

Nodaway County Ambulance District  
103 W Carefree Dr Maryville, Mo 64468

January 14, 2026

**DRAFT AGENDA**

Next meeting February 11, 2026

Agenda: Audit and insurances

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:

## DRAFT MINUTES

Jan. 14, 2026

7:00 pm

**Board Members Present:** Snodderely, Shipps, Giesken, Pine, Allen, Sparks

**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. Shipps seconded the motion. All approved.

**Report from Burlington Junction Rescue Squad:** none

**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:** Check engine light coming back on.

**Presentation of Treasurer's Report:** Sparks went over the Treasures report. CD coming due in February to be rolled over into the Money Market Account.

**Presentation of bills to be paid:** The bills to be paid were presented. Allen made the motion to pay bills and Pine 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  
January 14<sup>th</sup>, 2026

1. Closed Meeting, Evaluation Leland Lane and Kari Taylor, and EMT going on short term disability.
2. January Sales Tax Deposits: **\$127,727,86** January through January 2025 year to date sales tax deposits: **\$127,727,86** That is \$7,997.03 more than the same period of 2025. For an increase of **6.6791736%**. But \$185.38 less than 2024 for a decrease of -0.14492%.
3. At the first meeting of the year we discuss raises. Attached is my proposal. After much discussion, Allen made a motion to approve presented proposal. Shipps second the motion. All approved.
4. The new ambulance will be picked up this Thursday Jan. 15<sup>th</sup>, it was ready at the beginning of the week, but we were too busy to go get it.

5. Justin and I have started the mandatory EMS administrator training. It is online for 1.5hrs twice a week.
6. Building update: Flooring is down, trim is on and painted, Plumbing fixtures have started, hopefully the cabinets will be installed at the end of the month, siding has started today Monday the 12<sup>th</sup>. Once we are able to move into the building Jeff plans to make the current 2 bedrooms into 3 and getting the new server room done. The plan will then move Julie, Alice, and myself into those rooms while the remodel of the other space is completed.
7. Only had 2 sign up for the election, Herb Snodderly for District 3, and Carrie Sparks for District 6, we will not have to have an election, I have turned everything into County Clerk.
8. Pat Van 607, down 146 from last year, Knights 69 calls and after hours ran 27.
9. Senior Citizens Board meeting set for January 15<sup>th</sup>, received \$15,000 last year, Justin and I will be getting the ambulance that day so Julie will attend the meeting, she has been with me the last 2 years.
10. There is a CD due with Edward Jones on 2/2/2026 for \$212,000.00

11.

As of 12/31/2025	2024	2025
total call for service	2687	2640
transfers	689	629
total transports	2053	1841
non emergencies (Destination not a Hospital)	61	65
treat no transport	339	382
cancelled prior to arrival	141	205

12. Old Business: Tabled item from last meeting will be discussed in closed session.

In addition to Health Insurance for full time employees, the district extends to volunteers, Board Members and members of their immediate families that are not excluded by RMSo 190.060 (10) , who is less than twenty-three years of age, who is not married, not employed on a full-time basis, not maintaining a separate residence except for full-time students in an accredited school or institution of higher learning, and who is dependent on parents or guardians for at least fifty percent of his or her support, offer a Supplemental Ambulance Benefit that utilize Nodaway County Ambulance District's services. The district agrees to accept insurance assignment on services provided to employees. In order for this Squad members to be eligible for this benefit they must be current in all training. drivers' class, The refresher class, and CPR.

13. MIH/CP update, Dr. Symonds will support the program. Assistant Director Donovan reported that there are 7 Paramedics that are interested in doing the training for a Community Paramedic. We will probably start with 2 to begin with and see how the program goes. Will do interviews for the 2 positions. McQueen and Donovan will be traveling soon to Potosi Missouri to see how they are running their Community Paramedic Program. They have been doing the program for approximately 10 years. The classes will be done online through Adair County, then will do their clinicals.

14. PAT Van head gasket out Delbert quoted \$6,000 to get it fixed
16. We have meet with Paula from NWMSU about having a student here for work study, we have the contract signed and will advertise the position in a couple of weeks. Wage will be \$15 an hour, the work study will cover 75% of the wage and cover work compensation.

BUSINESS COORDINATOR AND ACCOUNTING REPORT  
January 14, 2026

JULIE

- Will be presenting to the Senior board on 1/15/26 our request for senior funds.
- There are 6 remaining UMR claims left and some of those are from other companies other than Kawasaki.

