



Board of Directors Present

Ryan Cundall Troy Earls Joe Auffert Randall Dennis Terry Harrington

Board of Directors Absent

Missy Kilkenny

Other Persons Present

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

December 20th, 2022 Meeting Minutes

Troy Earls, Chairman called the December 20th, 2022, **SHCA Board of Directors Meeting** to order at 5:58 pm

OLD BUSINESS

November 2022 Board Meeting Minutes:

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

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

November 2022 Closed Board Minutes:

- No closed board minutes to approve.

CEO's Report:

Operational:

- **Sales tax:**
 - Received first of December 2022 was \$ 206,438.47
- **Updates**
 - April Election – both candidates have submitted paperwork before the deadline.
 - GEMT is completed and waiting on results to know the payback of monies owed.

NEW BUSINESS

November 2022 General Ledger:

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

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

November 2022 Account Balances:

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

November 2022 expenses/revenues:

- No questions

November 2022 billing receivables summary report:

- The current Digitech report was at 67% net collections through Nov 2022.

WEST PLAINS BANK	
General Account	\$ 41,361.78
Money Market	\$ 2,636,611.81
TOTAL	\$ 2,677,973.59

General information:

Departmental Reports:

Operational:

- Replacement of furnace/ac unit:
 - One bid was received from Current, Inc. for \$19,380.00.
 - Still waiting for additional bids.
- Grant Mercantile letter:
 - Credit reporting for medical debt has changed effective 3/30/2023.
 - Medical bills under \$500 are no longer required to be reported.
 - Grant Mercantile will remove them from their system.
 - GM has also put in place a required minimum collection balance of \$100 & \$200, depending on how they are submitted to them.
- EMS Contract:
 - Signature required for our EMS Contract from Frank Flaspohler
- Retirement letter:
 - Kevin Gleghorn from Edward Jones is retiring in a couple of years and his replacement is in training for a seamless transition.
- Medicare revalidation:
 - Working with Digitech to supply information needed for our Medicare renewal due at the end of Feb 2023.

Education:

- EMT class is completed:
 - Three students have passed, and one is waiting to take the exam.
- New EMT class:
 - Six students are slated to start on Jan 6th, 2023.
- Paramedic Class:
 - 90% of students are done with the didactic part of class.
- New Paramedic class scheduled to start on Jan 17, 2023:
 - Four students are registered for the class.
- Classes continue for the community.
- Mike McAfee received a Business Administration Degree in December 2022 and will start as our Educational Program Director in January 2023.
- Simulation equipment needs updating:
 - The quote received from Isimulate to update our current equipment was \$2790.00.

- This is a proprietary quote so there are no opposing bids available.
- Requesting board approval for this purchase.

Ryan Cundall made a motion to approve the bid from Isimulate to update the existing equipment: motion was seconded by Randall Dennis; Joe Auffert in favor, Terry Harrington in favor, Troy Earls in favor; all in favor; motion approved.

Human Resources:

- Short one full-time staff and can be filled with either an EMT or Paramedic:
 - Applicants have been received and will be called in for interviews.

Write off list:

- The current write-off list presented also included the 2020 & 2021 accounts in collections with Grant Mercantile, in the amount of \$847,368.55.

Troy Earls made a motion to accept the write-off list in the amount of \$847,368.55; motion was seconded by Terry Harrington; Joe Auffert in favor, Ryan Cundall in favor, Randall Dennis in favor; all in favor; motion carried.

Clinical:

- November 2022:
 - 620 total calls; 20 calls per day; 381 local calls; along with 49 short hops and 21 long hops. 451 total transports; transport percentage of 72.7%. 169 non-transports; non-transport percentage of 27.3%. 103 PRC's; PRC percentage of 16.6%.
 - Total calls Y-T-D are 6,749, 117 calls shy of the yearly record; on pace to set a new yearly run record.
- Illness:
 - Several employees have had the flu and masking is reinstated in the station.
 - Heavy disinfection of the station in place.
 - Encouraging everyone sick to stay home as per policy.
- Employee evaluation completed:
 - Identified some areas of improvement and the forms are being updated.
- Stryker 360:
 - The program is designed to receive funding from the lending institution upfront on our behalf of us and so funds are available for equipment upgrades, etc., and then our payments are made over a ten-year period.
 - An audit was required to assess our overall financial standings and since we did not have one completed last year (2021), and due to the 2019 & 2020 audits, we did not qualify for this program.
 - There may be other means of financing on a smaller time frame, and we can contact them when needed.
- Supervisor vehicle:
 - Still on time frame of starting the build in January 2023.

Maintenance:

- Vehicle spreadsheet presented:
 - Jan 1, 2022 – Dec 1, 2022, total fleet mileage is 293,000. That is an average per month of 25,000 miles.
 - Expected to surpass 300,000 miles this year.
- SH9 transmission issues:
 - Resolved after replacement of a new valve body into the transmission and reprogramming done by the Ford dealership.
- Snow tires are being installed due to pending inclement weather expected this week.

- Normal services and preventive maintenance along with oxygen filling duties continue.

IT:

- Quick Books on-line:
 - Payroll was successfully performed this pay period.
 - They continue to enter our previous payroll info for the year.
- 2023 budget:
 - After discussion of the 2023 budget, it was approved.

Terry Harrington made a motion to accept the 2023 budget as presented; Troy Earls seconded the motion: Joe Auffert in favor, Ryan Cundall in favor, Randall Dennis in favor; all in favor; motion carried.

No closed session was convened at this time.

Ryan Cundall made a motion to adjourn; motion seconded by Troy Earls; Joe Auffert in favor, Terry Harrington in favor, Randall Dennis in favor; all in favor; meeting adjourned at 7:38 pm. seconded – all in favor

SIGNATURE AND TITLE

DATE