

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

December 8rh, 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

November 10th, 2021

7:00 pm

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

Board members Absent: No one was absent.

Introduction of Guests: No one was present.

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

Report from Burlington Junction Rescue Squad: All is fine.

Report from Hopkins Rescue Squad: All is fine.

Report from Ravenwood Rescue Squad: All was fine.

Report from Tri-C Rescue Squad: McQueen informed the board members that four search lights have been purchased and the two light stands have been ordered.

Report from Maryville Rescue Squad: All is fine.

Presentation of Treasurer's Report: Sparks stated that under direction of the board members last month had put funds into two different CDs with Farmer's State Bank. One twelve-month CD and one twenty-four month CD. There will be two more CD's coming due in the next two months.

Presentation of Bill's to be paid: The bills to be paid were presented. Rickabaugh made the motion to pay the bills Shipps 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. The accounts that are currently over budgeted were highlighted in red. The budget will need to be adjusted in December.

Director of Operations Report: Florea started his report by informing the board members that there would be a closed session for evaluations of Jeff Hall and Morgan Wheeler.

Item two was to inform the board members that the sales tax payment for the month was \$94,629.59, this is an increase of 6.9% more from the same time in the previous year.

Item three was to inform the board members that the call volume is staying steady at 6.34 calls per day, which is above the previous year's call volume.

Item four was to inform the board that the paging issues seem to be working by using the E dispatch and the cell phones. He currently has no plans to do any of the previously discussed options.

Item five was to inform the board members that the experience modifier from the workers compensation is currently 0.76. Most companies of our type are at a 1 and since the district below the 1, there is a possible savings of \$20,799 a year. This is because the district pays the first \$1,000 of any claim and Florea would like to see that amount increased. Discussion was held and Allen made the motion to pay the first \$2,00 of any workers compensation claim and Giesken seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Shipps, yea, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Item six was to inform the board members that the Indeelift was not what the staff expected, and it would not be useful to the district to purchase. He has some other manual lift belts for the staff to try.

Item seven was to inform the board that he will place the advertisement in the papers for the two sub-district's that will be up for election in 2022. Subdistrict 2 and 5, which would be Giesken and Shipps. Filing time starts December 7th thru December 28th.

Item eight was to inform the board that the CMS mandate for having all employees vaccinated. There are several provisions in this mandate and there is an OSHA mandate as well. There are several pages of information and webinars being held. At his time there is no policy in place, but if the mandate is enforced the district will have to comply. This may affect some volunteers and current staff members. The board members will draft a policy at the time it is needed.

Item nine discussed the OSHA mandate and its impact.

Item ten was to inform that board members that the 2022 proposed budget is in the packet and will need to be reviewed and any changes made at the December meeting when it will need to be approved.

Item eleven was to discuss the proposed agreement for the years 2022, 2023 & 2024 with the City of Maryville for dispatching. The contract is for \$75,000 with a 3% increase yearly. There was a discussion held. Giesken made the motion to approve the contract and Snodderley seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Shipps, abstained, Giesken, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Item twelve was to inform he board members that Medicare has approved a 5.1% increase for inflation factor on charges but may reinstate the 2% sequestered money that was halted during the pandemic. The net total of inflation factor will average to 3.1% should that happen.

Item thirteen was to inform the board members that the 2022 chassis that is on order will not be built this year and there is a possibility that it may be changed to a 2023 chassis.

Item fourteen was to inform the board members that the insurance payout for those employees not taking the insurance needs to be set at 70% of the average cost, due to the extra expenses added to those wages.

Item fifteen was the dispatch agreement and had been approved.

Item sixteen is to inform the board that the rescue box is ready for the lights and Florea is thinking of taking them to the company.

Business Manager's Report: Item one was to inform the board members that the accounts receivable report has been corrected by ESO, and the balance is now \$124.03.

Item two was to inform the board members that surgery will now be the end of November and it should be an outpatient and she should be back in 2-4 days.

Item three was to inform the board that the audit is almost completed, and the auditor will provide them with a draft copy before the next meeting so she will be able to answer questions. She will be at the next meeting with the completed audit. Lager pointed out that there will be two audit charges on the 2021 budget. It is for the 2019 & 2020 audits.