ALICE

- Completed spreadsheet summarizing all Aflac and Dental/Vision employee deductions for 2026 and updated payroll deductions in Sage.
- Continuing to Consult with Missouri Department of Revenue – attempting to pay our Missouri Withholding Tax online – still not complete.
- Completed final steps to receive new Notary beginning January 16, 2026.
- Created Job Description for Work Study person – and met with Paula McClain, from NWMSU along with Jared and Julie to move the process along.
- Generated spreadsheet to calculate Over-time for each employee to put on their W-2 for 2025 tax deduction.

After the discussion of presenting request to senior board for funding entire cost of the pat van, there was discussion on the amount of money that some facilities are owing us in pat van transports. Pine made a motion do a policy stating if facilities have trips for pat van that are 6 months or older, that we stop all transports until they are paid for. It was also discussed that we charge trips over 60 days, \$25.00 a trip each month as a late fee. Shipps second. All approved.

Schieffer added that Judy Martin, our auditor, has informed us that Harden, Cummins, Moss & Miller has been purchased by another company. Judy will be working with them for several more months and will be assisting in the first audit by the new company. Judy Martin will then be retiring.

Training Manager's Report  
January 2026

- Paramedic Class: 23 classes into the year. We completed our first of 3 class segments, EMS 101. Students are all doing well academically. We have been in contact with all of our clinical sites to make sure we are ready to go when we start clinicals in March. ACLS class was completed today
- 
- Monthly Vent Scenarios and Quarterly Competencies to started January 1. First quarter flyer is up on the board. We have approximately half of the full time personnel and a couple of part time checked off in the first 2 weeks.
- 
- EMR Initial Class started Jan. 6; Morgan Wheeler and Mark Corson will be the lead instructors. Tuesday and Thursday evenings for 7 weeks. 10 students on the roster.
- 
- **Classes in the last month:** **Classes scheduled for the next 60 days:**

- ACLS Renewal- 8 Students
- Monthly vent competencies
- Quarterly Competencies
- EMR Initial Class
- Quarterly Competencies
- EMR Initial Class
- Monthly Vent Scenarios
- **2025 End of Year Report** (Information tracked as of May 1, 2025)
- ACLS- 8
- BLS- 124
- Heartsaver- 118
- (January 1-December 31) CEU Classes- 25      Students-203

### **Employee Concerns:**

### **Medicaid/Medicare Adjustments:**

Allen made the motion to approve the adjustments of 16,947.15, Shipps seconded the motion. All approved. Allen made a motion for invoices to be sent to collections for \$ 17,742.52, Sparks seconded the motion. All approved.

**Old Business:** Discussed in Directors Report

**New Business:** McQueen has made a list of all furniture and appliances that are needed for the new additions. Getting quotes from places for these.

**Closed Meeting:** Allen made a motion to go into closed session. Sparks second. Snodderley called for a vote, Shipps, yea, Giesken, yea, Pine, yea, Allen, yea, Sparks, yea, Snodderely, yea. Motion passed.

Meeting closed at 9:05 pm.

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

Opened session at 9:22 pm.

The evaluation for Leland Land and Kari Taylor was discussed.

Pt invoice was discussed and declined.

**Adjournment:** Allen made the motion to adjourn, and Pine seconded the motion. Snodderley called for a vote. Shipps, yea, Giesken, yea, Pine, yea, Allen, yea, Sparks, yea, Snodderely, yea. Motion passed.

