Nodaway County Ambulance District

103 W Carefree Dr   Maryville, Mo 64468

Aug 13, 2025

Next meeting Sept 10, 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:

Aug 13, 2025
7:00 pm

Board Members Present: HERB SNODDERLEY, MARY BETH SHIPPS, PAT GIESKEN, RICK ALLEN, CARRIE SPARKS, JACE PINE

Board members Absent:

Oath:

Elections:

Introduction of Guests

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

Report from Burlington Junction Rescue Squad: New tires have been put on truck.

Report from Hopkins/Pickering Rescue Squad: none

Report from Ravenwood Rescue Squad: none.

Report from Tri-C Rescue Squad: none

Report from Maryville Rescue Squad:

Presentation of Treasurer's Report: Sparks went over the Treasures report. There is a CD coming due in September.

Presentation of bills to be paid: The bills to be paid were presented. Allen made the motion to pay bills and Shipps 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.

Director of Operations Report

Director of Operations Report
August 13th, 2025

1. Closed meeting. There will be a closed meeting for paramedic Rick Maudlin, EMT Bob Phillips and paramedic Justin Donovan.

2. Aug Tax Deposits: **$117,953.24** January through August year to date sales tax deposits: **$991,373.70.** That's

($11,116.89) more than the same period of 2024 ($980,256.81). For a gain of 1.134**% over 2024,** and $35,406.33 more than in 2023 ($955,967.37) for an increase of 3.7037**%.**

3. Fraud Assessment and Investment Policy review. The Auditor asked me to share the NCAD fraud assessment and Investment Policy with the board since there are new board members.

4. Bob Phillips will retire as a full-time employee; he will move to PRN status and has already signed up for open shifts. Erin Keith will move to the open A-shift position with Kim; Justin will move to the open B-shift with Quinton. Hired Becky Mercer back as full-time paramedic to work C-shift.

5. The Communications Equipment Grant update: All radios have been installed, will finish 135 when it gets back from re-mount. I will update the MO DEPT of Public Safety website as complete, and we will be reimbursed.

6. Justin will fly out to Reno to become a HAMILTON technician to PM our ventilators, it costs $1700 every year to have this done, the course is $2500 plus travel and overnight stay. We have partnered with Grand River Ambulance and will share this cost. The board suggested that there be a contract with Justin as the ambulance has with EMT or Paramedic students. Contact the lawyer to make sure of all legalities associated with such agreement with the other districts.

7. Contract with the NCESB and member agencies. Members discussed certain aspects of the contract. Shipps made a motion to sign the contract. Sparks seconded, motion carried.

8. Ambulance 135 will go to LIFELINE on August 18^{th} for remount. Justin and I will take it up. Justin has driving restrictions due to surgery so Pat will go with Jared. A new Power Load has been ordered for the new ambulance. Holding off to buy the new cot.

9. MEM grant for the O2 cylinder lifts, We were approved but when we went to order the lifts that were quoted to us, they were no longer available. After much research, we were able to find a lift, but it was more expensive, and they could only build 4. I ordered 3 for the front-line rigs. MEM was notified of changes, waiting on response from them.

10. Bob's insurance payment question. Board agreed that we should pay the insurance for the month of Aug.

11. The Knights of Columbus are deciding at their Aug meeting if they will continue to do the PAT VAN after hours.

12. The vent purchased with the grant is in use. Will need to contact Public Administrator to do photo op for paper.

BUSINESS COORDINATOR AND ACCOUNTING REPORT

August 13, 2025

JULIE

- The new statements and invoices are working great that ESO set up for us. They look very professional. Tina with ESO also set up patient statements to print so many each week. Much easier to manage. Tina with ESO is supposed to be working on our request for insurance form to match the invoices and statements.
- Watched the same PWW webinars that Alice has mentioned in her report.

ALICE

- Auditor here July 21-25. Completed revision to the Internal Control Memos and a few changes to the Fraud

Assessment Identified Weaknesses report; pulled various reports and records; completed grant compliance worksheet for the two grants received in 2024.

- Joined PWW Advisory Group online seminar “The Pulse of EMS Finance – One Big Beautiful Bill”.
- Joined MO LAGERS online webinar “Employee Departures – Reporting & Benefit Essentials”.
- Continuing to work with Tina Backman with ESO in setting up our invoicing system – now completed and operational.
- Joined PWW Advisory Group online seminar “How Much Do You Cost?”.
- Completed 2nd quarter 941 Quarterly Report.
- Completed the Unemployment Contribution and Wage Report for the 2nd quarter.
- Completed the annual MO HealthNet Affidavit for Ambulance Tax Due for 2024.
- Received final adjusted results for GEMT for periods ending June 30, 2023, and June 30, 2024 – we will be receiving additional funds of $18,710.81 for 2023 and $11,397.25 for 2024. The auditor requested entering these amounts as receivables in 2024. Submitted signed representation letters confirming results.
- Working on GEMT Cost Report data for 2024-2025.
- Completed a 2024 Receipts by Payer Code spreadsheet to summarize funds received from: Self Pay (4.72%), Contract (1.55%), Medicaid (12.92%), Medicare (60.96%), Private Insurance (19.82%), and Lift Assist (.02%.

