



Board of Directors Present

Terry Harrington Ryan Cundall Troy Earls Joe Auffert Randall Dennis Missy Kilkenny

Board of Directors Absent

Other Persons Present

Jolaine Lashley, CEO Lisa Meade, CHRO Charles Rader, COO Daniel Marshall, CCO
Nathan Wickham, Operations Supervisor Melissa Lowe, Education Coordinator

August 16th, 2022 Meeting Minutes

Troy Earls, Chairman called the August 16th. **2022 SHCA Board of Directors Meeting** to order at 5:58 pm

OLD BUSINESS

July 2022 Board Minutes:

- Following a review of the July 2022 minutes: no questions presented.

Randall Dennis made a motion to accept the July 2022 board minutes as presented; motion seconded by Troy Earls , Terry Harrington in favor, Ryan Cundall in favor, Joe Auffert in favor, Missy Kilkenny in favor ; all in favor, motion carried.

July 2022 Closed Minutes:

- No closed board minutes to approve.

CEO's Report:

Operational:

- **Sales tax:**
 - Received first of August 2022 was \$ 233,579.02
- **Updates**
 - W/C audit completed:
 - Audit resulted in an additional \$223 in premiums, which has been paid.
 - Supreme Sealcoating has been contacted:
 - Will be in touch soon for scheduling
 - Update on our a/c situation:
 - Outside unit parts have been replaced. Still waiting parts to arrive for the unit located inside server room as reported by repairman.
 - NIMS training:
 - IS -100 is all that is needed. A link was supplied per email for website.

- Opinion of Lessee’s Counsel from Frank Foster.
 - Several points were addressed in the Opinion of our Counsel and the basic points of the Master Equipment Lease Purchase Agreement states that an ambulance district has the requisite power and authority to lease the equipment with an option to purchase and that all actions have been performed in accordance with all open meeting laws, public bidding laws and all other applicable state or federal laws.
- Yearly financial disclosure:
 - Disclosure from board members is only needed if they do more than \$500 of business per year with the ambulance district.
- Line-item amendment resolution revised:
 - Three line-items were erroneously not included in the description of what needed to be changed/updated when the original amendment was presented and approved last month.
 - The dollar amount of each line-item was included in the resolution totals last month.

Terry Harrington made a motion to approve the updated revised line-item amendment resolution due to omission of three line-item description, motion seconded by Troy Earls; Joe Auffert in favor, Missy Kilkenny in favor, Ryan Cundall in favor, Randall Dennis in favor; all in favor; motion carried.

- Letter needed:
 - West Plains Bank is requesting a letter approving the addition of a third signature for banking purposes on both accounts.

Ryan Cundall made a motion for a letter approving the addition of a third signature for banking purpose as requested by West Plains Bank & Trust; seconded by Terry Harrington, Joe Auffert in favor, Randall Dennis in favor, Missy Kilkenny in favor, Randall Dennis in favor; all in favor; motion carried.

NEW BUSINES

July 2022 General Ledger:

- Following a review of the July 2022 general ledger – no questions presented.

Troy Earls made a motion to approve the general ledger as presented; Missy Kilkenny seconded the motion; Ryan Cundall in favor, Randall Dennis in favor, Joe Auffert in favor, Terry Harrington in favor; all in favor; motion carried.

July 2022 Account Balances:

- General Account balances – no questions presented –
- Money Market Account balances – graph presented, no questions

July 2022 expenses/revenues:

- Reviewed the July expenses with no questions presented.

July 2022 billing receivables summary report:

- New report with Digitech was reporting 59% net collections thru July 2022.

WEST PLAINS BANK	
General Account	\$ 76,937.05
Money Market	\$ 2,273,959.20
TOTAL	\$ 2,350,896.25

CEO Report:

General information:

Departmental Reports:

Operational:

- Setting property tax rate for 2022:
 - After a brief discussion:

Terry Harrington made a motion to set our 2022 Property Tax Rate to zero (0); seconded by Randall Dennis; Joe Auffert in favor, Missy Kilkenny in favor, Ryan Cundall in favor, Troy Earls in favor; all in favor; motion carried.