Adjournment at 9:27 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	2025 Revised	Actual at	% of Revised	After Audit
GL Acct #	Account Description	Annual Budget	Budget	12/31/2025	Budget	2024 Actual
Ambulance Revenues						
4000	Ambulance Revenues	1,600,000.00	1,624,034.00	1,618,045.43	99.63%	1,603,471.49
4001	Contractual Adjustment (Medicaid /Medicare)	(162,000.00)	(186,219.00)	(187,647.77)	100.77%	162,078.53
	Net Revenues	1,438,000.00	1,437,815.00	1,430,397.66	99.48%	1,441,392.96
4105	Sales Tax	1,500,000.00	1,484,960.00	1,485,131.71	100.01%	1,471,967.78
4150	Surtax	48,000.00	48,000.00	47,326.63	98.60%	48,575.22
4720	Interest Income	50,000.00	76,960.00	77,641.24	100.89%	72,104.87
4010	Bad Debt Recovery	10,000.00	13,720.00	13,454.90	98.07%	12,878.03
4300	FRA/GEMT Income	30,000.00	41,411.00	11,019.47	26.61%	62,459.69
4730	Miscellaneous Income	1,500.00	2,986.00	2,744.49	91.91%	2,161.18
4011 & 4012	EMT & Paramedic Class Revenue	60,000.00	39,150.00	39,400.00	100.64%	6,400.00
4380	CPR Revenue	1,000.00	2,845.00	2,535.00	89.10%	685.00
4710	Sale Fixed Assets	-	2,500.00	2,500.00	100.00%	6,300.00
4780	Grant Income	153,948.00	168,660.00	168,660.16	100.00%	139,573.86
	Total Revenues	3,292,448.00	3,319,007.00	3,280,811.26	98.85%	3,264,498.59
Ambulance Expenses						
5000	Ambulance Salaries & Wages	1,220,804.00	1,208,500.00	1,213,206.25	100.39%	1,026,889.71
5001	Overtime Wages	250,000.00	300,532.00	292,872.21	97.45%	231,927.49
5005	Health Insurance Payout/Retirement	37,944.00	34,940.00	34,940.36	100.00%	31,795.12
5008	Stipends	20,000.00	15,530.00	14,837.50	95.54%	67,454.00
	Training Wages					
5003	EMT Instruction Wages RT	4,750.00	2,376.00	2,375.72	99.99%	-
5004	EMT Instruction Wages OT	2,250.00	896.00	895.44	99.94%	-
5106	Paramedic Instruction Wages RT	4,500.00	8,500.00	6,628.52	77.98%	5,543.17
5107	Paramedic Instruction Wages OT	9,500.00	3,000.00	1,202.05	40.07%	13,581.62
5300	Instructor Training Wages RT & OT	1,000.00	1,000.00	521.72	52.17%	815.26
5301	Continuing Ed Instructor Wages RT & OT	3,000.00	3,000.00	1,751.63	58.39%	2,566.40
5302	First Responder Orig. Cert. Wages RT & OT	4,500.00	3,500.00	921.86	26.34%	5,061.76
5303	Continuing Ed Employee Wages	10,000.00	7,000.00	6,529.84	93.28%	5,825.18
5304	First Responder Refresher Wages	2,200.00	2,200.00	1,089.12	49.51%	2,064.81
5305	Mandatory Training Wages	3,000.00	3,600.00	3,802.37	105.62%	2,994.70
5010	Payroll FICA Taxes	120,369.00	118,901.00	118,286.94	99.48%	108,636.83
5015	Unemployment Taxes	-	-	-	#DIV/0!	-
	Fringe Benefits					
5006	MO LAGERS	124,322.00	113,610.00	113,586.77	99.98%	420,128.48
5020	Employee Benefits	221,500.00	216,724.00	221,097.32	102.02%	194,201.10
5040	Worker's Compensation	51,164.00	51,237.00	51,237.00	100.00%	44,877.00
5044	Accident/Sickness Insurance	3,531.00	3,531.00	3,531.00	100.00%	3,519.66
5041	Property Insurance	100,199.00	100,199.00	100,199.00	100.00%	89,323.00
5050	Rent/Lease	2,100.00	1,960.00	1,960.61	100.03%	1,960.00
5060	Legal and Accounting	20,000.00	19,200.00	19,200.00	100.00%	15,980.00
5065	Processing Fees (New)	10,000.00	6,233.00	6,291.99	100.95%	10,557.46
5070	Administrative Expense	18,000.00	25,087.00	26,110.10	104.08%	9,251.44
5080	Election Expense	3,500.00	150.00	149.50	99.67%	109.00
5090	Advertising Expense	500.00	308.00	307.50	99.84%	45.69
5100	Fuel & Oil	60,000.00	43,955.00	37,139.01	84.49%	44,423.52
5105	Dispatch Expense	-	-	-	#DIV/0!	79,568.00
5110	Repairs & Maintenance	35,000.00	42,063.00	40,659.47	96.66%	27,782.30
5115	Ambulance Supplies/Equip under \$2,000	25,000.00	3,000.00	2,203.20	73.44%	3,723.10
5117	Rescue Squad Supplies/Equip under \$2,000	10,000.00	1,000.00	544.20	54.42%	1,665.00
5120	Medical & Operating Supplies	75,000.00	55,928.00	56,347.11	100.75%	59,622.66
5130	Office Supplies Expense	16,000.00	12,180.00	11,961.53	98.21%	13,038.40
5131	Technical Support	40,000.00	43,770.00	41,162.30	94.04%	41,980.09
5132	Kitchen/Breakroom Supplies	1,000.00	1,159.00	1,315.63	113.51%	1,008.25
5135	Building Repair & Maint	19,000.00	19,500.00	14,064.57	72.13%	21,765.35
5140	Utilities	22,000.00	16,000.00	14,637.22	91.48%	20,021.66
5150	Telephone/Cell	10,000.00	9,500.00	9,089.34	95.68%	7,922.51
5180	Dues & Subscriptions	1,600.00	1,700.00	1,559.40	91.73%	1,287.00
5190	Laundry	-	-	-	#DIV/0!	-
5220	Radio Repairs & Maintenance	5,000.00	3,000.00	2,924.47	97.48%	2,998.00
5250	Bad Debt Expense Allowance	158,000.00	138,588.00	135,961.32	98.10%	120,986.99

