

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

October 9,2019

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

October 9, 2019

7:04 pm

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

Board members Absent: Walk was absent.

Introduction of Guests: There were no guests.

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

Report from Burlington Junction Rescue Squad: No one has been elected to be the Captain of 140. McQueen offered for him or Florea to go to a meeting to help get a new one elected.

Report from Hopkins Rescue Squad: The squad has a siren out and someone will be bringing it down to be repaired.

Report from Ravenwood Rescue Squad: The squad will be having an extrication class on Oct 14, 2019.

Report from Tri-C Rescue Squad: Currently waiting for the bracket to be done for the extrication tools on truck. If not done soon they will look to get someone else to finish.

Report from Maryville Rescue Squad: The cookout for rescue members on Oct. 7, 2019 and there was a great turn out.

Presentation of Treasurer's Report: The report was presented to the board members. The report in packet was not correct due to updates that morning. New ones were copied and passed out. Stands as presented.

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

Revenue and Expenses: Report was given to the board members. Stands as presented. Florea and McQueen are starting on 2020 budget.

Director of Operations Report: Item one was to inform the board members that there will be a closed session for employee Paramedic Doug Greer.

Item two was to inform the board members that August sales tax deposits ended up being \$150,329.87. The September deposit was \$104,347.91 That is an increase of 6.95% more from the previous year and 1.96 more than 2017.

Item three was to discuss remount options: Diesel vs Gas, F450 vs E450.

E450 2019 Type III \$134,707.97 and F450 2020 Type I \$169,637.60. There was still concern of not getting correct fuel in a gas vehicle. Florea assured that the nozzle on diesel hose would be changed to bigger size so couldn't get into tank of vehicle. Concern that not having the power that a diesel has, and possible engine break down. Besides the price being more affordable the ride of the E450 will be smoother than the F450 for the patients. Motion from Rickabaugh to go with Florea's recommendation for remount, second by Giesken. Vote by role, Allen, no, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea. Motion passed.

Item four was to inform the board members that there was another 911 meeting. Discussion of upgrading 911 equipment. Repeater and generator at farm will not have to be updated. There will be some equipment updates to the console at dispatch. Looking at a possible new tower on new fire building but not price on it. New equipment will do analog also.

Item five was to inform the board members that the Doc-U-Drama went very well.

Item six was to inform the board members that Mo Hope went off without any complications except the rain as usual.

Business Manager's Report: Item one was to inform the board members that the accounts receivable is down to a difference of \$ 55.73 for September.

Training Managers Report: Item one was to inform the board members that employees will be completing the Paramedic refresher on October 17th, this is the rescheduled class from September.

Item two was to inform the board that Sports C Spine class that was scheduled for September and cancelled will not be rescheduled as football season is coming to an end and there were a small number scheduled to take the class.

Item three was to inform the board members that Narcan makeup class for rescue squad members that were unable to make it to their individual squad classes was October 3rd. Five individuals were present. This leaves 32 rescue squad members that are currently on the roster that have not attended a class. Question asked was is it a request to continue to pursue these individuals to get as many certified as possible? The board and Florea did not feel that it was necessary. The individuals will not be able to administer the Narcan if on a rescue.

Item four was to inform the board members Nodaway County Sheriff's office will be attended Narcan classes on October 7th and 9th.

Item five was to inform the board members that EMR refreshers will be held October 28th and 29th during the evenings. Three people are currently enrolled and November 2nd, two people are currently enrolled. All persons needing this class have been contacted but one.

Employee Concerns: Jubal Smith expressed sincere thanks from the family of Brandy Gast for everything that was done for her husband, children and family.

Medicaid/Medicare Adjustments: Rickabaugh made the motion to approve the adjustments for September of \$6,773.93 and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Rickabaugh, yea, Giesken, yea, and Snodderley yea. Motion carried.

Rickabaugh made a motion for invoices to be sent to collections for \$13,608.977 and Sparks seconded motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Rickabaugh, yea, Giesken, 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 Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Rickabaugh yea, Giesken, yea, and Snodderley yea. Motion carried.

Closed Session: Began at 7:46 pm.

Open Session: Allen made motion to go into open session and Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Rickabaugh yea, Giesken, yea, and Snodderley yea. Motion carried. Open session started at 8:08 pm.

Sparks made the motion to grant Doug Greer a performance incentive of \$425.00 and a longevity pay of \$260.00, Allen, second. Snodderley called for a vote. Allen, yea, Sparks, yea, Rickabaugh yea, Giesken, yea, and Snodderley yea. Motion carried.

