

**Nodaway County Ambulance District**

**103 W Carefree Maryville, MO 64468**

**NOVEMBER 9, 2022**

**7:00pm**

Time: Oct 12, 2022 07:00 PM Central Time (US and Canada)

The tape recorder is being used as a tool and is erased after minutes are transcribed.

**Board members Present:**

**Board Members Absent:**

**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

OCT. 12, 2002

7:03 pm

**Board Members Present:** Snodderley, Sparks, Shipps, Giesken, Allen, Rickabaugh

**Board members Absent:**

**Introduction of Guests:** None present.

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

**Report from Burlington Junction Rescue Squad:** All is good.

**Report from Hopkins Rescue Squad:** No Report.

**Report from Ravenwood Rescue Squad:** Ravenwood rescue brought the new truck over for the board to see with all the equipment installed. There will be a Fire Prevention Day at Northeast Nodaway School on Oct 18<sup>th</sup>. The squad will have the rescue truck there. April 12 there will be a tryout for Special Olympics at Northeast Nodaway from 10-2. The school has requested that the Rescue Truck be present and may request an ambulance for standby. Rain date will be April 26<sup>th</sup>.

**Report from Tri-C Rescue Squad:** No Report.

**Report from Maryville Rescue Squad:** Maryville has acquired the rescue truck from Ravenwood and has transferred equipment over to it. Fire Chief Phill Rickabaugh presented a request for some additional equipment to be placed on truck. Requested was a 3-way Scene lights with battery – 2@ \$898, 12-amp hour battery – 3 @ \$249, Milwaukee Sawzall with battery Model 2722-20 – 1 @\$249m, Green board – 1@ \$1,100, Hand Tools (pliers, wrenches, socket set) – 1 @ \$350.00, Portable Generator – 1 @ \$ 1,100. The squad would also like a pullout drawer to put extrication tools on like rescue 142 truck. The cost for this was estimated to be approximately \$1500.00 from Johnny Luke. Rick Allen made a motion to approve the spending up to \$6,000, Pat Giesken second. Rickabaugh called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Snodderley yea. Motion carried. There was discussion from Paramedics that maybe rescue truck goes out on priority calls. This will take working with dispatch to work everything out.

**Presentation of Treasurer's Report:** Sparks states there are some CD's coming due this October. Would like to consider not rolling them over but to pay out a large portion of the Lagers. All agreed that that was a good idea.

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

**Revenue and Expenses:** The report was presented to the board members.

**Director of Operations Report:**

Item one is to inform that there will be a closed meeting.

Item two was to inform the board members that the sales tax payment for the month was \$119,802.41 which is 2.9087461% higher than last year.

Item three was to inform the board members that there is a hardship request to be discussed during closed meeting.

Item four was to discuss the New Rescue Truck was placed in service on 9/24/22 and ran its first call the next day. Total cost less the rebate, so far is \$94,505.58.

Item five was to discuss the LED lighting project; it is not completed: The bulbs are now in and will look for time to get them installed.

Item six, Scheduling software for 40 employees; There will be a recurring fee of \$1,495 for ESO Scheduling – setup and online training for 2 sessions onetime \$1,119.00. Personnel Management for 40 Employees is \$1,495 recurring for a total of \$4,180.0. After discussion, Sparks made a motion to do the scheduling software, Rickabaugh second. Snodderley called for a vote. Allen, yea, Giesken, yea, Rickabaugh, yea, Shipps, yea, a Sparks, yea, and Snodderley yea. Motion carried.

Item seven was to inform the board members that the daily number of patients/calls are up 14.69% over last three-year average.

Item eight was to let you know Mo Hope is over for the year.

Item nine was to inform the board that to get an ambulance for 2024 we need to make a commitment to at least purchase the chassis. Ordering opens for 2024 chassis is 10/17/22 and is expected to only be open for a few days. Cost is approximately \$155,965.20. Allen voices that he thinks we should go back to diesel trucks instead of gas. Florea discusses to pros and cons of going gas. All agree that we should commit to the purchase now for new chassis.

