

Nodaway County Ambulance District

103 W Carefree Maryville, MO 64468

November 10th, 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

October 13th, 2021

7:00 pm

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

Board members Absent: No one was absent.

Introduction of Guests: Josh Van Holzen, new Paramedic was introduced.

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: The maintenance was completed on the LUCAS machine.

Report from Hopkins Rescue Squad: No one present.

Report from Ravenwood Rescue Squad: All was fine.

Report from Tri-C Rescue Squad: McQueen had been getting quotes for lights for the squad as they do not have any portable lighting. He did get four quotes for the Milwaukee search light kit and the Rocket kit. Discussion was held. The four quotes were from Maryville Lumber, Maryville Tool, Fastenal and Border States. Maryville lumber was the lowest bid on both products and Sparks made the motion to purchase the lights for the Tri-C squad and for the Pickering/Hopkins squad as well as one extra battery and Allen seconded the motion. All products will be purchased from Maryville Lumber.

Report from Maryville Rescue Squad: They held an extrication class in conjunction with the paramedic refresher class and it went well/ .

Presentation of Treasurer's Report: Sparks stated there was a large amount of money in the money market and account and she recommends that \$300,000 be placed into a new CD account. There was a discussion on where and the length of the CD. Farmers State Bank for one year.

Presentation of Bill's to be paid: The bills to be paid were presented. Rickabaugh made the motion to pay the bills Allen 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.

Director of Operations Report: Florea was gone for the meeting so Jared McQueen, assistant director filled in. Item one was to inform the board members that there would be a closed session for evaluation for paramedic Doug Greer.

Item two was to inform the board members that the sales tax payment for the month was \$119,528.94, this is an increase of 6.315% 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 6.15% above the previous year's call volume.

Item four was to inform the board that the paging issues are still on hold as many of those that were not getting the pages are not receiving them via their phone.

Item five was to inform the board members that the Multi-Zone split unit was taken off the wall to reduce the vibrations, and it has helped.

Item six was to discuss the standby charge rate. After presenting the information on what a standby call generates versus what the district pays to employees, there was a discussion held about raising the rate for standbys. Allen made the motion to raise the rate for standbys to \$1.45 a minute of \$87.00 an hour starting in January 2022, and Rickabaugh seconded the motion. Snodderley called for a vote. . Allen, yea, Sparks, yea, Giesken, yea, Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Item seven was to inform the board that there was one bid for the new windows, and this was tables.

Item eight was to inform the board that unit 134 had a raccoon hit the undercarriage and dislodge the water/fuel separator, which killed the fuel to the engine and caused the ambulance to pull to the side of the road. Andrew County came to finish the call to Mosaic Life care and the ambulance was towed back to Kizer's.

Item nine was to ask the board members that the discussion with workers compensation is still in the process and nothing new to report.

Item ten was to inform that board members that 100% of Full-time employees have had at least one shot and 91% are fully vaccinated, while 47% of the part time employees are vaccinated. Currently there is no mandate that applies to the district.

Item eleven was to discuss the Indeel Lift Bundle. This is a system to help lift a patient off the floor with no strain to the crew's back. It is being shipped for a 30–60-day trial to the district. McQueen said if it works as presented in the video that the board members watched, it would be saving on injuries to the crews. After using it in the field it will be brought back to the board members to discuss.

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 \$159.24.

Item two was to inform the board members that surgery is on hold until the surgeon schedules it but will likely be before the end of the year.

Item three was to inform the board that the report has been filed for the Tier Four Stimulus payment to the government. This is for more stimulus money specifically for the rural areas.

Item four was to inform the board members that the GEMT report would be completed before her surgery.

Item five was to inform the board members that the audit is being worked on and should be completed soon.

Training Managers Report: Item one was to inform the board members that the EVOC class on September 24th had six students and the driving course on the 25th had 12 students.

Item two was to inform the board members that the second block for the paramedic refresher is completed. All information has been submitted to the NREMT.

Item three was to inform the board about the EMT/EMR refresher class, seven have signed up.

Item four was to inform the board members that the EMR refresher was held on October 9th there were five attending class.

Item five was to inform the board members the quarterly CPR class will be December 9th

Item six was to inform the board that Jill Nielson is teaching the Narcan class with the CPR class for Maryville PD. She has two classes scheduled.

Item seven was to inform the board that he would be contacting the squads for any leads for new members. He would like to have a EMR class in January.

Employee Concerns: None we brought to the board of directors.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$8,688.63 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 \$15,435.05 and Sparks 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 Sparks seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea, Shipp, Rickabaugh yea, and Snodderley yea. Motion carried. Closed session begins at 8:21 pm.

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

Open session started at 9:03.

Giesken made the motion to grant Doug Greer a performance incentive of \$612.50 and a longevity of \$300.00, Allen seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Giesken, yea , Shipps, yea, Rickabaugh yea, and Snodderley yea. Motion carried.

Doug Greer will be retiring at the end of the year.

