

**Nodaway County Ambulance District
103 W Carefree Maryville, MO 64468
AUG 16, 2023**

Next meeting Sept 13, 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:

Aug 16,2023

7:02 PM

Board Members Present: HERB SNODDERLEY, RICK ALLEN, PAT GIESKEN, PHIL RICKABAUGH

Board members Absent: Carrie Sparks and Mary Beth Shipp

Introduction of Guests:

Presentation of Minutes: The minutes were presented to the board members. Rickabaugh made the motion to accept the minutes. Allen seconded the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, 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: Have a new Rescue Squad member, Danae Holtman.

Report from Maryville Rescue Squad: Have had 29 calls that they assisted with since the last meeting.

The purchase of rescue training equipment has been made and received. Thank you to the board for this purchase.

On July 27, Maryville Fire responded to a structure fire. 132 was on standby, they had cool drinks and towels supplied by the ambulance district. available for the fire crew. This was greatly appreciated.

Presentation of Treasurer's Report: No changes as of right now.

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

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

Director of Operations Report:

1. Closed meeting. There will be a closed meeting for paramedic Rick Maudlin, EMT Bob Phillips.
2. Aug Tax Deposits: **\$124,849.8** January through August year to date sales tax deposits: **\$955,967.37** That's **(\$21,598.57)** more than the same period of 2022 (\$934,368.80). For a gain of **2.3115680% over 2022**, and \$51,113.67 more than in 2021 (\$904,853.70) for an increase of 5.6488325%.
3. 134 will go to Lifeline Emergency Vehicles on 8/18/2023 for a remount.

4. Lift Assists. The policy on lift assists was reviewed and approved by the board.
5. Repairs made front dormer support post over entryway to the office, still needs wood on outer edges.
6. EMT Training Wages for Paramedic class? It was brought to the board that the agency would like to make it so the employees in Paramedic class would be able to use their CEU stipend for the year to put towards the cost if they so choose. The board discussed and agreed that this would be a great benefit to employees.

Business Coordinator and Accounting Report

JULIE

- Still getting some of the old trips paid, slowly.
- ESO and Sage balance
-

ALICE

- Balanced ESO and Sage Accounts Receivable totals.
- Auditor here August 17th – 21st; she will be at our September board meeting to go over audit.
- Medicare revalidation is ready to be uploaded and submitted once I get signature from Herb.
- Entered trips and payments in ESO – getting a better understanding of ESO.

Training Managers Report:

Aug Minutes

There was an EMR Fresher on Aug 12th.

Aug 26th will be the EVOC driving refresher taught by John Maxwell at 0800.

We have 6 applications for the Paramedic class. Entrance testing is Aug 15th and 16th. The interviews will be held on Aug 23rd and 24th.

Sept 5th is the first day of Paramedic class.

Upcoming CPR quarterly will be Sept 14th.

John Maxwell, my assistant manager, has agreed to take over the EMR training and the quarterly CPR training. While I am teaching the Paramedic class and coordinating the EMT class that will begin in Jan 2024.

Employee Concerns: Paramedic Wheeler presented the request to be able to do the Breast Cancer Awareness t-shirts again. The employees will be able to wear them during the month of October.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$ 7,883.98 and Rickabaugh seconded the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Snodderley, yea Motion carried.

Allen made a motion for invoices to be sent to collections for \$13,247.96, Rickabaugh seconded the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Snodderley, yea Motion carried.

Old Business: None

New Business: McQueen presented that him and Fire Interim Chief have been discussing applying for Funds from grant options to purchase new, updated extrication tools for the rescue squads. This was fueled by the new Federal Trauma Protocols. There was also discussion of training on rescuing patients from electrical vehicles.

Closed Meeting: Snodderley made a motion to go into closed session, Allen second the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Snodderley, yea Motion carried. Went to closed session at 8:04 pm.

Open Meeting: Allen made a motion to open session, Giesken second the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Snodderley, yea Motion carried. Opened at 8:35 pm.

The Evaluation for Rick Maudlin and Robert Phillips was reviewed and discussed.