Item ten is to inform the board that MFA will be switching the diesel and gas tanks. We are using more gas and less diesel. MFA will switch so that we can hold more gas in the future.

**Business Manager's Report:** Item one was to inform the board members that accounts receivable current difference is \$0.27.

Item two was to inform the board that we are still currently working on figuring out everything and getting it to balance.

Item three is to inform the board that we have not heard anything from the auditor on the audit. She did say that she is busy finishing up taxes for others and will get back to us later.

**Training Managers Report:**

Item one was to inform the board that there was an airway class on 9/15/22 and there were 37 participants.

Item two was to inform the board John and Becky are doing a webinar on the 18<sup>th</sup> to set up EMS1 for the CEUs.

Item three was to inform the board members that there will be an EVOC training on Oct 13<sup>th</sup> and the driving on 15<sup>th</sup>. We will contact Kawasaki for the driving class on 15<sup>th</sup>.

**Employee Concerns:** It was asked of the board if sick time could be donated to another employee that is in need. Discussion from the board was that it was up to the employees if they wanted to donate or not but that they thought it was a good idea. This should be included in the Sick leave policy.

**Medicaid/Medicare Adjustments:** Allen made the motion to approve the adjustments of \$ 8431.64 and Rickabaugh seconded the motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Rickabaugh, yea, Shipps, yea, a Sparks, yea, and Snodderley yea. Motion carried.

Allen made a motion for invoices to be sent to collections for \$7,371.30 and Rickabaugh seconded motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, and Snodderley yea. Motion carried.

**Old Business:** None brought to board.

**New Business:** None brought to the board.

**Recess:** Sparks made the motion to recess and go into closed session and Allen seconded the motion. Snodderley called for a vote. Allen, yea, Giesken, yea, Rickabaugh, yea, Shipps, yea Sparks, yea, and Snodderley yea. Motion carried.

Closed session begins at 7:50 pm.

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

Open session begins at 8:23 pm.

Snodderley called for a vote. Allen, yea, Giesken, yea, Rickabaugh, yea, Shipps, yea, Sparks, yea, Snodderley yea. Motion carried.

Hardship: Florea will contact and work out a plan.

