

**Nodaway County Ambulance District  
103 W Carefree Maryville, MO 6446  
January 10 2024**

**Next meeting February 14, 2024**

**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:**

Jan 10, 2024

7:06 PM

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

**Board members Absent:** PHIL RICKABAUGH

### **Introduction of Guests**

**Presentation of Minutes:** The minutes were presented to the board members. Shipps made the motion to accept the minutes with corrections. Allen 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:** Have gotten rescue and fire members CPR re-certified.

**Presentation of Treasurer's Report:** There is a CD that is coming due on 1-31-24. They will be checking rates and renewing at that time.

**Presentation of bills to be paid:** The bills to be paid were presented. Allen made the motion to pay bills and Shipps 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. Schieffer presented a Modified Cash Accrual Report. Schieffer will also be presenting the report to auditor to get her input on report. Schieffer will be presenting the budget with this form of report each month.

Director of Operations Report:

1. Closed Meeting, Evaluation Leland Lane and Kari Taylor.
2. January Sales Tax Deposits: **\$127,913.24** January through January 2024 year to date sales tax deposits: **\$127,913.24** That's \$7,887.52 more than the same period of 2023. For an increase of **6.5715248%**. And \$2,797.46 more than in 2022 for an increase of 2.2358970%.
3. We applied for the SFY 2024 ARPA SLFRF First Responders Equipment Grant, requested 5 MTS Power Loads @ a cost of \$30,613.50 and 5 Power PRO 2 High Config Cots @ a cost of

\$33,516.00. Also requested the Pro care plan for both. The total cost for the equipment will be \$471,067.23, the district with need to pay \$182,462.39 if we are awarded the grant.

Also applied for the SFY 2024 ARPA SLFRF First Responders Capital Improvements and Interoperable Communications Equipment Grant, requested 6 MOSWIN radios for the ambulances and 6 portable MOSWIN radios with the repeaters, chargers, and extra batteries for a total of \$96,773.76 and a district match of \$48,386.88.

We should know by May if we have received the grants or not.

4. Discussing raises for employees. After many questions and possibilities, a rate for each employee was agreed upon. Allen made a motion to accept the wage increase for current employees and new hires. Shipps seconded the motion. Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.
5. We did a total of 700 transfers from MMC-M to another hospital in 2023. This accounts to roughly 25% of ALL our calls for service, (emergencies, dry runs, standbys, and cancellations). We had discussed limiting transfers from 2am to 6am but there were only 50 during the past year during this time. I feel we can and should be doing these since it is a relatively low number.

Time of day      Total transfers

0:00	35
1:00	33
2:00	15
3:00	12
4:00	15
5:00	8
6:00	11
7:00	8
8:00	9
9:00	7
10:00	17

11:00	20
12:00	19
13:00	35
14:00	46
15:00	43
16:00	50
17:00	46
18:00	61
19:00	27
20:00	54
21:00	51
22:00	41
23:00	37
TOTAL	700

6. Only had 2 sign up for the election, Rick Allen for District 1 and Jace Pine for District 4, we will not have to have an election, I have turned everything into County Clerk.
7. Some stats for 2023: we had 2802 Calls for service, up 285 from last year. 1,163 in county emergency calls and 124 in county non-emergency calls. There were 700 hospital to hospital transfers (from MMC-M), 139 cancelations (no patient contact) and we did 46 standby's. 158 patients were transported from scene to another hospital other than MMC-M. and there were 506 dry runs where patients were evaluated but did not require transport or refused transport. Had a total of 2716 patients.  
  
Pat Van 915, Knights 83.
8. There is a CD due (Discussed during Treasure's report)
9. Senior Citizens Board meeting postponed, has not been rescheduled yet.

## **Business Coordinator and Accounting Report**

Julie

- ESO and Sage balance
- Working on year-end reports and setting up new items for 2024.

Alice

- Balanced ESO and Sage Accounts Receivable totals.
- Working on year- end and starting new reports for 2024
- Completed quarterly reports
- W2's will have to be reported electronically, working with Social Security to set up accounts to do this.

### **Training Managers Report:**

We had the quarterly CPR on Dec 14<sup>th</sup> @ 1800. Becky Mercer taught, and Katie Spears assisted. We had 10 students.

Paramedic class is going great. We are getting ready to start the clinical portion next week.

Jerry Lager has started the EMR class n Ravenwood.

