

**Nodaway County Ambulance District
103 W Carefree Maryville, MO 64468
December 13, 2023**

Next meeting January 10, 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:

DEC 13, 2023

7:06 PM

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

Board members Absent: MARY BETH SHIPPS

Introduction of Guests

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

Presentation of Treasurer's Report: Nothing changed. Nothing to roll over at this time. The board would like to see what is left to pay on the Lager's Retirement. They requested that those totals be brought to the next meeting. The NCAD contribution went up to 9.3%.

Presentation of bills to be paid: The bills to be paid were presented. Rickabaugh made the motion to pay bills and Sparks second the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, 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. The revised budget was discussed, questioned on why some of the items went up in cost. Allen made a motion to approve the revised budget, Rickabaugh seconded. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

Director of Operations Report:

1. Closed meeting, EMT Kaci Billings.
2. December Tax Deposits: **\$142,276.23** January through December year to date sales tax deposits: **\$1,458,559.41** That's **(\$1,429.94)** More than the same period of 2022 (1,457,129.47). For a gain of 0.0981340% **over 2022**, and **\$44,074.43** more than in 2021 (\$1,414,484.98) for an increase of **3.1159348%**.

3. 133 has been fixed and back in service.

137 was repaired.

138 needs a new AC unit Has been ordered from Central States Bus Co. \$1669.29 + shipping.

4. 134 was placed in Service 11/21/2023

5. Board needs to appoint someone to the Joint 911 Oversight Board. After some discussion Sparks made a motion to appointed Jared McQueen as the representative to the Joint 911 Oversight Board. Allen seconded. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

6. Financial Assistance Request - (Closed Meeting)

7. Review & Approve 2023 Adjustments.

8. Review & Approve 2024 Proposed Budget. The budget was discussed, Allen made a motion to approve the 2024 budget, Rickabaugh, seconded. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

9. Pat Van Senior Fund Match of \$9,500 has been depleted around mid-October. There was much discussion on the amount of the cost to the Ambulance Dist. to cover the costs of the Pat Van after the Senior Board Funds are depleted. There was a discussion on co-pays for each ride they get from Pat Van. Allen made a motion to accept setting fees and recommended. Rickabaugh seconded. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

Budget Amendments 2023 (Discussed during Revenue and Expenses)

Revenue

		Current	Add	New Budget Amt
Contra Revenue	4009	\$-116,100	-\$9,400	\$-125,000

Expenses

OT Wages	5001	\$230,000	\$48,000	\$278,000
FICA	5010	\$100,000	\$8,000	\$108,000
Stipends	5030	\$18,000	\$3,500	\$21,500
Fleet Repair	5135	\$35,000	\$6,000	\$41,000
Build Repair/Maint	5135	\$12,500	\$4,700	\$17,200
Technical Support	5131	\$29,000	\$11,000	\$40,000

Collection Expense	5290	\$3,500	\$1,500	\$5,000
New Amb/Van Equip	5115	\$70,000	\$130,000	\$200,000
New Rescue Equip	5117	\$0.00	\$7,000	\$7,000
Paramedic class5303	5370	\$17,500	\$9,900	\$27,500
Train Miscellaneous	5380	\$1,600	\$3,400	\$5,000
Medic Inst, Wage	5106	\$65,000	-\$61000	\$4,000
Medic Inst. OT Wage	5107	\$1,500	\$7,000	\$7,500
Pat Van Reg Wages	5009	\$32,500	\$7,500	\$40,000
PV FICA	0000	\$2,600	\$400	\$3,000
PV Repairs/Maint	5129	\$3,500	\$3,200	\$6,700
PV Fuel & Oil	5109	\$4,000	\$2,000	\$6,000

10. A lot of discussion at the crew meeting about transfers and how to handle them. Asking the board for any input on this topic.

11. We will be having our crew meetings next year every other month instead of quarterly.

Business Coordinator and Accounting Report

JULIE

- ESO and Sage balance

ALICE

- Balanced ESO and Sage Accounts Receivable totals.
- Completed GEMT Medicaid report.
- Continuing to work on Budget and Financials.

Training Managers Report:

John Maxwell taught EMR refresher Dec 9th

We have quarterly CPR Dec 14th @ 1800

Paramedic class is going great. We have ACLS next week. Clinicals will start in January.

Jerry Lager is going to do an EMR class in Ravenwood starting Jan 10th – Feb 23rd on Wednesdays and Fridays 1800-2200.

Employee Concerns: EMTP Wheel brought up the possibility of moving the rescue truck from Burlington JCT to Clearmont. There are more rescue squad members from the Clearmont area. This idea will be brought up at the next squad meeting.

