

Nodaway County Ambulance District

103 W Carefree Dr Maryville, Mo 64468

May 14, 2025

Next meeting June 12 ,2025

Agenda:

Board Members Present:

Board Members Absent:

Statement: The use of the tape recorder is an aid for the recording secretary and is erased after the minutes are transcribed.

Introduction of Guests:

Presentation of Minutes:

Report from 140 Burlington Junction Rescue Squad:

Report from 141 Pickering/Hopkins Squad:

Report from 142 Ravenwood Rescue Squad:

Report from 143 Tri-C Rescue Squad:

Report from 136 Maryville Rescue Squad:

Presentation of Treasurer's Report:

Presentation of Bills to be paid:

Presentation of Revenue and Expense Report:

Director of Operations Report:

Business Coordinator/Accountant Report:

Training Manager's Report:

Employee Concerns

Medicaid/Medicare Adjustments:

Old Business:

New Business:

Closed meetings and closed records authorized when, exceptions: Employee evaluations. 610.021. Except to the extent disclosure is otherwise required by law; a public governmental body is authorized to close meetings, records, and votes, to the extent they relate to the following: (3) Hiring, firing, disciplining, or promoting of employees by a public governmental body when personal information about the employee is discussed or recorded. However, any votes on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy-two hours of the close of the meeting where such action occurs; provided, however, that any employee so affected shall be entitled to prompt notice of such decision during the seventy-two hour period before such decision is made available to the public. As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees.

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source;

(14) Records which are protected from disclosure by law; any other business that may come before the board.

(15) Adjournment:

(16)

May 14, 2025

7:09 pm

Board Members Present: HERB SNODDERLEY, MARY BETH SHIPPS, PAT GIESKEN, CARRIE SPARKS

Board members Absent: Jace Pine and Rick Allen

Oath:

Elections:

Introduction of Guests

Presentation of Minutes: The minutes were presented to the board members. Sparks made the motion to accept the minutes. Shipps seconded the motion. All approved.

Report from Burlington Junction Rescue Squad: Elmo has their AED and Med bag

Report from Hopkins/Pickering Rescue Squad: none

Report from Ravenwood Rescue Squad: none Parnell has their AED and Med bag

Report from Tri-C Rescue Squad: none

Report from Maryville Rescue Squad: none

Presentation of Treasurer's Report: Sparks went over the Treasures report. There are 3 CD's that are coming due. It was discussed to wait till we know what the bids for new building and remodel come in at to see if we want to roll over into new CD's or a money market.

Presentation of bills to be paid: The bills to be paid were presented. Shipps made the motion to pay bills and Sparks second the motion. All approved

Revenue and Expenses: The report was presented to the board members. The monthly reconciliations were reviewed by the board. Schieffer presented a Modified Cash Accrual Report. Schieffer asked board members if they have an amount that they want to keep in reserves. Will address this again next board meeting.

Director of Operations Report

Director of Operations Report
May 14th, 2025

1. Closed meeting. Pat Greife, Brittney McIntyre, Kim Campbell, Alicia Reeves, Erin Keith.
2. May Tax Deposits: **\$116,648.58** January through May year to date sales tax deposits: **\$607,426.91**. That is \$2,342.57 less than the same period of 2024. For a decrease of **0.38417% from 2024**, and \$30,785.15 more than in 2023 for an increase of 5.33869%.
3. I feel the 50th anniversary open house was successful, thanks to all who helped.
4. Julie, Alice, Justin, and I will attend the MAA summer leadership and reimbursement conference at the Lake of the Ozarks on June 17-18.
5. EMS expo will be in Kansas City this year, can we pay for the classes for a PRN medic to attend? Paramedic Jill

Nielson would like to continue her education on Mental Health to help aid those people employed and volunteers in the EMS, Fire and Public Safety world. Sparks made a motion to pay for this and Shipps second. All approved.