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

Adjournment at 8:36 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

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

JULY 31, 2023 Budget					
	2023	2023 Actual	ACCT	2022	Percentage
Revenues			#	Actual	2023
Ambulance Receivable	\$1,350,000.00	\$958,921.80	4000	\$1,411,321.89	71.03%
Surtax	\$25,000.00	\$41,817.71	4150	\$43,372.82	167.27%
CPR Card Revenue 2617.48	\$2,000.00	\$520.00	4380	\$1,243.50	26.00%
Misc. Income(HRSA Funds)	\$2,500.00	\$2,085.96	4730	118,489.04	83.44%
Bad Debt Income	\$10,000.00	\$10,892.43	4010	\$10,748.40	108.92%
Interest Income	\$20,000.00	\$9,371.35	4720	\$17,337.71	46.86%
Sales tax income	\$1,410,000.00	\$831,119.11	4105	\$1,457,129.47	58.94%
Sale of Assets-APR Reimbursement	\$0.00		4710	\$0.00	#DIV/0!
EMT & Paramedic classes	\$64,000.00		4011	\$1,260.00	0.00%
Contra Revenue 8.6%	-\$116,100.00	-\$71,413.73	4001	\$19,499.40	61.51%
FRA FUNDS/GEMT	\$60,000.00	\$28,955.75	4300	\$116,524.03	48.26%
Total	\$2,827,400.00	\$1,812,270.38		\$3,078,437.22	64.10%
Expenditures	2023	2023 Actual	ACCT	2022 Actual	Percentage
Salaries	\$1,100,000.00	\$586,757.63	5000	\$991,545.83	53.34%
Overtime	\$230,000.00	\$156,526.18	5001	\$220,203.37	68.05%
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	\$60,994.62	5010	\$101,223.74	60.99%
Unemployment Taxes	\$1,500.00		5015	\$0.00	0.00%
Employee Benefits	\$240,000.00	\$141,981.09	5020	\$190,987.33	59.16%
Longevity Pay	\$0.00		5021	\$3,700.00	#DIV/0!
Health. Ins. Pay out & Retirement	\$40,000.00	\$21,425.29	5005	\$47,505.30	53.56%
Mo Lagers Expense 8.4%	\$130,000.00	\$59,418.17	5006	\$1,247,307.17	45.71%
Stipends	\$18,000.00	\$7,950.00	5008	\$15,250.00	44.17%
Workman's Comp	\$68,000.00	\$27,726.00	5040	\$39,470.70	40.77%
Fleet/Mail/Liab Ins. Bond	\$86,000.00		5041	\$75,453.93	0.00%
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	\$20,336.59	5060	\$7,268.18	84.74%
Administration Expense	\$18,000.00	\$9,823.50	5070	\$15,274.63	54.58%
Election Expense	\$3,500.00		5080	\$60.00	0.00%
Advertising Expense	\$500.00		5090	\$348.00	0.00%
Fuel & Oil	\$65,000.00	\$28,851.40	5100	\$59,824.94	44.39%
Fleet Repair	\$35,000.00	\$20,461.82	5110	\$24,602.34	58.46%
Building Repair/Maintenance	\$12,500.00	\$8,723.08	5135	\$7,424.37	69.78%
Medical & Operating Exp ***	\$79,000.00	\$35,759.15	5120	\$73,426.15	45.26%
Office Supplies	\$15,000.00	\$5,269.48	5130	\$13,771.11	35.13%
Technical Support	\$29,000.00	\$10,207.61	5131	\$39,790.91	35.20%
H.S.A. Expense	\$7,500.00		5025	\$1,374.24	0.00%
Utilities	\$22,000.00	\$10,712.70	5140	\$16,819.92	48.69%
Telephone/Cell	\$8,500.00	\$3,346.77	5150	\$7,957.56	39.37%
Dues & Subscriptions	\$800.00	\$1,098.00	5180	\$598.00	137.25%
Laundry	\$2,500.00		5190	\$0.00	0.00%
Radios/Repairs Maint	\$9,000.00	\$1,592.50	5220	\$4,552.35	17.69%
Collection Expense	\$3,500.00	\$3,278.73	5290	\$2,366.20	93.68%
Miscellaneous Expense	\$10,000.00	\$4,733.77	5280	\$13,430.15	47.34%
2023 Ambulance Budget Continued					
	2023	2023 Actual	ACCT	2022 Actual	Percentage
New Ambulance/van/Equipment	\$70,000.00		5115	\$144,158.05	0.00%

Bad Debt Allowance 8.2%	\$106,600.00	\$127,573.70	5250	\$280,997.99	119.68%
Dispatching Expense	\$77,250.00	\$38,625.00	5105	\$75,000.00	50.00%
*New Rescue Equipment/Supplies	\$0.00	\$6,747.05	5117	\$170,414.96	#DIV/0!
Pat Van Expenditures	\$41,750.00	\$21,456.87	N/A	\$37,037.49	51.39%
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	\$1,463,593.01		\$3,985,240.40	51.73%
2023 Training Expense Detail					
Expenditures	2023	2023 Actual	ACCT	2022 Actual	Percentage
Instructor's Training Wages *	\$9,000.00		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%
CE Instructor wages **	\$5,000.00	\$1,401.42	5301	\$3,544.55	28.03%
Mandatory classes,	\$4,200.00	\$1,167.51	5305	\$1,943.60	27.80%
CE Empl.Wages 5303 &5370		\$1,399.58	5303	\$1,834.45	
Employee CE Elective	\$17,750.00		5370	\$1,475.00	7.88%
Guest Instructor Wages	\$2,000.00		5340	\$0.00	0.00%
1st Responder Orig. Cert Wages	\$5,000.00	\$1,139.96	5302	\$4,327.64	22.80%
1st responder Refresher Wages	\$2,000.00	\$1,155.88	5304	\$2,017.35	57.79%
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	\$4,221.27	5380	\$798.34	263.83%
Paramedic Instructor Wage Training	\$65,000.00	\$599.52	5106	\$0.00	0.92%
Medical Director & Guest Instructor	\$1,500.00		5385	\$300.00	0.00%
Emt/Paramedic Training Overtime	\$1,500.00	\$1,673.41	5107	\$0.00	111.56%
Training Supplies	\$2,500.00	\$287.50	5320	\$3,458.93	11.50%
Total	\$124,650.00	\$14,854.70		\$23,254.04	11.92%
2023 Wheel Chair Budget					
	2023	2023 Actual	ACCT	2022 Actual	
w/c Actual Charges	\$25,000.00	\$15,010.10	4009	\$19,499.40	60.04%
Contribution/Donations	\$998.47	\$983.47	2107		-\$15.00
Total	\$25,000.00	\$15,010.10		\$19,499.40	60.04%
2023 Wheel Chair Expenditures					
Salaries	\$32,500.00	\$21,456.87	5009	\$34,347.49	66.02%
Overtime	\$1,200.00		5019	\$252.04	0.00%
<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	\$21,456.87		\$37,037.49	48.38%
<i>less FICA</i>	\$41,750.00	\$21,456.87		\$37,037.49	