Training Manager’s Report
August 2025

July 28-31, I attended the MEMSA Conference in Kansas City. I attended 15 different seminars, Ultrasound for Emergency care, many clinical topics, many providers mental health topics and management topics. Contacted MU mobile SIM lab and scheduled a date for them to come to Maryville. Contacted a representative of EMSC and organization that does Pediatric Care classes and certifications in Missouri and have meetings scheduled with them. My priority mission from this conference is to bring Ultrasound technology and training to Nodaway County Ambulance District in the next year.

Paramedic Class: At the time of writing Aug 11, 2025, we have three confirmed applications for Paramedic Class with hopefully one more before the deadline of Aug 15. A draft of the schedule has been completed, subject to change if needed. EMS Testing and Platinum Planner have been purchased and are online, I am building tests for class currently. Books will be ordered as soon as we have confirmed number of students.

I have attached a quote for purchase of new manikins that I am requesting approval for this month to purchase prior to class starting. The ones I am requesting to purchase immediately are highlighted on the quote. Most of our manikins are 15+ years old and many are single use only. These will serve multiple purposes for training, and I believe are our best value at this time. Pine made the motion to purchase the manikins, Allen second. Motion carried.

Classes in the last month:
EMR Refresher, July 26 – Zero students, this is being addressed with Rescue Squad Captains
New Medication inservice-13 Students
Hamilton Vent Update-5 Students
Classes scheduled for the next 60 days:
EVOC Driver Training, August 22 and 23
EMR Refresher, August 23
MU SIM Lab, August 27
Quarterly CPR, September 11
EMR Refresher, September 20

Employee Concerns:

Medicaid/Medicare Adjustments:
Allen made the motion to approve the adjustments of $18,553.53; Sparks seconded the motion. All approved.

Allen made a motion for invoices to be sent to collections for $15749.14. Shipps seconded the motion. All approved.

Old Business: New building: Jeff Smith would like us to pick out the siding color. Brought by some samples to pick from.

Pine brought up the hours of the Training Manager. It was discussed that they would come back and assess if the hours were going to be enough. Jared will discuss this with Pat.

New Business:

Closed Meeting: Allen made a motion to go into closed session. Shipps second the motion. Snodderley called for a vote. Shipps, yea, Giesken, yea, Allen, yea, Sparks, yea, Pine, yea, Snodderley, yea. Motion passed.
Closed at 8:40 pm.

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

Open at 9:08 pm. The employee evaluations were discussed.

Adjournment: Allen made the motion to adjourn, and Sparks seconded the motion. Snodderley called for a vote. Shipps, yea, Giesken, yea, Allen, yea, Sparks, yea, Pine, yea, Snodderley, yea. Motion passed
Adjournment at 9:09 pm Recorded by Julie Schmitz

Nodaway County Ambulance District

Signed:_____________________________ ______ Pat Giesken, Secretary of the Board of Directors

Modified Accrual Basis

Ambulance Budget GL Acct #	Account Description	2025 Proposed Annual Budget	Actual at 6/30/2025	Goal 58.33% % of Budget	2024 Actual
Ambulance Revenues					
4000	Ambulance Revenues	1,600,000.00	961,779.13	60.11%	1,603,593.51
4001	Contractual Adjustment (Medicaid /Medicare)	(162,000.00)	(95,770.42)	59.12%	162,078.53
	Net Revenues	1,438,000.00	866,008.71	60.22%	1,441,514.98
4105	Sales Tax	1,500,000.00	873,120.46	58.21%	1,471,967.78
4150	Surtax	48,000.00	45,510.46	94.81%	48,575.22
4720	Interest Income	50,000.00	53,094.22	106.19%	72,104.87
4010	Bad Debt Recovery	10,000.00	7,484.65	74.85%	12,878.03
4300	FRA/GEMT Income	30,000.00	6,858.29	22.86%	32,351.63
4730	Miscellaneous Income	1,500.00	2,242.96	149.53%	1,879.78
4011 & 4012	EMT & Paramedic Class Revenue	60,000.00	7,100.00	11.83%	6,400.00
4380	CPR Revenue	1,000.00	1,545.00	154.50%	685.00
4710	Sale Fixed Assets	-	2,500.00	#DIV/0!	6,300.00
4780	Grant Income	153,948.00	116,448.14	75.64%	139,573.86
	Total Revenues	3,292,448.00	1,981,912.89	60.20%	3,234,231.15
Ambulance Expenses					
5000	Ambulance Salaries & Wages	1,220,804.00	704,586.77	57.71%	1,026,889.71
5001	Overtime Wages	250,000.00	184,994.96	74.00%	231,927.49
5005	Health Insurance Payout/Retirement	37,944.00	22,845.62	60.21%	31,795.12
5008	Stipends	20,000.00	7,537.50	37.69%	67,454.00
	Training Wages				
5003	EMT Instruction Wages RT	4,750.00	2,375.72	50.02%	-
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	122.01	1.28%	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	276.38	6.14%	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	56.72	2.58%	2,064.81
5305	Mandatory Training Wages	3,000.00	1,788.84	59.63%	2,994.70
5010	Payroll FICA Taxes	120,369.00	69,679.52	57.89%	108,636.83
5015	Unemployement Taxes	-	-	#DIV/0!	-
	Fringe Benefits				
5006	MO LAGERS	124,322.00	66,311.35	53.34%	420,128.48
5020	Employee Benefits	221,500.00	126,393.57	57.06%	194,201.10
5040	Worker's Compensation	51,164.00	30,775.00	60.15%	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	1,960.61	93.36%	1,960.00
5060	Legal and Accounting	20,000.00	950.00	4.75%	15,980.00
5065	Processing Fees (New)	10,000.00	3,402.76	34.03%	10,557.46
5070	Administrative Expense	18,000.00	15,797.24	87.76%	9,251.44
5080	Election Expense	3,500.00	-	0.00%	109.00
5090	Advertising Expense	500.00	307.50	61.50%	45.69
5100	Fuel & Oil	60,000.00	25,165.15	41.94%	44,423.52
5105	Dispatch Expense	-	-	#DIV/0!	79,568.00
5110	Repairs & Maintenance	35,000.00	29,796.62	85.13%	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	35,005.42	46.67%	59,622.66
5130	Office Supplies Expense	16,000.00	6,542.75	40.89%	13,038.40
5131	Technical Support	40,000.00	30,072.66	75.18%	41,980.09