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$8989.71 and Rickabaugh seconded the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

Allen made a motion for invoices to be sent to collections for \$16,451.54, Rickabaugh, seconded the motion Sparks seconded the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

Old Business: None

New Business: New information coming on No Surprise Billing. This will be including Ground Ambulance soon.

Medicare rates came in but not much of an increase.

Closed Meeting: Rickabaugh made a motion to go to closed session, Allen second, Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried. Closed at 9:03pm.

Open Meeting: Giesken made a motion to into open meeting, Sparks, second. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried. Opened at 10:21pm.

The evaluation of Kaci Billings was discussed. The hardship case was discussed, and administration will take steps as directed.

Giesken made a motion that Jared McQueen be named as the new Director of Nodaway County Ambulance District, effective December 16,2023. Allen seconded the motion. Snodderley called for a vote, Allen, yea, Giesken, yea, Rickabaugh, yea, Sparks, yea, Snodderley, yea Motion carried.

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

Adjournment at 10:22 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

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

NOV 30, 2023 Budget					
	2023	2023 Actual	ACCT	Revised 2023	Percentage
Revenues			#		2023
Ambulance Receivable	\$1,350,000.00	\$1,527,783.06	4000		113.17%
Surtax	\$25,000.00	\$41,930.20	4150		167.72%
CPR Card Revenue 2617.48	\$2,000.00	\$810.00	4380		40.50%
Misc. Income(HRSA Funds)	\$2,500.00	\$2,050.11	4730		82.00%
Bad Debt Income	\$10,000.00	\$14,066.74	4010		140.67%
Interest Income	\$20,000.00	\$30,203.68	4720		151.02%
Sales tax income	\$1,410,000.00	\$1,316,284.60	4105		93.35%
Sale of Assets-APR Reimbursement	\$0.00		4710		#DIV/0!
EMT & Paramedic classes	\$64,000.00	\$40,376.31	4011		63.09%
Contra Revenue 8.6%	-\$116,100.00	\$123,231.56	4001	-\$125,500.00	-106.14%
FRA FUNDS/GEMT	\$60,000.00	\$415.08	4300		0.69%
Total	\$2,827,400.00	\$3,097,151.34			109.54%
Expenditures	2023	2023 Actual	ACCT	Revised 2023	Percentage
Salaries	\$1,100,000.00	\$924,139.73	5000		84.01%
Overtime	\$230,000.00	\$249,521.57	5001	\$278,000.00	108.49%
Special Performance Benefit	\$500.00		5003		0.00%
Rescue/Training Budget	\$124,650.00	\$64,659.09	5300		51.87%
Payroll FICA	\$100,000.00	\$97,216.21	5010	\$108,000.00	97.22%
Unemployment Taxes	\$1,500.00		5015		0.00%
Employee Benefits	\$240,000.00	\$222,756.25	5020		92.82%
Longevity Pay	\$0.00		5021		#DIV/0!
Health. Ins. Pay out & Retirement	\$40,000.00	\$34,501.61	5005		86.25%
Mo Lagers Expense 8.4%	\$130,000.00	\$95,525.38	5006		73.48%
Stipends	\$18,000.00	\$17,750.00	5008	\$21,500.00	98.61%
Workman's Comp	\$68,000.00	\$46,476.00	5040		68.35%
Fleet/Mail/Liab Ins. Bond	\$86,000.00	\$80,835.00	5041		93.99%
Accident/Sickness Insurance	\$4,000.00	\$3,519.67	5044		87.99%
Rent/Lease	\$2,500.00	\$1,960.00	5050		78.40%
Legal/ Accounting/Pocessing Fees	\$24,000.00	\$25,420.12	5060		105.92%
Administration Expense	\$18,000.00	\$11,744.37	5070		65.25%
Election Expense	\$3,500.00	\$91.00	5080		2.60%
Advertising Expense	\$500.00	\$294.00	5090		58.80%
Fuel & Oil	\$65,000.00	\$50,392.82	5100		77.53%
Fleet Repair	\$35,000.00	\$33,279.09	5110	\$41,000.00	95.08%
Building Repair/Maintenance	\$12,500.00	\$14,511.16	5135	\$17,200.00	116.09%
Medical & Operating Exp ***	\$79,000.00	\$62,304.38	5120		78.87%
Office Supplies	\$15,000.00	\$9,346.69	5130		62.31%
Technical Support	\$29,000.00	\$37,646.77	5131	\$40,000.00	129.82%
H.S.A. Expense	\$7,500.00		5025		0.00%
Utilities	\$22,000.00	\$20,266.01	5140	\$16,819.92	92.12%
Telephone/Cell	\$8,500.00	\$5,847.92	5150	\$7,957.56	68.80%
Dues & Subscriptions	\$800.00	\$1,323.00	5180	\$2,000.00	165.38%
Laundry	\$2,500.00		5190		0.00%
Radios/Repairs Maint	\$9,000.00	\$4,815.15	5220		53.50%
Collection Expense	\$3,500.00	\$4,179.26	5290	\$5,000.00	119.41%
Miscellaneous Expense	\$10,000.00	\$5,120.89	5280		51.21%
Ambulance Budget Continued					
	2023	2023 Actual	ACCT	Revised 2023	Percentage
New Ambulance/van/Equipment	\$70,000.00	\$188,868.80	1530 & 5115	\$200,000.00	269.81%
Bad Debt Allowance 11.4%	\$106,600.00	\$201,525.65	5250		189.05%
Dispatching Expense	\$77,250.00	\$57,937.50	5105		75.00%
*New Rescue Equipment/Supplies	\$0.00	\$6,747.05	5117	\$7,000.00	#DIV/0!
Pat Van Expenditures	\$41,750.00	\$30,186.73	N/A		72.30%
GEMT Expense	\$42,000.00	\$40,256.31	0		95.85%
Promotional items	\$1,000.00	\$180.56	5285		18.06%