- GEMT update:
 - Supplied the dry runs for 2019 as requested.
- MEDICAID revalidation:
 - Will be working on getting the revalidation completed for Missouri Medicaid, which is due November 1st, 2022.
- Retirement inquiry:
 - An employee asked if we would consider letting them take a loan against their retirement.
 - Currently, SHCAD plan does not allow that particular benefit to the employees.
 - Our representative has been contacted and they were going to be checking into this option, but there may be fees involved to change our existing plans.
 - Will continue the discussion next month after we have additional information.
- Updating downstairs environment:
 - There have been some recent humidity issues that make addressing the downstairs environment a priority.
 - Will present bids and proposals for improvement at next month's board meeting.
- Work session:
 - The board is interested in planning a work session for specially addressing a new wage schedule for 2023.
 - A date for this work session has been set for September 15th, 2022, at 6PM.

IT:

- Work in progress:
 - Continue to work on the new/updated SHIMs (time sheet program).
- TNT rate:
 - Received an email from Digitech informing us that Medicaid has approved a new increase rate for Treat-no-Transport up to \$252.00 and would like approval to increase the rate.

Ryan Cundall made motion to increase the Treat-no-Transport rate to \$252.00; Missy Kilkenny seconded the motion; Joe Auffert in favor, Terry Harrington in favor, Troy Earls in favor, Randall Dennis in favor; all in favor; motion carried.

Education:

- 2020 medic class:
 - Pediatric rotation started at Southern Missouri Community Health Center.
- Current medic:
 - Class started intubation rotation at OZH on Monday 8/15/2022
- EMT class going well
- First Church of God reached out for instruction on AED use, schedule pending.
- Medic and EMT refreshers are scheduled for Fridays through September.

Human Resources:

- Fully staffed with no recent hires or terminations.
- Starting to work on getting organized for Christmas.

Office:

- Write off list presented in the amount of \$1,237.99 for old accounts and two treat-no-transport charges that requested charges be dropped.

Troy Earls made a motion to approve the write-off list for \$1,237.99; motion seconded by Randall Dennis; Joe Auffert in favor, Missy Kilkenny in favor, Ryan Cundall in favor, Terry Harrington in favor, all in favor; motion carried.

Clinical:

- Covid Update:
 - Nothing new to report.
- Call Volume:
 - 598 Total Calls; 551 local calls; 29 short hops; 18 long hops; 376 local transports; 423 Total Transports; 175 non-transports; 19.3 calls per day; transport % of 70.7; non-transport % of 29.3; 103 PRC's; PRC % of 17.2.
- IV Pumps:
 - In the process of building the drug library software and after that the programming of the pumps can begin.
- Supervisor vehicle:
 - Contact was made with Don Brown's Auto and the build has still not started.
 - GM is still working through clearing out the cancelled orders. Once that is complete, then they will update the internal system with tentative build dates – possibly around the first of September.
- Sampson Strap:
 - A new product will be trialed as soon as it arrives called the Sampson Strap.
 - This will help lift patients safely, providing more access points to lift patients from numerous positions with more handle access, reducing awkward lifting positions, reducing risk of injuries.
 - Multiple EMS agencies are currently using this device and have all given it great reviews.
 - Crews have been watching the in-service video the past two weeks, and our trial can begin as soon as the device arrives.
- Fleet update:
 - SH#2, #3, #5 & #8 all have had brake pads and tires replaced.
 - SH#8 had front rotors replaced.
 - SH#2 is currently at Gobel's for repairs after striking a deer.
 - Preventive maintenance continues.

No closed session was convened at this time.

Joe Auffert made a motion to adjourn, motion seconded by Troy Earls; Ryan Cundall in favor, Terry Harrington in favor; Missy Kilkenny in favor, Randall Dennis in favor; all in favor; meeting adjourned at 7:07 pm.

SIGNATURE AND TITLE

DATE