Training Managers Report: Patrick Greife was not present, and Jared McQueen gave the report.

Item one was to inform the board members that six people were at the EMT/EMR class on October 6th.

Item two was to inform the board members that quarterly CPR is December 9th.

Item three was to inform the board that Maryville Fire has seven interested in EMR classes in the new year, there are two from Tri-C are and possibility of two from the Burlington Junction are. This means that the District will have the class at the ambulance base.

Employee Concerns: Jared McQueen had a couple requests from employees. The employees would like to have a Christmas party either December 11 or the 18th. All board members agreed to allow this to take place.

McQueen asked about doing a retirement celebration for Doug Greer. He was looking at the 18th, and the retirement items are being taken care of and he asked if Sparks would do the cake.

Dan Noland asked about the board's opinion on the Federal mandate that is to begin January 4th. There was a discussion held about how the district may handle the situation, and that at this time, no policy is in place, and if needed a special meeting can be called to address the situation.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$7,324.42 and Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipp, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$15, 698.39 and Giesken seconded motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipp, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Old Business: None brought to the board.

New Business: None brought to the board.

Recess: Allen made the motion to go into closed session and Shipps seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipps, Rickabaugh yea, and Snodderley yea. Motion carried. Closed session begins at 8:30 pm.

Allen left the meeting at 8:40.

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

Open session started at 9:20.

Giesken made the motion to grant Jeff Hall a performance incentive of \$662.50 and merit raise of 18 cents, and Morgan Wheeler a performance incentive of \$850.00 and a merit raise of 19 cents, and Shipps seconded the motion. Snodderley called for a vote. Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

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

Adjournment at 9:23 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

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

2021 Budget As of 10/31/2021					
	2021	2021 Actual	ACCT	2020	Percentage
Revenues			#	Actual	
Ambulance Receivable	\$1,061,000.00	\$1,048,155.47	4000	\$1,119,890.78	98.79%
Surtax	\$25,000.00	\$33,628.91	4150	\$28,270.20	134.52%
CPR Card Revenue 2617.48	\$2,200.00	\$1,045.00	4380	\$437.00	47.50%
Misc. Income(zoll refund)	\$2,500.00	\$17,994.08	4730	\$40,190.65	719.76%
Bad Debt Income	\$6,000.00	\$14,789.45	4010	\$12,204.03	246.49%
Interest Income	\$35,000.00	\$26,024.25	4720	\$47,119.25	74.36%
Sales tax income	\$1,100,000.00	\$1,169,451.25	4105	\$1,326,042.73	106.31%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710	\$92,335.48	0.00%
Knights	\$3,500.00	\$1,800.00	4008	\$3,110.00	51.43%
Pat Van Revenues	\$25,000.00	\$15,660.50	4009	\$16,776.87	62.64%
FRA FUNDS/GEMT	\$130,000.00	\$207,270.75	4300	\$169,817.42	159.44%
Total	\$2,390,200.00	\$2,535,819.66		\$2,856,194.41	106.09%
Expenditures	2021	2021 Actual	ACCT	2020	Percentage
Salaries	\$933,600.00	\$793,604.08	5000	\$901,882.33	85.00%
Overtime	\$185,000.00	\$189,817.65	5001	\$192,888.29	102.60%
Special Performance Benefit	\$13,200.00	\$10,830.00	5003	\$11,385.00	82.05%
Rescue/Training Budget	\$59,400.00	\$27,473.31	5300	\$29,354.80	46.25%
Payroll FICA	\$96,000.00	\$83,630.97	5010	\$94,535.04	87.12%
Unemployment Taxes	\$1,700.00	\$234.07	5015	\$707.22	13.77%
Employee Benefits	\$137,000.00	\$124,279.77	5020	\$142,814.95	90.72%
Longevity Pay	\$4,700.00	\$3,500.00	5021	\$4,140.00	74.47%
Health. Ins. Pay out & Retirement	\$93,500.00	\$63,483.90	5005	\$91,332.30	67.90%
Mo Lagers Expense 4.8%	\$71,100.00	\$116,219.94	5006	\$58,205.93	163.46%
Interest Expense	\$0.00	\$0.00	5030	\$0.00	0.00%
Workman's Comp	\$72,000.00	\$49,788.97	5040	\$66,879.23	69.15%
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	\$1,653.50	5050	\$1,960.61	82.68%
Legal/ Accounting	\$26,000.00	\$16,835.40	5060	\$4,957.51	64.75%
Administration Expense	\$6,200.00	\$6,881.75	5070	\$5,062.61	111.00%
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	\$31,756.71	5100	\$22,704.25	105.86%
Fleet Repair	\$22,000.00	\$30,570.92	5110	\$21,581.59	138.96%
Building Repair/Maintenance	\$12,500.00	\$7,908.11	5135	\$10,997.80	63.26%
Medical & Operating Exp ***	\$59,000.00	\$53,860.80	5120	\$88,143.19	91.29%
Office Supplies	\$19,000.00	\$10,090.51	5130	\$16,072.45	53.11%
Technical Support	\$29,000.00	\$19,294.15	5131	\$28,419.64	66.53%
H.S.A. Expense	\$7,000.00	\$4,949.10	5025	\$0.00	0.00%
Utilities	\$22,000.00	\$13,148.14	5140	\$16,599.99	59.76%
Telephone/Cell	\$7,100.00	\$6,902.85	5150	\$6,971.37	97.22%
Dues & Subscriptions	\$600.00	\$598.00	5180	\$573.00	99.67%
Laundry	\$2,500.00	\$168.00	5190	\$504.00	6.72%
Radios/Repairs Maint	\$3,400.00	\$3,612.50	5220	\$3,149.80	106.25%
Collection Expense	\$3,000.00	\$4,071.29	5290	\$2,553.74	135.71%
Miscellaneous Expense	\$3,200.00	\$1,308.83	5280	\$3,626.04	40.90%