Adjournment: Allen made the motion to adjourn and Giesken seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Rickabaugh yea, Giesken, yea, and Snodderley yea. Motion carried. Meeting adjourned at 8:10 pm.

Recorded by Julie Schmitz

Nodaway County Ambulance District

Signed: _____

Carrie Sparks, Secretary of the Board of Directors

2019 Budget AS OF SEPT 30,2019					
	2019	2019 Actual	ACCT	2018	Percentage
Revenues			#	Actual	
Ambulance Receivable	\$890,000.00	\$684,683.07	4000	\$764,413.96	76.93%
Surtax	\$23,000.00	\$23,092.88	4150	\$28,657.83	100.40%
CPR Card Revenue 2617.48	\$3,400.00	\$1,185.45	4380	\$2,180.00	34.87%
Misc. Income	\$2,500.00	\$10,687.48	4730	\$6,588.46	427.50%
Bad Debt Income	\$3,500.00	\$12,496.20	4010	\$4,105.63	357.03%
Interest Income	\$37,500.00	\$32,332.85	4720	\$33,119.40	86.22%
Sales tax income	\$1,200,000.00	\$918,435.69	4105	\$1,220,555.17	76.54%
Sale of Assets	\$0.00		4710	\$100.00	0.00%
Knights	\$3,500.00	\$2,314.00	4008	\$3,886.75	66.11%
Pat Van Revenues	\$25,000.00	\$14,339.85	4009	\$14,415.92	57.36%
FRA FUNDS/GEMT	\$95,000.00	\$185,730.20	4300	\$5,238.29	195.51%
Total	\$2,283,400.00	\$1,885,297.67		\$2,083,261.41	82.57%
Expenditures	2019	2019 Actual	ACCT	2018	Percentage
Salaries	\$855,000.00	\$635,959.62	5000	\$825,223.87	74.38%
Overtime	\$170,500.00	\$122,787.88	5001	\$159,951.20	72.02%
Special Performance Benefit	\$13,200.00	\$7,567.50	5003	\$10,337.50	57.33%
Rescue/Training Budget	\$59,400.00	\$39,152.11	5300	\$29,491.15	65.91%
Payroll FICA	\$92,000.00	\$66,484.53	5010	\$85,626.92	72.27%
Unemployment Taxes	\$1,700.00	\$1,630.11	5015	\$1,190.30	95.89%
Employee Benefits	\$145,500.00	\$102,284.11	5020	\$121,140.95	70.30%
Longevity Pay	\$4,200.00	\$3,720.00	5021	\$3,820.00	88.57%
Health. Ins. Pay out & Retirement	\$90,000.00	\$65,838.30	5005	\$88,474.06	73.15%
Mo Lagers Expense 5.3%	\$64,000.00	\$43,861.41	5006	\$50,223.11	68.53%
Interest Expense	\$0.00		5030		0.00%
Workman's Comp	\$71,000.00	\$46,944.35	5040	\$70,066.75	66.12%
Fleet/Mail/Liab Ins. Bond	\$55,000.00	\$53,931.00	5041	\$47,996.00	98.06%
Accident/Health Insurance	\$4,000.00	\$3,484.33	5044	\$3,310.07	87.11%
Rent/Lease	\$2,500.00	\$2,007.70	5050	\$1,960.00	80.31%
Legal/ Accounting	\$22,500.00	\$3,404.17	5060	\$3,084.06	15.13%
Administration Expense	\$7,200.00	\$6,295.17	5070	\$5,796.59	87.43%
Election Expense	\$4,000.00	\$5,891.27	5080	\$4,575.89	147.28%
Advertising Expense	\$500.00		5090	\$156.50	0.00%
Fuel & Oil	\$43,000.00	\$24,296.46	5100	\$36,760.20	56.50%
Fleet Repair	\$29,000.00	\$21,493.35	5110	\$17,645.00	74.12%
Building Repair/Maintenance	\$16,000.00	\$8,035.49	5135	\$7,646.53	50.22%
Medical & Operating Exp	\$47,000.00	\$38,336.11	5120	\$46,780.82	81.57%
Office Supplies	\$25,300.00	\$9,563.51	5130	\$15,439.16	37.80%
Technical Support	\$25,000.00	\$17,155.03	5131	\$17,259.76	68.62%
Capital Outlays ** 2 lines		\$22,986.00	5115		0.00%
Utilities	\$21,500.00	\$15,259.93	5140	\$17,963.48	70.98%
Telephone/Cell	\$7,000.00	\$4,912.66	5150	\$6,769.61	70.18%
Dues & Subscriptions	\$600.00	\$538.00	5180	\$33.00	89.67%
Laundry	\$3,500.00	\$420.00	5190	\$462.00	12.00%
Radios/Repairs Maint	\$7,500.00	\$3,159.75	5220	\$9,369.50	42.13%
Collection Expense	\$2,700.00	\$3,000.76	5290	\$1,590.39	111.14%
Miscellaneous Expense	\$5,500.00	\$11,527.00	5280	\$3,953.30	209.58%