Morgan Wheeler, Angie Jones, Kim Campbell, and Bryan Williams taught the CPR refresher for Maryville fire Jan 2 & 4.

Would like to consider doing another EMT class next year. Possibly rotating EMT and Paramedic every other year.

### **Employee Concerns:**

**Medicaid/Medicare Adjustments:** Allen made the motion to approve the adjustments of \$11,952.62 and Shipps seconded the motion. Allen 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 \$9,961.26, Sparks seconded the motion Sparks seconded the motion. Allen seconded the motion. Snodderley called for a vote, Shipps, yea, Allen, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

**Old Business:** None

### **New Business:**

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

Closed at 8:43 pm.

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

at 9:14pm.

The evaluation for Leland Lane and Kari Taylor were discussed.

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

Adjournment at 9:14 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

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

2024 Proposed Budget					
	2024	2024 Actual	ACCT	2023	Percentage
Revenues			#	2023 Actual	2024
Ambulance Receivable	\$1,600,000.00		4000	\$1,658,166.73	0.00%
Surtax	\$40,000.00		4150	\$46,190.42	0.00%
CPR Card Revenue 2617.48	\$1,000.00		4380	\$1,140.00	0.00%
Misc. Income (HRSA Funds)	\$10,000.00		4730	\$2,555.62	0.00%
Bad Debt Income	\$12,000.00		4010	\$15,557.79	0.00%
Interest Income	\$62,000.00		4720	\$30,575.34	0.00%
Sales tax income	\$1,425,000.00		4105	\$1,458,581.12	0.00%
Sale of Assets-APR Reimbursement	\$0.00		4710		#DIV/0!
EMT & Paramedic classes	\$0.00		4011	\$40,376.31	#DIV/0!
Contra Revenue 7.95%	-\$130,000.00		4009	-\$133,866.10	0.00%
FRA FUNDS/GEMT	\$30,000.00		4300	\$415.08	0.00%
<b>Total</b>	<b>\$3,050,000.00</b>	<b>\$0.00</b>		<b>\$3,119,692.31</b>	<b>0.00%</b>
Expenditures	2024	2024 Actual	ACCT	2023 Actual	Percentage
Salaries	\$1,200,000.00		5000	\$1,032,070.60	0.00%
Overtime	\$182,000.00		5001	\$268,194.16	0.00%
Special Performance Benefit	\$0.00		5003		#DIV/0!
Rescue/Training Budget	\$80,150.00		5300	\$68,386.55	0.00%
Payroll FICA	\$116,000.00		5010	\$106,236.53	0.00%
Unemployment Taxes	\$500.00		5015		0.00%
Employee Benefits	\$240,000.00		5020	\$237,552.55	0.00%
Longevity Pay	\$0.00		5021		#DIV/0!
Health. Ins. Pay out & Retirement	\$31,500.00		5005	\$37,770.69	0.00%
Mo Lagers Expense 9.3%	\$177,000.00		5006	\$104,591.97	0.00%
<b>Stipends</b>	<b>\$15,000.00</b>		<b>5008</b>	<b>\$19,900.00</b>	<b>0.00%</b>
Workman's Comp	\$54,000.00		5040	\$49,748.00	0.00%
Fleet/Mail/Liab Ins. Bond	\$85,000.00		5041	\$80,835.00	0.00%
Accident/Health Insurance	\$3,519.67		5044	\$3,519.67	0.00%
Rent/Lease	\$3,000.00		5050	\$1,960.00	0.00%
Legal/ Accounting	\$16,000.00		5060	\$26,005.97	0.00%
Administration Expense	\$18,000.00		5070	\$11,744.37	0.00%
Election Expense	\$3,500.00		5080	\$181.00	0.00%
Advertising Expense	\$500.00		5090	\$204.00	0.00%
Fuel & Oil	\$60,000.00		5100	\$54,609.32	0.00%
Fleet Repair	\$37,000.00		5110	\$33,836.09	0.00%
Building Repair/Maintenance	\$15,000.00		5135	\$15,598.67	0.00%
Medical & Operating Exp ***	\$68,500.00		5120	\$71,538.99	0.00%
Office Supplies	\$10,000.00		5130	\$9,731.44	0.00%
Technical Support	\$31,000.00		5131	\$38,191.77	0.00%
H.S.A. Expense	\$0.00		5025		#DIV/0!
Utilities	\$22,000.00		5140	\$2,139.34	0.00%
Telephone/Cell	\$6,500.00		5150	\$6,444.82	0.00%
Dues & Subscriptions	\$2,500.00		5180	\$1,323.00	0.00%
Laundry	\$2,500.00		5190		0.00%