6. Building bids were advertised in the papers starting the beginning of May, sealed bids will be accepted until 4:00pm on May 30th. The bids will be opened at 6:00 pm.
7. MEM (work comp) grant is a 50/50 match up to \$10,000. I went ahead and submitted the application form for the purchase of 6 O2 cylinder lift for each ambulance. Each system has a cost of \$3500 that includes installation. If awarded our cost will be \$1000, I would plan to have 4 of the 6 installed into the ambulances, the other 2 will wait for the remount on 135 and then for a new ambulance in 2027. I will need a motion to approve spending the \$10,000 if awarded the grant. Sparks made a motion to approve spending and Shipps second. All approved
8. Policy on Bidding Procedures. After much discussion on this policy, it was decided to table till next meeting.
9. There were other contracts discussed and tabled till next meeting.
10. Dan will have his last day on May 21st, Quinton Cox has been hired full-time. He has started his orientation today.
11. MEM, work comp renewal is May 17th, I would suggest going with the original bid without the deductible since it only saves a few thousand dollars and the deductible is for every claim. The board agreed to McQueen's suggestion on the work comp insurance.
12. PAT Van lift has been acting up for a month. It went to United Access yesterday to be fixed, 2 gas springs had to be replaced and the up and down switches were out of adjustment, it has been fixed, and the van was picked up today. Cost \$506.40.

BUSINESS COORDINATOR AND ACCOUNTING REPORT
May 14, 2025

JULIE

- May 21-22 will be at Old Kinderhook Lodge for Lager's Management training. It is a free training. Hopefully will understand more about Lagers.
- June 3-6 will be at ABC360 for training and recertification to renew CAC (Certified Ambulance Coder) and CAPO (Certified Ambulance Privacy Officer).
- Got some of Alice's recertification hours for CAC set up for her to do.
- June 17-18 MAA Summer Leadership Training at Lake of the Ozarks.
- Our new AFLAC rep was in the office a few days ago and helped get us set up to have online account access. Will be able to print off invoices sooner and check to make sure up to date.

ALICE

- Registered for Missouri Ambulance Association Reimbursement/Leadership Conference to be held June 17-18.
- Arranged and joined ESO Online Training with Julie, Jared, and Justin. The second session held on April 24, 2025, the ESO trainer reviewed details of setting up patient invoices and statements. She also touched on how to maneuver within the system, billing schedule setup, follow-up, and collection review. She will access our ESO system to set up invoices and statements the way we want them, and we will schedule another session with her.
- Met with Johnna Beemer on April 28th along with Julie, Jared, and Justin to review other options for short- and long-term disability – other options were more costly than Unum – decision was to remain with Unum.
- Wrote 50th Anniversary article that was put in The Forum and the Nodaway Newsleader.
- Responded to GEMT with questions regarding state fiscal years ending 6/30/2023 and 6/30/2024 cost reports.

- Completed MO LAGERERS certifications for Dan Noland and Becky Mercer.
- Contacted vendors with outstanding checks from 2024.

Training Manager's Report May 2025

Patrick Greife took over as training manager on May 1, 2025

Spent the first week catching up on employee certifications and expiration dates in the system.

Email has been sent to all squad Captain's about EMR and CPR expirations for 2025. Close to 90% compliant with EMR refresher, high percentage have expired CPR, or I just do not have updated information from them. Hope to get a handle on that in the next couple of weeks.

CPR storage has been cleaned out and all the bags stocked to par. Several outdated manikins were thrown away as they do not meet current AHA standards.

Working on inventory of all training supplies and needs we have in that department over the next couple of weeks.

Kim is working on getting our Self Study paperwork submitted at time of writing 5/12/2025.

Greife will be working on his associate's degree for the Paramedic program. Will be taking another 24hrs of classes to get this finished.

Employee Concerns:

Medicaid/Medicare Adjustments: Giesken made the motion to approve the adjustments of \$18,477.39, Shipps seconded the motion. All approved.

Giesken made a motion for invoices to be sent to collections for \$14,331.16. Sparks seconded the motion. All approved.

Old Business: EMS week celebration at the bowling alley is May 22. Food is being ordered, all gifts have arrived. So far, we are under budget.

New Business:

Closed Meeting: Shipps made a motion to go into closed session. Sparks second the motion. Snodderley called for a vote, Shipps, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

Closed at 9:01pm.

Open Meeting: Shipps made a motion to go into open meeting, Sparks second the motion. Snodderley called for a vote, Shipps, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

Open at 9:44 pm. The employee evaluations were discussed.

Adjournment: Sparks made the motion to adjourn, and Shipps seconded the motion. Snodderley called for a vote. Shipps, yea, Giesken, yea, Sparks, yea, Snodderley, yea Motion carried.