Add
-\$9,400.00

\$48,000.00

\$8,000.00

\$3,500.00

\$6,000.00

\$4,700.00

\$11,000.00

\$1,200.00

\$1,500.00

\$130,000.00

\$7,000.00

Total	\$2,829,050.00	\$2,651,145.74			93.71%	
Training Expense Detail						
Expenditures	2023	2023 Actual	ACCT	Revised 2023	Percentage	
Instructor's Training Wages *	\$9,000.00	\$818.31	5300		\$0.23	
Instructor's Training Lodging *		\$1,273.19	5360			
Instructor's Training Mileage *			5361			
Instructor's tuition/books	\$600.00	\$359.00	5330		59.83%	
PARAMEDIC CLASS EXPENSE		\$16,293.11	5375	\$18,000.00		\$18,000.00
CE Instructor wages **	\$5,000.00	\$1,863.01	5301		37.26%	
Mandatory classes,	\$4,200.00	\$2,214.67	5305		52.73%	
CE Empl.Wages 5303 &5370		\$1,399.58	5303			
Employee CE Elective	\$17,750.00	\$21,492.50	5370	\$35,750.00	128.97%	\$9,900.00
Guest Instructor Wages	\$2,000.00		5340		0.00%	
1st Responder Orig. Cert Wages	\$5,000.00	\$1,649.03	5302		32.98%	
1st responder Refresher Wages	\$2,000.00	\$1,244.28	5304		62.21%	
Training Equipment/Maintenance	\$6,000.00	\$380.95	5310		6.35%	
Training Books/Office expense	\$1,000.00	\$194.25	5331		19.43%	
Training Miscellaneous/24-7	\$1,600.00	\$4,473.87	5380	\$5,000.00	279.62%	\$3,400.00
Paramedic Instructor Wage Training	\$65,000.00	\$2,555.21	5106	\$4,000.00	3.93%	-\$61,000.00
Medical Director & Guest Instructor	\$1,500.00	\$404.94	5385		27.00%	
Emt/Paramedic Training Overtime	\$1,500.00	\$7,731.69	5107	\$8,500.00	515.45%	\$7,000.00
Training Supplies	\$2,500.00	\$311.50	5320		12.46%	
Total	\$124,650.00	\$64,659.09			51.87%	
Wheel Chair Budget						
	2023	2023 Actual	ACCT	Revised 2023		
w/c Actual Charges	\$25,000.00	\$26,175.40	4009		104.70%	
Contribution/Donations	\$998.47	\$1,030.97	2107		103.25%	
Total	\$25,000.00	\$27,206.37		\$0.00	108.83%	
Wheel Chair Expenditures						
Salaries	\$32,500.00	\$35,609.36	5009	\$40,000.00	109.57%	\$7,500.00
Overtime	\$1,200.00	\$106.98	5019		8.92%	
Payroll FICA W Amb	\$2,600.00			\$3,000.00	0.00%	\$400.00
Repairs/Maint	\$3,500.00	-\$5,529.61	5129	\$6,700.00	-157.99%	\$3,200.00
Fuel & Oil	\$4,000.00		5109	\$6,000.00	0.00%	\$2,000.00
New Equipment	\$500.00		5119		0.00%	
Advertisement	\$50.00		5099		0.00%	
Total	\$44,350.00	\$30,186.73			68.06%	
less FICA	\$41,750.00	\$30,186.73				