



**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      Charles Rader, COO      Daniel Marshall, CCO      Michael McAfee, CEDO  
Lisa Meade, CHRO      Melissa Lowe, Education Coordinator

**October 18<sup>th</sup>, 2022 Meeting Minutes**

Troy Earls, Chairman called the October 18<sup>th</sup> **2022 SHCA Board of Directors Meeting** to order at 6:06 pm

**OLD BUSINESS**

**September 2022 Board Meeting Minutes:**

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

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

**September 2022 Closed Board Minutes:**

- No closed board minutes to approve.

**CEO's Report:**

**Operational:**

- **Sales tax:**
  - Received first of October 2022 was \$ 190,358.32
- **Updates**
  - Supreme Sealcoating:
    - returned and filled the outstanding cracks
  - A/C repaired:
    - new unit installed and only charge was for labor of \$500
  - Downstairs environment:
    - ABC updated the LVT to 15 mil for \$10,495.96, was given the go ahead and when attempting to order the style we wanted it had been discontinued and the company had not notified ABC – so they upgraded us to a 20mil at no extra charge. Will be here the 1<sup>st</sup> of November to start.
    - Painter that was contacted was not available, so we need to contact another if possible.

**NEW BUSINES**

**September 2022 General Ledger:**

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

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

**Sept 2022 Account Balances:**

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

**Sept 2022 expenses/revenues:**

- Reviewed the September expenses/revenues with no questions presented.

**September 2022 billing receivables summary report:**

- New report with Digitech was reporting 64% net collections thru Sept 2022.

<b>WEST PLAINS BANK</b>	
General Account	\$ 77,853.44
Money Market	\$ 2,425,309.88
<b>TOTAL</b>	<b>\$ 2,503,163.32</b>

**General information:**

**Departmental Reports:**

**Operational:**

- Tile and carpet cleaning to be done for \$1,130.36 and after 6 months they will return and clean carpet again at no charge.
- Need T-Shirts sizes for board – employee committee is providing T-shirts for Xmas this year
- Offices up for re-election in April 2023 are District's 2 & 5; election packets distributed.
- Insurance working on getting the 1<sup>st</sup> of January.

**IT:**

- Server Room A/C:
  - There is a leak where the drain goes into the old drain – supplies can be found at Ace Hardware maintenance will be able to fix it.
- Temperature sensors:
  - Purchase for the server room – bought a kit with 6 sensors.
  - Alerts will be sent if temperature get elevated.
- First presentation of 2023 Budget was seen. Work will continue as needed until final budget is presented for approval in December 2022.

**Education:**

- Refresher classes are currently being held.
- EMT class will finish up on Nov 9<sup>th</sup> and testing is now being scheduled for practicals.
- Two of our students from the 2020 medic class have passed and will continue fulltime employment with us.
- Current Medic class is on pace to finish early - all clinicals are not opened yet but will be shortly.

- Medic and EMT students have been doing ride time with us.
- Replacing tables and chairs in classroom will be needed, may try and purchase them this year.
- Skills review for 4<sup>th</sup> Qtr competencies.
- National registry no longer requiring CAHAP accreditation – our best interest would be to not align with CAHAP but will have to wait and see the final decision from the state.

**Human Resources:**

- A PRN Medic has been hired and is on orientation
- Currently down one full-time EMT and one full-time medic.
- Our Christmas party will be Dec 3<sup>rd</sup>, 2022, from 6pm-8pm at the Historic Event Center (old post office).

**Office:**

- Write off list presented in the amount of \$25, 602.86 for old accounts in QuickBooks and a few deceased with no spouse.

**Terry Harrington made a motion to approve the write-off list for \$25,602.86; motion seconded by Randall Dennis; Joe Auffert in favor, Ryan Cundall in favor, Missy Kilkenny in favor, Troy Earls in favor; all in favor; motion carried.**

**Clinical:**

- Call Volume:
  - 577 total calls; 516 local; 357 local transports; 46 short hops; 15 long hops; 418 total transports; 159 non-transports. Transport percentage of 72.4%; non-transport percentage of 27.6%; 91 total PRC's for a percentage of 15.8% Y-T-D total calls are 5458. The yearly record is at 6,866.
- Two more Ventilators have been sent off for repairs with the same issues as others. All 7 ventilators have now had this repair. Those that have been repaired have not had any more issues. Working on finding Grants to assist in replacement program for our vents.
- Build on Tahoe is scheduled to start in November.
- IV pumps have been programmed; crews have been trained and will be placed on ambulances soon.
- Samsung straps have been ordered – those shipped today.

**Maintenance:**

- For the first 3 quarters in 2022, fleet has run 234,723 miles. We are on pace to be over 300,000 miles by the end of 2022.
- PM's being performed along with tire replacement and brake repairs, along with several rock chip repairs
- SH-8 received new front rotors sue to shaking while braking – has highest mileage in unit.
- Recent cot and trolley issues:
  - Most issues have been due to debris blocking operation.
- O2-cylinder refill still going well, no issues.
- Reaching out to vendors for SH-6– that will offer a decent price.

**No closed session was convened at this time.**

**Troy Earls made a motion to adjourn, motion seconded by Joe Auffert; Terry Harrington in favor, Missy Kilkenny in favor, Randall Dennis in favor, Ryan Cundall in favor; all in favor; meeting adjourned at 7:23pm.**

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**SIGNATURE & TITLE**

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**DATE**