

**Nodaway County Ambulance District
103 W Carefree Maryville, MO 64468
OCT 11, 2023**

Next meeting NOV 8 2023

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.

Oath:

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 Coordinator/Accountant 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.

(15) Adjournment:

Oct 11, 2023

7:06 PM

Board Members Present: HERB SNODDERLEY, RICK ALLEN, PAT GIESKEN, CARRIE SPARKS AND MARY BETH SHIPPS

Board members Absent: PHIL RICKABAUGH

Introduction of Guests

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

Report from Burlington Junction Rescue Squad: No Report.

Report from Hopkins Rescue Squad: No Report.

Report from Ravenwood Rescue Squad: No Report

Report from Tri-C Rescue Squad No Report

Report from Maryville Rescue Squad: No Report

Presentation of Treasurer's Report: Nothing changed.

Presentation of bills to be paid: The bills to be paid were presented. Giesken made the motion to pay bills and Allen second the motion. Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

Revenue and Expenses: The report was presented to the board members. The monthly reconciliations were reviewed by the board.

Director of Operations Report:

1. Closed meeting, evaluation for Alice Schieffer. Request for hardship.
2. Aug Tax Deposits: **\$109,359.12** January through October year to date sales tax deposits: **\$1,196,649.12** That's **(\$2,766.86)** LESS than the same period of 2022 (1,199,415.98). For a loss of **-0.2306839% over 2022**, and \$27,247.99 more than in 2021 (\$1,169,401.13) for an increase of 2.3300807%.
3. North Bay Garage door opener had to be replaced. It was installed on Friday 10/6/2023.
4. 133 is still out of service waiting on parts.
137 damage to right rear fender well.

Lift not working correctly and will go to KC this Friday.

5. Support post over entryway to the office has wood frame on metal post. Final wood has been ordered and is expected next week.
6. Doc U Drama was done on October 4th at Pickering. Several in attendance.
7. Missouri Hope Set up is Oct 12th
Friday Oct 13th 13:00 to 17:00
Saturday Oct 14th 08:00 to 12:00 — 13:00 to 17:00
Sunday Oct. 15th 08:00 to 12:00
8. Laptops and docking stations have been installed in the ambulances except 134.
9. Jared attended the MAA Leadership Seminar September 27 & 28th.

Business Coordinator and Accounting Report

JULIE

- ESO and Sage balance

ALICE

- Balanced ESO and Sage Accounts Receivable totals.
- Audit completed and submitted to the State.
- Medicare revalidation application was approved.
- Completed Unemployment and 941 tax reports for 3rd quarter.
- Received word back from the Missouri Department of Revenue regarding our Missouri ID # - need to correct number in Sage that prints on W-2s/W-3.
- Working on GEMT Medicaid report due November 30th.

Training Managers Report:

October Minutes

Quarterly CPR was on Sept 14th @ 1800. We had a great turnout of 19 people. Lane Huitt taught the class and John Maxwell assisted.

Paramedic class is going great. We got through A&P with the help of Katie Spears. We are getting ready to start Pharmacology.

Employee Concerns:

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$8,222.43 and Shipps seconded the motion. Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

Allen made a motion for invoices to be sent to collections for \$10,800.67, Sparks seconded the motion Sparks seconded the motion. Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

Old Business:

New Business:

Closed Meeting: Sparks made a motion to go to closed session, Shipps second, Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried. Closed at 7:49pm.

Open Meeting: Sparks made a motion to into open meeting, Shipps second. Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried. Opened at 9:12.

The evaluation of Alice Schieffer was discussed.

Personnel items were discussed.

Hardship Case was discussed.