Adjournment at 9:46 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District

Signed: _____

Pat Giesken,

Secretary of the Board of Directors

Nodaway County Ambulance District
2025 Revenue & Expense Budget
Modified Accrual Basis

Ambulance Budget		2025 Proposed Annual Budget	Actual at 4/30//2025	% of Budget	2024 Actual
GL Acct #	Account Description				
Ambulance Revenues					
4000	Ambulance Revenues	1,600,000.00	562,577.41	35.16%	1,603,593.51
4001	Contractual Adjustment (Medicaid /Medicare)	(162,000.00)	(51,212.57)	31.61%	162,078.53
	Net Revenues	1,438,000.00	511,364.84	35.56%	1,441,514.98
4105	Sales Tax	1,500,000.00	490,478.33	32.70%	1,471,967.78
4150	Surtax	48,000.00	45,312.82	94.40%	48,575.22
4720	Interest Income	50,000.00	26,173.69	52.35%	72,104.87
4010	Bad Debt Recovery	10,000.00	3,050.62	30.51%	12,878.03
4300	FRA/GEMT Income	30,000.00	4,064.56	13.55%	32,351.63
4730	Miscellaneous Income	1,500.00	2,241.86	149.46%	1,879.78
4011 & 4012	EMT & Paramedic Class Revenue	60,000.00	5,700.00	9.50%	6,400.00
4380	CPR Revenue	1,000.00	640.00	64.00%	685.00
4710	Sale Fixed Assets	-	2,500.00	#DIV/0!	6,300.00
4780	Grant Income	153,948.00	99,948.14	64.92%	139,573.86
	Total Revenues	3,292,448.00	1,191,474.86	36.19%	3,234,231.15
Ambulance Expenses					
5000	Ambulance Salaries & Wages	1,220,804.00	369,029.89	30.23%	1,026,889.71
5001	Overtime Wages	250,000.00	91,184.91	36.47%	231,927.49
5005	Health Insurance Payout/Retirement	37,944.00	13,438.60	35.42%	31,795.12
5008	Stipends	20,000.00	4,837.50	24.19%	67,454.00
	Training Wages				
5003	EMT Instruction Wages RT	4,750.00	2,142.76	45.11%	-
5004	EMT Instruction Wages OT	2,250.00	895.44	39.80%	-
5106	Paramedic Instruction Wages RT	4,500.00	-	0.00%	5,543.17
5107	Paramedic Instruction Wages OT	9,500.00	-	0.00%	13,581.62
5300	Instructor Training Wages RT & OT	1,000.00	-	0.00%	815.26
5301	Continuing Ed Instructor Wages RT & OT	3,000.00	996.34	33.21%	2,566.40
5302	First Responder Orig. Cert. Wages RT & OT	4,500.00	157.59	3.50%	5,061.76
5303	Continuing Ed Employee Wages	10,000.00	960.94	9.61%	5,825.18
5304	First Responder Refresher Wages	2,200.00	-	0.00%	2,064.81
5305	Mandatory Training Wages	3,000.00	1,414.78	47.16%	2,994.70
5010	Payroll FICA Taxes	120,369.00	36,484.25	30.31%	108,636.83
5015	Unemployment Taxes	-	-	#DIV/0!	-
	Fringe Benefits				
5006	MO LAGERS	124,322.00	34,077.49	27.41%	420,128.48
5020	Employee Benefits	221,500.00	72,841.42	32.89%	194,201.10
5040	Worker's Compensation	51,164.00	17,181.00	33.58%	44,877.00
5044	Accident/Sickness Insurance	3,531.00	3,531.00	100.00%	3,519.66
5041	Property Insurance	100,199.00	100,199.00	100.00%	89,323.00
5050	Rent/Lease	2,100.00	1,920.00	91.43%	1,960.00
5060	Legal and Accounting	20,000.00	950.00	4.75%	15,980.00
5065	Processing Fees (New)	10,000.00	1,886.05	18.86%	10,557.46
5070	Administrative Expense	18,000.00	10,791.62	59.95%	9,251.44
5080	Election Expense	3,500.00	-	0.00%	109.00
5090	Advertising Expense	500.00	-	0.00%	45.69
5100	Fuel & Oil	60,000.00	14,397.59	24.00%	44,423.52
5105	Dispatch Expense	-	-	#DIV/0!	79,568.00
5110	Repairs & Maintenance	35,000.00	19,682.86	56.24%	27,782.30
5115	Ambulance Supplies/Equip under \$2,000	25,000.00	2,203.20	8.81%	3,723.10
5117	Rescue Squad Supplies/Equip under \$2,000	10,000.00	544.20	5.44%	1,665.00
5120	Medical & Operating Supplies	75,000.00	20,948.93	27.93%	59,622.66
5130	Office Supplies Expense	16,000.00	3,477.86	21.74%	13,038.40
5131	Technical Support	40,000.00	25,003.27	62.51%	41,980.09
5132	Kitchen/Breakroom Supplies	1,000.00	405.07	40.51%	1,008.25
5135	Building Repair & Maint	19,000.00	5,547.15	29.20%	21,765.35
5140	Utilities	22,000.00	5,352.92	24.33%	20,021.66
5150	Telephone/Cell	10,000.00	3,213.11	32.13%	7,922.51
5180	Dues & Subscriptions	1,600.00	1,078.00	67.38%	1,287.00
5190	Laundry	-	-	#DIV/0!	-
5220	Radio Repairs & Maintenance	5,000.00	646.85	12.94%	2,998.00
5250	Bad Debt Expense Allowance	158,000.00	61,302.91	38.80%	158,640.17
5280	Miscellaneous Expense	5,000.00	898.42	17.97%	2,164.67
5285	Promotional Expense	1,000.00	-	0.00%	-
5290	Credit Recovery Expense	3,000.00	919.68	30.66%	2,707.68
5126	GEMT Expenses	-	-	#DIV/0!	3,521.19