Radios/Repairs Maint	\$10,000.00		5220	\$4,815.15	0.00%
Collection Expense	\$5,500.00		5290	\$4,179.26	0.00%
Miscellaneous Expense	\$8,000.00		5280	\$6,826.48	0.00%
<b>2024 Ambulance Budget Continued</b>					
	2024	2024 Actual	ACCT	2023 Actual	Percentage
New Ambulance/van/Equipment	\$131,500.00		5115	\$188,868.80	0.00%
Bad Debt Allowance 8.2%	\$182,900.00		5250	\$214,921.35	0.00%
Dispatching Expense	\$79,586.00		5105	\$77,250.00	0.00%
*New Rescue Equipment	\$53,594.33		5117	\$6,747.05	0.00%
Pat Van Expenditures	\$47,250.00		N/A		0.00%
GEMT Expense	\$50,000.00		0		0.00%
Promotional items	\$1,000.00		5285	\$180.56	0.00%
<b>Total</b>	<b>\$3,050,000.00</b>	<b>\$0.00</b>			0.00%
<b>2024 Training Expense Detail</b>					
Expenditures	2024	2024 Actual	ACCT	2023 Actual	Percentage
Instructor's Training Wages *	\$9,000.00		5300	\$818.31	\$0.00
Instructor's Training Lodging *			5360	\$1,273.19	
Instructor's Training Mileage *			5361		
Instructor's tuition/books	\$600.00		5330	\$359.00	0.00%
PARAMEDIC CLASS EXPENSE	\$1,000.00		5375	\$16,950.05	
CE Instructor wages **	\$5,000.00		5301	\$1,863.01	0.00%
Mandatory classes,	\$4,200.00		5305	\$2,793.37	0.00%
CE Empl.Wages 5303 &5370			5303	\$1,399.58	
Employee CE Elective	\$14,750.00		5370	\$21,492.50	0.00%
Guest Instructor Wages	\$2,000.00		5340		0.00%
1st Responder Orig. Cert Wages	\$5,000.00		5302	\$1,700.93	0.00%
1st responder Refresher Wages	\$2,000.00		5304	\$1,385.72	0.00%
Training Equipment/Maintenance	\$6,000.00		5310	\$380.95	0.00%
Training Books/Office expense	\$1,000.00		5331	\$194.25	0.00%
Training Miscellaneous/24-7	\$1,600.00		5380	\$4,473.87	0.00%
Medic Inst Wage	\$5,500.00		5106	\$3,999.77	0.00%
Medical Director	\$1,500.00		5385		0.00%
<b>Emt/Paramedic Training Overtime</b>	<b>\$18,500.00</b>		5107	<b>\$8,893.55</b>	0.00%
Training Supplies	\$2,500.00		5320	\$408.50	0.00%
<b>Total</b>	<b>\$80,150.00</b>	<b>\$0.00</b>		<b>\$68,386.55</b>	0.00%
<b>2024 Wheel Chair Budget</b>					
	2024	2024 Actual	ACCT	2023 Actual	
w/c Actual Charges	\$25,000.00		4009	\$28,684.70	0.00%
Contribution	\$998.47		2107	\$1,030.97	0.00%
<b>Total</b>	<b>\$25,000.00</b>			<b>\$29,715.67</b>	0.00%
<b>2024 Wheel Chair Expenditures</b>					
Salaries	<b>\$38,000.00</b>		5009	\$38,343.49	0.00%
Overtime	<b>\$1,200.00</b>		5019	\$157.00	0.00%
Payroll FICA W Amb	\$0.00				#DIV/0!
Repairs/Maint	<b>\$3,500.00</b>		5129	\$6,985.71	0.00%
Fuel & Oil	<b>\$4,000.00</b>		5109		0.00%



New Equipment	<b>\$500.00</b>		5119		0.00%
Advertisement	<b>\$50.00</b>		5099		0.00%
Total	<b>\$47,250.00</b>	\$0.00		<b>\$45,486.20</b>	0.00%
<i>less FICA</i>	<b><i>\$47,250.00</i></b>	<i>\$0.00</i>			