5132 Kitchen/Breakroom Supplies	1,000.00	756.77	75.68%	1,008.25
5135 Building Repair & Maint	19,000.00	9,063.00	47.70%	21,765.35
5140 Utilities	22,000.00	9,281.54	42.19%	20,021.66
5150 Telephone/Cell	10,000.00	5,036.17	50.36%	7,922.51
5180 Dues & Subscriptions	1,600.00	1,559.40	97.46%	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	96,585.41	61.13%	158,640.17
5270 Penalty & Interest Expense		34.47		
5280 Miscellaneous Expense	5,000.00	1,276.74	25.53%	2,164.67
5285 Promotional Expense	1,000.00	740.50	74.05%	-
5290 Credit Recovery Expense	3,000.00	2,084.11	69.47%	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	757.50	30.30%	1,536.93
5330 Intructor's Tuition/Books	600.00	1,091.20	181.87%	450.00
5331 Training Books & Support	1,000.00	135.23	13.52%	-
5340 Guest Instructer Expense	2,000.00	-	0.00%	613.98
5360 Training Lodging & Meals	1,000.00	687.57	68.76%	544.72
5361 Instructor's Training Mileage	-	-	#DIV/0!	-
5370 CE Employee Course	15,000.00	1,134.00	7.56%	13,820.61
5375 Paramedic Class Expense	10,000.00	6,216.29	62.16%	5,441.77
5376 EMT Class Expense	10,000.00	2,258.22	22.58%	825.53
5380 Training Miscellaneous	2,000.00	1,672.35	83.62%	1,480.14
5385 Medical Director	300.00	-	0.00%	206.00
Capital Outlays				
1530 Ambulance Equipment over $2,000	397,948.00	207,093.09	52.04%	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	1,859,120.98	57.51%	2,929,238.09
Ambulance Net Surplus (Deficit)	**59,867.00**	122,791.91	205.11%	304,993.06

PAT Van Budget PAT Van Revenues	**2025 Proposed Annual Budget**	**Actual at 6/30/2025**	**% of Budget**	**2024 Actual**
4009 PAT Van Revenues	35,000.00	15,527.00	44.36%	38,660.95
PAT Van Expenses				
5009 PAT Van Wages	42,000.00	24,233.51	57.70%	41,694.42
5019 PAT Van Overtime	300.00	26.67	8.89%	209.78
5010 Payroll Taxes	3,236.00	1,855.90	57.35%	3,205.67
5129 Repairs/Maint	7,000.00	4,677.70	66.82%	4,005.00
5100 Fuel & Oil	5,000.00	1,431.89	28.64%	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	32,310.75	55.58%	53,584.37
Pat Van Net Surplus (Deficit)	**(23,136.00)**	(16,783.75)	72.54%	(14,923.42)

Agencywide Revenues	**3,327,448.00**	1,997,439.89	60.03%	3,272,892.10
Agencywide Expenses	**3,290,717.00**	1,891,431.73	57.48%	2,982,822.46
Agencywide Surplus (Deficit)	**36,731.00**	106,008.16	288.61%	290,069.64

Cash Balance at December 31, 2024	$ 2,593,355.51
Cash Balance at July 31, 2025	2,588,066.03
2025 Change in Cash Surplus (Deficit)	**$ (5,289.48)**