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

Adjournment at 9:05 pm

Recorded by LaRee Lager

Nodaway County Ambulance District

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

2021 Budget As of 9/30/2021					
	2021	2021 Actual	ACCT	2020	Percentage
			#	Actual	
Revenues					
Ambulance Receivable	\$1,061,000.00	\$941,240.51	4000	\$1,119,890.78	88.71%
Surtax	\$25,000.00	\$33,628.91	4150	\$28,270.20	134.52%
CPR Card Revenue 2617.48	\$2,200.00	\$715.00	4380	\$437.00	32.50%
Misc. Income(zoll refund)	\$2,500.00	\$17,879.37	4730	\$40,190.65	715.17%
Bad Debt Income	\$6,000.00	\$13,414.81	4010	\$12,204.03	223.58%
Interest Income	\$35,000.00	\$23,888.34	4720	\$47,119.25	68.25%
Sales tax income	\$1,100,000.00	\$1,049,922.31	4105	\$1,326,042.73	95.45%
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	\$13,943.50	4009	\$16,776.87	55.77%
FRA FUNDS/GEMT	\$130,000.00	\$205,921.69	4300	\$169,817.42	158.40%
Total	\$2,390,200.00	\$2,302,354.44		\$2,856,194.41	96.32%
Expenditures	2021	2021 Actual	ACCT	2020	Percentage
Salaries	\$933,600.00	\$722,851.72	5000	\$901,882.33	77.43%
Overtime	\$185,000.00	\$171,090.62	5001	\$192,888.29	92.48%
Special Performance Benefit	\$13,200.00	\$10,830.00	5003	\$11,385.00	82.05%
Rescue/Training Budget	\$59,400.00	\$20,399.96	5300	\$29,354.80	34.34%
Payroll FICA	\$96,000.00	\$76,147.39	5010	\$94,535.04	79.32%
Unemployment Taxes	\$1,700.00	\$234.07	5015	\$707.22	13.77%
Employee Benefits	\$137,000.00	\$110,671.15	5020	\$142,814.95	80.78%
Longevity Pay	\$4,700.00	\$3,500.00	5021	\$4,140.00	74.47%
Health. Ins. Pay out & Retirement	\$93,500.00	\$58,325.10	5005	\$91,332.30	62.38%
Mo Lagers Expense 4.8%	\$71,100.00	\$103,926.99	5006	\$58,205.93	146.17%
Interest Expense	\$0.00	\$0.00	5030	\$0.00	0.00%
Workman's Comp	\$72,000.00	\$44,894.97	5040	\$66,879.23	62.35%
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	\$16,163.97	5060	\$4,957.51	62.17%
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	\$28,277.34	5100	\$22,704.25	94.26%
Fleet Repair	\$22,000.00	\$22,653.52	5110	\$21,581.59	102.97%
Building Repair/Maintenance	\$12,500.00	\$12,072.19	5135	\$10,997.80	96.58%
Medical & Operating Exp ***	\$59,000.00	\$50,748.92	5120	\$88,143.19	86.02%
Office Supplies	\$19,000.00	\$8,764.00	5130	\$16,072.45	46.13%
Technical Support	\$29,000.00	\$19,047.17	5131	\$28,419.64	65.68%
H.S.A. Expense	\$7,000.00	\$4,466.88	5025	\$0.00	0.00%
Utilities	\$22,000.00	\$11,561.47	5140	\$16,599.99	52.55%
Telephone/Cell	\$7,100.00	\$6,248.25	5150	\$6,971.37	88.00%
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	\$3,853.69	5290	\$2,553.74	128.46%
Miscellaneous Expense	\$3,200.00	\$1,067.00	5280	\$3,626.04	33.34%

2021 Ambulance Budget Continued					
	2021	2021	ACCT	2020 proj	Percentage
New Ambulance/van	\$48,750.00	\$0.00	5115	\$221,907.68	9.16%
Bad Debt Allowance	\$180,000.00	\$188,143.14	5250	\$229,289.48	104.52%
Dispatching Expense	\$71,766.00	\$35,883.00	5105	\$70,014.00	50.00%
*New Rescue Equipment		\$36,296.86	5117	\$24,701.73	0.00%
Pat Van Expenditures	\$39,050.00	\$29,177.83	N/A	\$37,012.34	74.72%
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	\$1,950,050.36		\$2,535,336.14	81.08%
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	\$2,523.85	5301	\$2,136.90	50.48%
Mandatory classes,	\$4,200.00	\$1,657.56	5305	\$2,037.66	39.47%
CE Empl.Wages 5303 &5370		\$6,495.02	5303	\$1,212.18	
Employee CE Elective	\$17,750.00	\$1,795.00	5370	\$15,473.50	46.70%
Guest Instructor Wages	\$3,000.00	\$0.00	5340	\$0.00	0.00%
1st Responder Orig. Cert Wages	\$2,700.00	\$1,788.30	5302	\$2,789.84	66.23%
1st responder Refresher Wages	\$800.00	\$416.96	5304	\$71.92	52.12%
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	\$986.89	5380	\$2,359.06	61.68%
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	\$1,668.21	5320	\$2,875.93	83.41%
Total	\$59,400.00	\$20,399.96		\$29,354.80	34.34%
2021 Wheel Chair Budget					
	2021	2021 Actual	ACCT	2020	
w/c Actual Charges	\$25,000.00	\$13,943.50	4009	\$16,776.87	55.77%
Knights Pat Van	\$3,500.00	\$1,800.00	4008	\$3,110.00	51.43%
Contribution					
Total	\$28,500.00	\$15,743.50		\$19,886.87	55.24%
2021 Wheel Chair Expenditures					
Salaries	\$31,500.00	\$24,095.55	5009	\$30,847.81	76.49%
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	\$29,177.83		\$37,012.34	70.22%
less FICA	\$39,050.00	\$29,177.83		\$34,510.79	

\$1,892,496.01

\$642,840.13
\$2,535,336.14