2019 Ambulance Budget Continued					
	2019	2019 Actual	ACCT	2018	Percentage
New Ambulance/van ** 2 lines	\$83,000.00		5115	\$169,568.81	0.00%
Bad Debt Allowance	\$178,000.00	\$136,936.65	5250	\$186,132.76	76.93%
Dispatching Expense	\$70,702.98	\$51,734.25	5105	\$67,626.00	73.17%
*New Rescue Equipment	\$6,847.02	\$22,727.41	5117	\$11,270.12	331.93%
Pat Van Expenditures	\$37,050.00	\$22,777.85	N/A	\$35,076.51	61.48%
GEMT Expense	\$24,500.00	\$76,322.23	5116	\$0.00	
Promotional items	\$1,000.00	\$993.00	5285	\$0.00	99.30%
Total	\$2,296,900.00	\$1,703,419.00		\$2,163,771.87	74.16%
2019 Training Expense Detail					
Expenditures	2019	2019 Actual	ACCT	2018	Percentage
Instructor's Training Wages *	\$8,750.00	\$1,519.19	5300		17.36%
Instructor's Training Lodging *			5360		
Instructor's Training Mileage *			5361		
Instructor's tuition/books	\$600.00		5330		0.00%
CE Instructor wages **	\$5,000.00	\$3,229.47	5301	\$2,047.79	64.59%
Mandatory classes,	\$4,200.00	\$4,755.31	5305	\$2,008.22	113.22%
CE Empl.Wages 5303 &5370		\$4,084.64	5303	\$2,543.23	
Employee CE Elective	\$17,750.00	\$14,817.49	5370	\$11,905.12	106.49%
Guest Instructor Wages	\$3,000.00		5340		0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$2,017.24	5302	\$4,361.48	74.71%
1st responder Refresher Wages	\$800.00	\$1,564.44	5304		195.56%
Training Equipment/Maintenance	\$6,000.00	\$811.41	5310	\$2,263.41	13.52%
Training Books/Office expense	\$1,000.00	\$19.95	5331	\$296.31	2.00%
Training Miscellaneous/24-7	\$6,100.00	\$4,798.51	5380	\$1,395.59	78.66%
New EMD Training	\$0.00		5106		0.00%
Medical Director	\$0.00		5385		0.00%
EMD CEU Training	\$1,500.00		5107		0.00%
Training Supplies/CPR SUPPLIES	\$2,000.00	\$1,534.46	5320	\$2,670.00	76.72%
Total	\$59,400.00	\$39,152.11		\$29,491.15	65.91%
2019 Wheel Chair Budget					
	2019	2019 Actual	ACCT	2018	
w/c Actual Charges	\$25,000.00	\$12,136.45	4009	\$13,427.42	48.55%
Knights Pat Van	\$3,500.00	\$2,074.00	4008	\$3,646.75	59.26%
Contribution					
Total	\$28,500.00	\$14,210.45		\$17,074.17	49.86%
2019 Wheel Chair Expenditures					
Salaries	\$28,500.00	\$20,529.12	5009	\$28,209.23	72.03%
Overtime	\$1,000.00		5019	\$33.60	0.00%
Payroll FICA W Amb	\$2,256.75	\$1,570.48		\$2,160.58	69.59%
Repairs/Maint	\$3,000.00	\$678.25	5129	\$619.25	22.61%
Fuel & Oil	\$4,000.00		5109	\$4,053.85	0.00%
New Equipment	\$500.00		5119	\$0.00	0.00%
Advertisement	\$50.00		5099		0.00%
Total	\$39,306.75	\$22,777.85		\$35,076.51	57.95%
less FICA	\$37,050.00	\$21,207.37		\$32,915.93	