



Board of Directors Present

Troy Earls Ryan Cundall Randall Dennis Terry Harrington Missy Smith

Board of Directors Absent

Joe Auffert

Other Persons Present

Jolaine Lashley, CEO Charles Rader, COO Daniel Marshall, CCO Mike McAfee, CEDO
Melissa Lowe, Education Coordinator Jennifer Rader, Business Manager Nathan Wickham, Ops Supervisor

May 16th, 2023 Meeting Minutes

Troy Earls, Chairman called the May 16th **2023, SHCA Board of Directors Meeting** to order at 6:00 pm

OLD BUSINESS

April 2023 Board Meeting Minutes:

- Following a review of the April 2023 minutes: no questions presented.

Ryan Cundall made a motion to accept the April 2023 board minutes as presented; motion seconded by Missy Smith, Randall Dennis in favor, Terry Harrington in favor; Troy Earls in favor; all in favor, motion carried.

April 2023 Closed Board Minutes:

- Following a review of the April 2023 closed minutes: no questions presented.

Randall Dennis made a motion to accept the April 2023 closed board minutes as presented; motion seconded by Terry Harrington, Troy Earls in favor, Ryan Cundall in favor, Missy Smith in favor; all in favor, motion carried.

CEO's Report:

Operational:

- **Sales tax:**
 - Received first of May 2023 was \$173,141.31.
- **Updates**
 - GEMT payment:
 - Return of \$20,397.62 received first part of May.
 - Employee Health Insurance:
 - Informal vote taken outside of meeting to keep insurance as is

Terry Harrington made a motion to not change current employee insurance as presented; motion seconded by Missy Smith, Randall Dennis in favor, Ryan Cundall in favor, Troy Earls in favor; all in favor, motion carried.

NEW BUSINESS

April 2023 General Ledger:

- Following a review of the **April 2023** general ledger – no questions presented.

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

April 2023 Account Balances:

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

April 2023 expenses/revenues:

- No questions

April 2023 billing receivables summary report:

- Digitech reporting is now at 70% in net collections from Dec 21 - April 2023.

WEST PLAINS BANK	
General Account	\$26,713.30
Money Market	\$2,464,386.14
TOTAL	\$2,491,099.44

General information:

Departmental Reports:

Operational:

- Presentation of office staff responsibilities
 - Board to look over and present any questions at next meeting.
- MultiPlan/Zelis information to be tracked for contract vs. insurance payment pricing.
 - Asking Digitech their thoughts
- Presentation of new employee vending machine quotes
 - Reviewed and following a brief discussion:

Missy Smith made a motion to approve the quote from eVending, as well as the SHCAD buying the machine outright with no money being paid by the employee committee; motion seconded by Ryan Cundall; Randall Dennis in favor, Troy Earls in favor, Terry Harrington in favor; all in favor; motion carried.

IT:

- Network repairs/upgrades complete
- New Repeater purchased and up and running.
 - Checking pricing for use of magnets instead of brackets on water towers
 - Contacting school to see if they would be willing to split the cost of installation.

Ryan Cundall made a motion to approve the purchase of the repeater; motion seconded by Randall Dennis; Missy Smith in favor, Troy Earls in favor, Terry Harrington in favor; all in favor; motion carried.

Education:

- Paramedic Class:
 - Two graduated from the 2022 class, now in the testing phase
- EMT Class:
 - Class is finished, students did well on final and getting ready for the skills exam.
 - Next class is set for July, have approximately 15 interested.
- CPR:
 - Received good feedback on the new tables and chairs.
 - Manikins are being put to good use with the increase in CPR interest.
 - City of WP has requested information on training for 100+ employees.
- CoAEMSP reports went well, both accepted, next site visit July 2023-Sept of 2024

Human Resources

- EMS Week kicks off this Sunday with annual family event
 - Something will be planned for the crews each day of that week.
 - Theme is “Where Emergency Care Begins”
- Currently have two FT EMT positions open.

- Previous Chief Human Resources Office resigned as of May 5th.
 - Candidates were reviewed through MoJobs and Penmac
 - Interviews conducted and candidate hired; begins May 17th, 2023.

Office:

- Write-off list:
 - Presented in the amount of \$5,116.47 for low balances, deceased and TNT.

Terry Harrington made a motion to approve the write-off list in the amount of \$5,116.47; motion seconded by Ryan Cundall; Randall Dennis in favor, Missy Smith in favor; Troy Earls in favor; all in favor; motion carried.

Clinical:

- Total Calls:
 - 573 total calls averaging 19.1 calls per day 499 local calls, 374 local transports – 49 Short-hops, 25 Long-hops, for a total of 448 transports. 125 non-transport. Transport % of 78.2%. Non-transport % of 21.8%. 70 PRCs with a % of 12.2%.
- PR Events:
 - Many PR events for past several months; schools, preschools, homeschool groups. On and off site.
- Tahoe:
 - Tahoe is now onsite.
 - Quote presented for installation of equipment in the amount of \$5,079.00.
 - Quote does not include graphics.

Terry Harrington made a motion to approve equipment installation and graphics not to exceed \$10,000; motion seconded by Ryan Cundall; Missy Smith in favor, Randall Dennis in favor; Troy Earls in favor; all in favor; motion carried.

- Extrication gear:
 - Order for suits has been placed; coming in slowly as stock allows, many are on backorder.
 - Gloves ordered in the amount of \$1,909.41 instead of \$2,783.52 as initially presented.
 - Purchased 20 helmets on sale in the amount of \$4,828.00.
 - To purchase an additional 25 to finish off order for each employee the cost would be \$6,035.00.

Ryan Cundall made a motion to approve the purchase of the additional 25 helmets; motion seconded by Randall Dennis; Missy Smith in favor, Terry Harrington in favor; Troy Earls in favor; all in favor; motion carried.

Maintenance:

- SH-5 & SH-8:
 - Temporarily taken out of rotation for services and spark plugs.
- Have been performing services, tire repairs and a couple A/C repairs on fleet.
- Cots and trollies on trucks have been performing with no issues.
- Initial drawing presented for mini shed conversion to mechanic shop:
 - Next step should be price quotes from architects to draw up official plan.

Randall Dennis made a motion to adjourn; motion seconded by Terry Harrington; Missy Smith in favor, Troy Earls in favor, Ryan Cundall in favor; all in favor; motion carried; meeting adjourned at 7:29 pm.

SIGNATURE

DATE