Training Expenses					
5310	Training Equipment Maintenance	5,000.00	-	0.00%	-
5320	Training Supplies	2,500.00	124.50	4.98%	1,536.93
5330	Instructor's Tuition/Books	600.00	41.20	6.87%	450.00
5331	Training Books & Support	1,000.00	-	0.00%	-
5340	Guest Instructor Expense	2,000.00	-	0.00%	613.98
5360	Training Lodging & Meals	1,000.00	505.30	50.53%	544.72
5361	Instructor's Training Mileage	-	-	#DIV/0!	-
5370	CE Employee Course	15,000.00	163.00	1.09%	13,820.61
5375	Paramedic Class Expense	10,000.00	46.91	0.47%	5,441.77
5376	EMT Class Expense	10,000.00	1,530.22	15.30%	825.53
5380	Training Miscellaneous	2,000.00	3,272.35	163.62%	1,480.14
5385	Medical Director	300.00	-	0.00%	206.00
Capital Outlays					
1530	Ambulance Equipment over \$2,000	397,948.00	180,671.02	45.40%	47,263.39
1540	Rescue Equipment over \$2,000	50,000.00	34,935.78	69.87%	49,567.60
1550	Office Equipment over \$2,000	-	-	#DIV/0!	18,538.99
Total Ambulance Expenses		3,232,581.00	1,151,832.88	35.63%	2,929,238.09
Ambulance Net Surplus (Deficit)		59,867.00	39,641.98	66.22%	304,993.06

PAT Van Budget	2025 Proposed	Actual at		
PAT Van Revenues	Annual Budget	4/30//2025	% of Budget	2024 Actual
4009 PAT Van Revenues	35,000.00	9,073.00	25.92%	38,660.95
PAT Van Expenses				
5009 PAT Van Wages	42,000.00	12,650.85	30.12%	41,694.42
5019 PAT Van Overtime	300.00	6.67	2.22%	209.78
5010 Payroll Taxes	3,236.00	968.30	29.92%	3,205.67
5129 Repairs/Maint	7,000.00	2,504.49	35.78%	4,005.00
5100 Fuel & Oil	5,000.00	633.28	12.67%	4,469.50
5119 Supplies/Small Equipment	500.00	85.08	17.02%	-
5099 Advertising	100.00	-	0.00%	-
Total PAT Van Expenses	58,136.00	16,848.67	28.98%	53,584.37
Pat Van Net Surplus (Deficit)	(23,136.00)			
		(7,775.67)	33.61%	(14,923.42)

Agencywide Revenues	3,327,448.00	1,200,547.86	36.08%	3,272,892.10
Agencywide Expenses	3,290,717.00	1,168,681.55	35.51%	2,982,822.46
Agencywide Surplus (Deficit)	36,731.00	31,866.31	86.76%	290,069.64

Cash Balance at December 31, 2024	\$ 2,593,355.51
Cash Balance at April 30, 2025	2,529,235.32
2025 Change in Cash Surplus (Deficit)	\$ (64,120.19)