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

Adjournment at 9:13 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

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

SEPT 30, 2023 Budget					
	2023	2023 Actual	ACCT	2022	Percentage
Revenues			#	Actual	2023
Ambulance Receivable	\$1,350,000.00	\$1,245,919.25	4000	\$1,411,321.89	92.29%
Surtax	\$25,000.00	\$41,927.19	4150	\$43,372.82	167.71%
CPR Card Revenue 2617.48	\$2,000.00	\$550.00	4380	\$1,243.50	27.50%
Misc. Income(HRSA Funds)	\$2,500.00	\$1,837.75	4730	\$118,489.04	73.51%
Bad Debt Income	\$10,000.00	\$12,519.50	4010	\$10,748.40	125.20%
Interest Income	\$20,000.00	\$20,237.01	4720	\$17,337.71	101.19%
Sales tax income	\$1,410,000.00	\$1,087,291.42	4105	\$1,457,129.47	77.11%
Sale of Assets-APR Reimbursement	\$0.00		4710	\$0.00	#DIV/0!
EMT & Paramedic classes	\$64,000.00	\$43,800.00	4011	\$1,260.00	68.44%
Contra Revenue 8.6%	-\$116,100.00	-\$99,018.10	4001	\$19,499.40	85.29%
FRA FUNDS/GEMT	\$60,000.00	\$29,068.92	4300	\$116,524.03	48.45%
Total	\$2,827,400.00	\$2,384,132.94		\$3,196,926.26	84.32%
Expenditures	2023	2023 Actual	ACCT	2022 Actual	Percentage
Salaries	\$1,100,000.00	\$779,662.65	5000	\$991,545.83	70.88%
Overtime	\$230,000.00	\$207,668.20	5001	\$220,203.37	90.29%
Special Performance Benefit	\$500.00		5003	\$10,566.00	0.00%
Rescue/Training Budget	\$124,650.00		5300	\$2,821.38	0.00%
Payroll FICA	\$100,000.00	\$81,433.52	5010	\$101,223.74	81.43%
Unemployment Taxes	\$1,500.00		5015	\$0.00	0.00%
Employee Benefits	\$240,000.00	\$179,594.90	5020	\$190,987.33	74.83%
Longevity Pay	\$0.00		5021	\$3,700.00	#DIV/0!
Health. Ins. Pay out & Retirement	\$40,000.00	\$27,963.45	5005	\$47,505.30	69.91%
Mo Lagers Expense 8.4%	\$130,000.00	\$79,372.53	5006	\$1,247,307.17	61.06%
Stipends	\$18,000.00	\$13,250.00	5008	\$15,250.00	73.61%
Workman's Comp	\$68,000.00	\$30,560.00	5040	\$39,470.70	44.94%
Fleet/Mail/Liab Ins. Bond	\$86,000.00	-\$376.00	5041	\$75,453.93	-0.44%
Accident/Sickness Insurance	\$4,000.00		5044	\$3,519.67	0.00%
Rent/Lease	\$2,500.00	\$1,960.00	5050	\$2,008.00	78.40%
Legal/ Accounting/Pocessing Fees	\$24,000.00	\$8,129.58	5060	\$7,268.18	33.87%
Administration Expense	\$18,000.00	\$10,731.27	5070	\$15,274.63	59.62%
Election Expense	\$3,500.00		5080	\$60.00	0.00%
Advertising Expense	\$500.00	\$68.00	5090	\$348.00	13.60%
Fuel & Oil	\$65,000.00	\$39,776.33	5100	\$59,824.94	61.19%
Fleet Repair	\$35,000.00	\$24,177.15	5110	\$24,602.34	69.08%
Building Repair/Maintenance	\$12,500.00	\$11,390.48	5135	\$7,424.37	91.12%
Medical & Operating Exp ***	\$79,000.00	\$47,724.08	5120	\$73,426.15	60.41%
Office Supplies	\$15,000.00	\$6,857.93	5130	\$13,771.11	45.72%
Technical Support	\$29,000.00	\$22,275.67	5131	\$39,790.91	76.81%
H.S.A. Expense	\$7,500.00		5025	\$1,374.24	0.00%
Utilities	\$22,000.00	\$15,033.74	5140	\$16,819.92	68.34%
Telephone/Cell	\$8,500.00	\$4,584.12	5150	\$7,957.56	53.93%
Dues & Subscriptions	\$800.00	\$1,623.00	5180	\$598.00	202.88%
Laundry	\$2,500.00		5190	\$0.00	0.00%
Radios/Repairs Maint	\$9,000.00	\$3,221.50	5220	\$4,552.35	35.79%
Collection Expense	\$3,500.00	\$3,841.72	5290	\$2,366.20	109.76%
Miscellaneous Expense	\$10,000.00	\$5,039.82	5280	\$13,430.15	50.40%
Ambulance Budget Continued					
	2023	2023 Actual	ACCT	2022 Actual	Percentage
New Ambulance/van/Equipment	\$70,000.00	\$25,364.08	1530 & 5115	\$144,158.05	36.23%