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

Adjournment at 8:24 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

Signed: \_\_\_\_\_ Pat Giesken, Secretary of the Board of Directors

2022 BUDGET AS OF SEPTEMBER 30, 2022					
	2022	2022 Actual	ACCT	2021 Actual	Percentage
Revenues			#		
Ambulance Receivable	\$1,300,000.00	\$1,018,325.31	4000	\$1,261,156.45	78.33%
Surtax	\$27,000.00	\$39,228.93	4150	\$36,528.19	145.29%
CPR Card Revenue 2617.48	\$2,000.00	\$953.50	4380	\$1,205.00	47.68%
Misc. Income(zoll refund)	\$2,500.00	\$118,323.44	4730	\$60,197.57	4732.94%
Bad Debt Income	\$10,000.00	\$6,836.01	4010	\$17,825.86	68.36%
Interest Income	\$25,000.00	\$14,673.69	4720	\$27,894.88	58.69%
Sales tax income	\$1,350,000.00	\$1,079,613.57	4105	\$1,414,535.10	79.97%
Sale of Assets-CARES Reimbursement	\$0.00	\$0.00	4710		#DIV/0!
Knights van Revenues		\$500.00	4008	\$2,760.00	#DIV/0!
Pat Van Revenues	\$25,000.00	\$14,859.90	4009	\$19,360.70	59.44%
FRA FUNDS/GEMT	\$120,000.00	\$48,375.44	4300	\$208,524.00	40.31%
Total	\$2,861,500.00	\$2,341,689.79		\$3,049,987.75	81.83%
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Salaries	\$1,100,000.00	\$764,304.41	5000	\$946,239.93	69.48%
Overtime	\$230,000.00	\$161,879.61	5001	\$218,327.96	70.38%
Special Performance Benefit	\$13,500.00	\$9,666.00	5003	\$12,342.50	71.60%
Rescue/Training Budget	\$60,150.00	\$22,680.62	5300	\$30,850.23	37.71%
Payroll FICA	\$100,000.00	\$77,400.20	5010	\$98,652.26	77.40%
Unemployment Taxes	\$1,500.00	\$0.00	5015	\$234.07	0.00%
Employee Benefits	\$150,000.00	\$140,292.86	5020	\$152,382.88	93.53%
Longevity Pay	\$4,500.00	\$3,700.00	5021	\$3,500.00	82.22%
Health. Ins. Pay out & Retirement	\$78,000.00	\$36,411.60	5005	\$74,427.60	46.68%
<b>Mo Lagers Expense 13.8%</b>	<b>\$218,900.00</b>	<b>\$616,737.63</b>	<b>5006</b>	<b>\$140,489.55</b>	<b>281.74%</b>
<b>Stipends</b>	<b>\$0.00</b>	<b>\$6,950.00</b>	<b>5008</b>		#DIV/0!
Workman's Comp	\$75,000.00	\$39,380.70	5040	\$59,743.97	52.51%
Fleet/Mail/Liab Ins. Bond	\$72,000.00	\$75,405.00	5041	\$68,897.00	104.73%
Accident/Health Insurance	\$4,000.00	\$3,519.67	5044	\$3,484.33	87.99%
Rent/Lease	\$2,500.00	\$2,008.00	5050	\$1,653.50	80.32%
Legal/ Accounting	\$26,000.00	\$5,497.70	5060	\$29,486.62	21.15%
<b>Administration Expense</b>	<b>\$8,500.00</b>	<b>\$15,382.38</b>	<b>5070</b>	<b>\$7,124.75</b>	<b>180.97%</b>
Election Expense	\$3,500.00	\$0.00	5080	\$119.00	0.00%
Advertising Expense	\$500.00	\$348.00	5090		69.60%
Fuel & Oil	\$53,000.00	\$46,609.31	5100	\$37,920.64	87.94%
Fleet Repair	\$35,000.00	\$16,326.72	5110	\$34,843.39	46.65%
Building Repair/Maintenance	\$12,500.00	\$6,329.57	5135	\$13,533.00	50.64%
Medical & Operating Exp ***	\$70,000.00	\$60,868.24	5120	\$69,761.62	86.95%
Office Supplies	\$12,500.00	\$10,203.42	5130	\$11,959.66	81.63%
Technical Support	\$29,000.00	\$20,585.73	5131	\$20,193.11	70.99%
H.S.A. Expense	\$7,500.00	\$1,020.30	5025	\$5,888.16	13.60%
Utilities	\$22,000.00	\$12,867.57	5140	\$16,075.93	58.49%
Telephone/Cell	\$8,500.00	\$6,377.40	5150	\$8,282.05	75.03%
Dues & Subscriptions	\$800.00	\$598.00	5180	\$1,098.00	74.75%
Laundry	\$2,500.00	\$0.00	5190	\$168.00	0.00%
Radios/Repairs Maint	\$4,300.00	\$4,238.90	5220	\$3,729.00	98.58%
Collection Expense	\$4,500.00	\$1,580.07	5290	\$4,301.01	35.11%
Miscellaneous Expense	\$3,500.00	\$8,825.91	5280	\$2,109.42	252.17%

