	\$39,050.00	\$5,047.13	N/A	\$37,012.34	12.92%
GEMT Expense	\$63,000.00	\$0.00	0	\$59,914.90	
Promotional items	\$1,000.00	\$0.00	5285	\$0.00	0.00%
Total	\$2,404,966.00	\$413,788.89		\$2,535,336.14	17.21%
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	\$445.15	5301	\$2,136.90	8.90%
Mandatory classes,	\$4,200.00	\$0.00	5305	\$2,037.66	0.00%
CE Empl.Wages 5303 &5370		\$456.30	5303	\$1,212.18	
Employee CE Elective	\$17,750.00	\$200.00	5370	\$15,473.50	3.70%
Guest Instructor Wages	\$3,000.00	\$0.00	5340	\$0.00	0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$0.00	5302	\$2,789.84	0.00%
1st responder Refresher Wages	\$800.00	\$0.00	5304	\$71.92	0.00%
Training Equipment/Maintenance	\$6,000.00	\$0.00	5310	\$0.00	0.00%
Training Books/Office expense	\$1,000.00	\$0.00	5331	\$0.00	0.00%
Training Miscellaneous/24-7	\$1,600.00	\$0.00	5380	\$2,359.06	0.00%
New EMD Training	\$3,000.00		5106		0.00%
Medical Director	\$1,500.00		5385	\$100.00	0.00%
EMD CEU Training	\$1,500.00		5107		0.00%
Training Supplies	\$2,000.00	\$386.00	5320	\$2,875.93	19.30%
Total	\$59,400.00	\$1,543.98		\$29,354.80	2.60%
2021 Wheel Chair Budget					
	2021	2021 Actual	ACCT	2020	
w/c Actual Charges	\$25,000.00	\$3,634.00	4009	\$16,776.87	14.54%
Knights Pat Van	\$3,500.00	\$480.00	4008	\$3,110.00	13.71%
Contribution					
Total	\$28,500.00	\$4,114.00		\$19,886.87	14.44%
2021 Wheel Chair Expenditures					
Salaries	\$31,500.00	\$4,961.81	5009	\$30,847.81	15.75%
Overtime	\$1,200.00		5019	\$116.94	0.00%
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	\$5,047.13		\$37,012.34	12.15%
less FICA	\$39,050.00	\$5,047.13		\$34,510.79	