Bad Debt Allowance 8.2%	\$106,600.00	\$164,883.36	5250	\$280,997.99	154.67%
Dispatching Expense	\$77,250.00	\$57,937.50	5105	\$75,000.00	75.00%
*New Rescue Equipment/Supplies	\$0.00	\$6,747.05	5117	\$170,414.96	#DIV/0!
Pat Van Expenditures	\$41,750.00	\$29,331.32	N/A	\$37,037.49	70.25%
GEMT Expense	\$42,000.00	\$40,256.31	0	\$36,628.52	95.85%
Promotional items	\$1,000.00		5285	\$551.92	0.00%
Total	\$2,829,050.00	\$1,930,083.26		\$3,985,240.40	68.22%
Training Expense Detail					
Expenditures	2023	2023 Actual	ACCT	2022 Actual	Percentage
Instructor's Training Wages *	\$9,000.00	\$65.94	5300	\$2,821.38	\$0.10
Instructor's Training Lodging *		\$874.45	5360		
Instructor's Training Mileage *			5361		
Instructor's tuition/books	\$600.00	\$359.00	5330	\$200.00	59.83%
PARAMEDIC CLASS EXPENSE		\$475.51	5375		
CE Instructor wages **	\$5,000.00	\$1,746.22	5301	\$3,544.55	34.92%
Mandatory classes,	\$4,200.00	\$1,901.45	5305	\$1,943.60	45.27%
CE Empl.Wages 5303 &5370		\$1,399.58	5303	\$1,834.45	
Employee CE Elective	\$17,750.00	\$21,162.50	5370	\$1,475.00	127.11%
Guest Instructor Wages	\$2,000.00		5340	\$0.00	0.00%
1st Responder Orig. Cert Wages	\$5,000.00	\$1,455.67	5302	\$4,327.64	29.11%
1st responder Refresher Wages	\$2,000.00	\$1,244.28	5304	\$2,017.35	62.21%
Training Equipment/Maintenance	\$6,000.00	\$380.95	5310	\$532.80	6.35%
Training Books/Office expense	\$1,000.00	\$194.25	5331	\$0.00	19.43%
Training Miscellaneous/24-7	\$1,600.00	\$4,232.25	5380	\$798.34	264.52%
Paramedic Instructor Wage Training	\$65,000.00	\$1,089.81	5106	\$0.00	1.68%
Medical Director & Guest Instructor	\$1,500.00		5385	\$300.00	0.00%
Emt/Paramedic Training Overtime	\$1,500.00	\$4,267.28	5107	\$0.00	284.49%
Training Supplies	\$2,500.00	\$304.50	5320	\$3,458.93	12.18%
Total	\$124,650.00	\$41,153.64		\$23,254.04	33.02%
Wheel Chair Budget					
	2023	2023 Actual	ACCT	2022 Actual	
w/c Actual Charges	\$25,000.00	\$20,695.00	4009	\$19,499.40	82.78%
Contribution/Donations	\$998.47	\$1,033.47	2107		\$35.00
Total	\$25,000.00	\$20,695.00		\$19,499.40	82.78%
Wheel Chair Expenditures					
Salaries	\$32,500.00	\$29,252.13	5009	\$34,347.49	90.01%
Overtime	\$1,200.00	\$79.19	5019	\$252.04	6.60%
<i>Payroll FICA W Amb</i>	\$2,600.00			\$0.00	0.00%
Repairs/Maint	\$3,500.00		5129	\$1,192.60	0.00%
<i>Fuel & Oil</i>	\$4,000.00		5109	\$1,215.36	0.00%
New Equipment	\$500.00		5119	\$0.00	0.00%
Advertisement	\$50.00		5099	\$30.00	0.00%
Total	\$44,350.00	\$29,331.32		\$37,037.49	66.14%
<i>less FICA</i>	\$41,750.00	\$29,331.32		\$37,037.49	