<b>2022 Ambulance Budget Continued</b>					
	2022	2022 Actual	ACCT	2021 Actual	Percentage
New Ambulance/van	\$150,000.00	\$144,158.05	5115	\$0.00	96.11%
Bad Debt Allowance	\$260,000.00	\$202,757.00	5250	\$263,383.95	77.98%
Dispatching Expense	\$75,000.00	\$56,250.00	5105	\$71,765.00	75.00%
*New Rescue Equipment	\$110,000.00	\$162,735.15	5117	\$38,546.43	147.94%
Pat Van Expenditures	\$40,000.00	\$29,407.59	N/A	\$41,515.25	73.52%
GEMT Expense	\$67,500.00	\$36,628.52	5112	\$67,458.08	54.26%
Promotional items	\$1,000.00	\$424.02	5285	\$54.98	42.40%
<b>Total</b>	<b>\$3,117,650.00</b>	<b>\$2,810,355.85</b>		<b>\$2,560,542.83</b>	<b>90.14%</b>
<b>2022 Training Expense Detail</b>					
Expenditures	2022	2022 Actual	ACCT	2021 Actual	Percentage
Instructor's Training Wages *	\$9,000.00	\$48.18	5300	\$56.53	0.54%
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	\$2,787.34	5301	\$3,000.00	55.75%
Mandatory classes,	\$4,200.00	\$1,485.97	5305	\$1,657.56	35.38%
CE Empl.Wages 5303 &5370		\$1,702.84	5303	\$7,939.34	
Employee CE Elective	\$17,750.00	\$7,975.00	5370	\$6,865.99	54.52%
Guest Instructor Wages	\$3,000.00	\$0.00	5340	\$575	0.00%
<b>1st Responder Orig. Cert Wages</b>	<b>\$2,700.00</b>	<b>\$4,327.64</b>	<b>5302</b>	<b>\$2,166.78</b>	<b>160.28%</b>
<b>1st responder Refresher Wages</b>	<b>\$800.00</b>	<b>\$1,757.19</b>	<b>5304</b>	<b>\$889.53</b>	<b>219.65%</b>
Training Equipment/Maintenance	\$6,000.00	\$74.80	5310	\$4,616.74	1.25%
Training Books/Office expense	\$1,000.00	\$0.00	5331		0.00%
Training Miscellaneous/24-7	\$1,600.00	\$669.66	5380	\$999.23	41.85%
New EMD Training	\$3,000.00	\$0.00	5106		0.00%
Medical Director & Guest Instructor	\$1,500.00	\$200.00	5385	\$100.00	13.33%
EMD CEU Training	\$1,500.00	\$0.00	5107		0.00%
Training Supplies	\$2,500.00	\$1,652.00	5320	\$1,983.53	66.08%
<b>Total</b>	<b>\$60,150.00</b>	<b>\$22,680.62</b>		<b>\$30,850.23</b>	<b>37.71%</b>
<b>2022 Wheel Chair Budget</b>					
	2022	2022 Actual	ACCT	2021 Proj	
w/c Actual Charges	\$25,000.00	\$14,859.90	4009	\$19,360.70	59.44%
Knights Pat Van	\$3,500.00	\$500.00	4008	\$2,760.00	14.29%
Contribution					
<b>Total</b>	<b>\$28,500.00</b>	<b>\$14,859.90</b>		<b>\$22,120.70</b>	<b>52.14%</b>
<b>2022 Wheel Chair Expenditures</b>					
Salaries	\$32,500.00	\$26,899.93	5009	\$30,956.52	82.77%
Overtime	\$1,200.00	\$69.70	5019	\$145.41	5.81%
<i>Payroll FICA W Amb</i>	\$2,600.00	\$0.00			0.00%
Repairs/Maint	\$3,500.00	\$1,192.60	5129	\$4,936.87	34.07%
<i>Fuel &amp; Oil</i>	\$4,000.00	\$1,215.36	5109	\$5,278.61	30.38%
New Equipment	\$500.00	\$0.00	5119	4.84	0.00%
Advertisement	\$50.00	\$30.00	5099	\$193.00	60.00%
<b>Total</b>	<b>\$44,350.00</b>	<b>\$29,407.59</b>		<b>\$41,515.25</b>	<b>66.31%</b>
<i>less FICA</i>	<i>\$41,750.00</i>	<i>\$29,407.59</i>		<i>\$41,515.25</i>	