

BID



Board of Directors Present

Terry Harrington Ryan Cundall Troy Earls Joe Auffert Randall Dennis

Board of Directors Absent

Missy Kilkenny

Other Persons Present

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

July 19th, 2022, Meeting Minutes

Troy Earls, Chairman called the July 19th, 2022, *SHCA Board of Directors Meeting* to order at 6:02 pm

OLD BUSINESS

June 2022 Board Minutes:

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

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

June 2022 Closed Minutes:

- No closed board minutes to approve.

CEO's Report:

Operational:

- **Sales tax:**
 - Received first of July 2022 was \$ 210,603.01.
- **Updates**
 - W/C audit completed:
 - Still waiting on the official report for any additional premiums owed.
 - Bids on sealcoating driveway/parking lot:
 - Received two bids: one from B&W Asphalt for \$7,739.43 and one from Supreme Sealcoating for \$9,454.58. Supreme Sealcoating's price included all prep and clean-up needed before application, whereas with B&W, the cleaning of the areas was our responsibility.
 - After discussion, it was decided that the bid from Supreme Sealcoating would be accepted.

Randall Dennis made a motion to accept the bid from Supreme Sealcoating for \$9,454.58, up to but not to exceed \$10,000 for any contingency's that may arise apart from the original bid; Troy Earls seconded the motion; Joe Auffert in favor, Ryan Cundall in favor, Terry Harrington in favor, all in favor; motion carried.

- Update on our a/c situation:
 - Parts for the mini-split and an outside unit have arrived.
 - The installation has been delayed with the hot weather until they can get caught up with the service calls of those without air.
- Code of ethics/conflict of interest:
 - This signed declaration by the BOD is required by the MEC every two years.

NEW BUSINES

June 2022 General Ledger:

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

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

June 2022 Account Balances:

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

June 2022 expenses/revenues:

- 2022 Budget Amendment Resolution 07-22 was presented – report included.
 - Revenues amended to reflect a \$361,404.58 increase, with expenses amended to reflect a \$154,966.46 for a net increase of \$206,438.12.
 - Discussion followed with the following results:

Ryan Cundall made a motion to accept the 2022 Budget Amendment Resolution 07-22 as presented, the motion seconded by Randall Dennis; Joe Auffert in favor, Terry Harrington in favor, Troy Earls in favor; all in favor; motion carried.

June 2022 billing receivables summary report:

- New report with Digitech was reporting 59% net collections December 2021 thru June 2022.

WEST PLAINS BANK	
General Account	\$ 64,485.57
Money Market	\$ 2,253,271.75
TOTAL	\$ 2,317,757.32

Departmental Reports:

Operational:

- Updating the By-Laws:
 - Last revision of our By-Laws was in 2019.
 - Revised By-Laws were presented to update changes made since 2019.

Terry Harrington made a motion to accept the revised By-Laws as presented, Ryan Cundall seconded the motion; Troy Earls in favor, Randall Dennis in favor, Joe Auffert in favor, all in favor; motion carried.

- Board member training report:
 - Info changes yearly with new laws and was very enlightening.
 - Requirement for NIMS training for all board members.
 - Cannot make a long-term note without going to voters to get a bond approved.
 - Debt cannot be left for the next new board.
 - Will contact our EMS attorney and get some clarification on leases vs. loans.
 - Questions arose surrounding the Board members reporting a yearly financial disclosure to the MEC – EMS attorney will be consulted.
 - Suggested that yearly evaluation be given to the administrator to give them feedback on their performance and overall operations.

IT:

- Digitech's performance is well above our expectations.
 - Digitech working on getting reports personalized for us.
- Audits for Medicaid and Medicare are ramping up and an area service has some concern after being selected for an audit.
 - Digitech should be able to provide information needed for these audits.
- Surfaces were a budgeted item; an order will be placed to replace 5 of those 4 years old and older.

Education:

- There are two medic classes going on – one from 2021 and the current class of 2022.
 - A student from the 2021 class has dropped out.
 - The current class has proceeded to the net learning and can go to OZH for clinicals.
 - Have entered into an agreement with Southern Missouri Health to have access to pediatric patient contacts to do assessment on children.
- Dr Egly wants to do 8 hours per month of site visits and monitoring students starting in August.
- The new EMT class has 11 persons enrolled and the flip classroom is going well.
 - A new EMT instructor is in training with the current class and will take over in January 2023 with the next new EMT class, which will give us two EMT instructors.
- AHA classes continue to be scheduled on a weekly basis. Instructor will be monitored on Wednesday to continue teaching BLS, with another monitoring session slated for August.

Human Resources:

- A full-time Paramedic who has been previously employed by SHCA has been hired.
- A full-time EMT dropped to PRN status, which was then filled by a PRN EMT wanting full-time.

Office:

- Write-off list in the amount of \$3,616.22 was presented; for old non-active accounts and a lawyer's office who released an aging case due to retirement and did not pursue collection.

Ryan Cundall made a motion to accept the write-off list of \$3,616,22 as presented; Troy Earls seconded the motion; Joe Auffert in favor, Randall Dennis in favor, Terry Harrington in favor; all in favor, motion carried.

Clinical:

- Covid case on the rise:
 - No immediate impact on staffing or call volume currently.
- Clinical Call Volume:
 - 590 total Calls for June 2022; 519 Local; 41 short-hops; 30 long-hops; 345 Local transports; 416 Total transports; 174 non-transports; 96 PRC's. Transports at 70.5%; non-transports at 29.5%; 19.7 calls per day.

- IV pumps:
 - New IV pumps have arrived, and programming will begin this week.
- Zoll Ventilator:
 - Another ventilator needs repairs – same breakdown as the previous ones sent in.

Maintenance:

- Continues with Preventive Maintenance and no significant repairs to report.

No closed session was convened at this time.

Ryan Cundall made a motion to adjourn, Joe Auffert seconded the motion, Terry Harrington in favor, Randall Dennis in favor, Troy Earls in favor; all in favor; motion carried; meeting adjourned at 7:17pm.

SIGNATURE AND TITLE

DATE