2021 Ambulance Budget Continued					
	2021	2021	ACCT	2020 proj	Percentage
New Ambulance/van	\$48,750.00	\$0.00	5115	\$221,907.68	10.15%
Bad Debt Allowance	\$180,000.00	\$209,526.14	5250	\$229,289.48	116.40%
Dispatching Expense	\$71,766.00	\$53,824.00	5105	\$70,014.00	75.00%
*New Rescue Equipment		\$37,196.86	5117	\$24,701.73	0.00%
Pat Van Expenditures	\$39,050.00	\$30,953.42	N/A	\$37,012.34	79.27%
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	\$2,147,813.05		\$2,535,336.14	89.31%
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	\$2,736.47	5301	\$2,136.90	54.73%
Mandatory classes,	\$4,200.00	\$1,657.56	5305	\$2,037.66	39.47%
CE Empl.Wages 5303 &5370		\$7,939.34	5303	\$1,212.18	
Employee CE Elective	\$17,750.00	\$6,270.00	5370	\$15,473.50	80.05%
Guest Instructor Wages	\$3,000.00	\$0.00	5340	\$0.00	0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$2,094.80	5302	\$2,789.84	77.59%
1st responder Refresher Wages	\$800.00	\$889.53	5304	\$71.92	111.19%
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	\$999.23	5380	\$2,359.06	62.45%
New EMD Training	\$3,000.00		5106		0.00%
Medical Director & Guest Instructor	\$1,500.00	\$575.00	5385	\$100.00	0.00%
EMD CEU Training	\$1,500.00		5107		0.00%
Training Supplies	\$2,000.00	\$1,818.21	5320	\$2,875.93	90.91%
Total	\$59,400.00	\$27,473.31		\$29,354.80	46.25%
2021 Wheel Chair Budget					
	2021	2021 Actual	ACCT	2020	
w/c Actual Charges	\$25,000.00	\$15,660.50	4009	\$16,776.87	62.64%
Knights Pat Van	\$3,500.00	\$1,800.00	4008	\$3,110.00	51.43%
Contribution					
Total	\$28,500.00	\$17,460.50		\$19,886.87	61.26%
2021 Wheel Chair Expenditures					
Salaries	\$31,500.00	\$25,871.14	5009	\$30,847.81	82.13%
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	\$4,936.87	5129	\$1,861.05	197.47%
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	\$30,953.42		\$37,012.34	74.50%
less FICA	\$39,050.00	\$30,953.42		\$34,510.79	