5270 Penalty & Interest Expense		50.00	34.47	68.94%	
5280 Miscellaneous Expense	5,000.00	2,100.00	2,155.67	102.65%	2,164.67
5285 Promotional Expense	1,000.00	1,000.00	740.50	74.05%	-
5290 Credit Recovery Expense	3,000.00	3,650.00	3,550.81	97.28%	2,707.68
5126 GEMT Expenses	-	-	-	#DIV/0!	3,521.19
Training Expenses					
5310 Training Equipment Maintenance	5,000.00	-	-	#DIV/0!	-
5320 Training Supplies	2,500.00	1,500.00	2,675.89	178.39%	1,536.93
5330 Instructor's Tuition/Books	600.00	1,310.00	1,091.20	83.30%	450.00
5331 Training Books & Support	1,000.00	100.00	79.62	79.62%	-
5340 Guest Instructor Expense	2,000.00	1,000.00	100.00	10.00%	613.98
5360 Training Lodging & Meals	1,000.00	1,200.00	1,015.57	84.63%	544.72
5361 Instructor's Training Mileage	-	500.00	317.00	63.40%	-
5370 CE Employee Course	15,000.00	11,000.00	10,473.91	95.22%	13,820.61
5375 Paramedic Class Expense	10,000.00	20,120.00	18,473.93	91.82%	5,441.77
5376 EMT Class Expense	10,000.00	5,000.00	4,817.03	96.34%	825.53
5380 Training Miscellaneous	2,000.00	2,050.00	1,876.31	91.53%	1,480.14
5385 Medical Director	300.00	300.00	206.00	68.67%	206.00
Capital Outlays					
1511 2025-26 Bldg Expansion/Renovation	-	330,000.00	316,924.38	96.04%	-
1530 Ambulance Equipment over \$2,000	397,948.00	435,260.00	437,237.79	100.45%	47,263.39
1540 Rescue Equipment over \$2,000	50,000.00	40,000.00	34,935.78	87.34%	49,567.60
1550 Office Equipment over \$2,000	-	-	-	#DIV/0!	18,538.99
Total Ambulance Expenses	3,232,581.00	3,499,197.00	3,449,806.95	98.59%	2,891,584.91
Ambulance Net Surplus (Deficit)	59,867.00	(180,190.00)	(168,995.69)	-282.29%	372,913.68

PAT Van Budget	2025 Proposed Annual Budget	2025 Revised Budget	Actual at 12/31/2025	% of Budget	2024 Actual
PAT Van Revenues					
4009 PAT Van Revenues	35,000.00	27,923.00	28,439.75	101.85%	38,660.95
PAT Van Expenses					
5009 PAT Van Wages	42,000.00	42,570.00	42,631.74	100.15%	41,694.42
5019 PAT Van Overtime	300.00	50.00	26.67	53.34%	209.78
5010 Payroll Taxes	3,236.00	3,260.00	3,263.37	100.10%	3,205.67
5129 Repairs/Maint	7,000.00	5,330.00	5,093.70	95.57%	4,005.00
5100 Fuel & Oil	5,000.00	3,500.00	3,370.03	96.29%	4,469.50
5119 Supplies/Small Equipment	500.00	100.00	85.08	85.08%	-
5099 Advertising	100.00	-	-	#DIV/0!	-
Total PAT Van Expenses	58,136.00	54,810.00	54,470.59	99.38%	53,584.37
Pat Van Net Surplus (Deficit)	(23,136.00)	(26,887.00)	(26,030.84)	96.82%	(14,923.42)

Agencywide Revenues	3,327,448.00	3,346,930.00	3,309,251.01	98.87%	3,303,159.54
Agencywide Expenses	3,290,717.00	3,554,007.00	3,504,277.54	98.60%	2,945,169.28
Agencywide Surplus (Deficit)	36,731.00	(207,077.00)	(195,026.53)	94.18%	357,990.26

Cash Balance at December 31, 2024	\$ 2,593,355.51
Cash Balance at December 31, 2025	2,271,467.80
2025 Change in Cash Surplus (Deficit)	\$ (321,887.71)