



Board of Directors Present

Ryan Cundall Troy Earls Joe Auffert Randall Dennis Missy Kilkenny

Board of Directors Absent

Terry Harrington

Other Persons Present

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

November 15th, 2022 Meeting Minutes

Troy Earls, Chairman called the November 15th, 2022, ***SHCA Board of Directors Meeting*** to order at 6:03 pm

OLD BUSINESS

October 2022 Board Meeting Minutes:

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

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

October 2022 Closed Board Minutes:

- No closed board minutes to approve.

CEO's Report:

Operational:

- **Sales tax:**
 - Received first of November 2022 was \$162,444.29.
- **Updates**
 - Downstairs environment:
 - LVT installation completed.
 - Painting was done by the staff.
 - All floors (except for new LVT downstairs) and carpets upstairs were cleaned; placed on a quarterly maintenance schedule.
 - Replacement of sign in the works waiting for company to come out and look.

NEW BUSINESS

October 2022 General Ledger:

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

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

Oct 2022 Account Balances:

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

Oct 2022 expenses/revenues:

- No questions.

Oct 2022 billing receivables summary report:

- A new report with Digitech was reporting 63% net collections through Oct 2022.

WEST PLAINS BANK	
General Account	\$ 57,851.02
Money Market	\$ 2,530,778.54
TOTAL	\$ 2,588,629.56

Departmental Reports:

Operational:

- A/C units' repairs needed:
 - One unit needed a motor and capacitor, the other needed freon added.
 - Estimates requested to move units down from attic.

IT:

- Moving QuickBooks on-line will be a nice addition when everything gets moved over.
 - Payroll move did not go smoothly and will need additional attention.
 - The cost will be approximately \$2k more per year, but the benefits of QuickBooks being responsible for all the payroll taxes and W-2's at the end of the year will offset the cost.
- Budgets:
 - Presented a preliminary view of the budget with a new revised pay scale adjusted for the minimum wage increase in 2023 with incremental increases each year.

Education:

- Finished EMT Class:
 - Two students have completed testing and are waiting for results; two more have started testing.
- All fall refresher classes are finished.
- CPR classes continue – with new groups requesting classes.
- Budget items:
 - Order will be placed at the end of year (2022) for manikin updates for approximate \$1100.
 - Tables and chairs are in the new budget.
 - A new EMT Class will start in January 2023, with Medic class starting first quarter of 2023.

Human Resources:

- Hired full-time office staff personnel.
- Christmas party December 3rd, 2022, from 6pm-8pm at the Historic Post Office Event Center.

Office:

- There was no write-off list presented for approval this month.

Clinical:

- Clinical Call Volume:
 - October 2022 had 571 total calls; 18.4 per day; 493 local transports; 56 short hops; 22 long hops; 420 total transports; 151 non-transports; 73.6% transports; 26.4% non-transports; 74 Patient refusal of care for a PRC of 13%.
- Supervisor vehicle update:
 - Reported that the Tahoe building will be in January of 2023.

Maintenance:

- Vehicle Updates:
 - SH 1 - coolant leak on hose near back of engine repaired and placed back in service.
 - SH 5 – deer impact on driver’s door – Goble’s has the parts ordered but it is at the base and is in service as needed after a clip was replaced inside the door for the exterior door handle to work.
 - SH 8 – had an a/c issue – the result of a faulty connection on the high-pressure line, repaired and placed back in service.
 - SH 8 – had a bearing failure in the right rear of the rear axle, both sides replaced. New brake rotors and pads along with a new parking brake kit were installed and placed back in service.
 - SH 9 - transmission issue noted possibly with the 1-2 clutch pack or shift solenoid. Appointment scheduled for Tuesday, November 22 at 8:00am at the Ford garage – should be covered under warranty but won’t know for sure until they diagnose the problem.
- It was requested that a vehicle spreadsheet be available for the board to keep updated with mileage, etc.

No closed session was convened at this time.

Ryan Cundall made a motion to adjourn; Randall Dennis seconded the motion; Missy Kilkenny in favor, Joe Auffert in favor, Troy Earls in favor; all in favor; meeting adjourned at 7:38 pm.

SIGNATURE AND TITLE

DATE