

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

Sept 10, 2025

Next meeting Oct 8, 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:

Sept 10, 2025
7:09 pm

Board Members Present: HERB SNODDERLEY, RICK ALLEN, CARRIE SPARKS, JACE PINE

Board members Absent: MARY BETH SHIPPS, PAT GIESKEN

Oath:

Elections:

Introduction of Guests

Presentation of Minutes: The minutes were presented to the board members. Pine made the motion to accept the minutes. Sparks 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: none

Presentation of Treasurer's Report: Sparks went over the Treasures report. There is a CD coming due. Put in money market for upcoming expenses.

Presentation of bills to be paid: The bills to be paid were presented. Allen 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.

Director of Operations Report

Director of Operations Report
September 11th, 2025

1. Closed meeting for Sarah Jones.
2. Sept Tax Deposits: **\$129,399.31** January through September year to date sales tax deposits: **\$1,120,773.01** That is **(\$5,960.52)** more than the same period of 2024 (\$1,114,8112.49). For a gain of **0.5346657% over 2024**, and \$33,483.01 more than in 2023 (\$1,087,290.00) for an increase of 3.0797921%.
3. New Missouri laws require ambulance district board members to complete a three-hour continuing

education per term, with failure resulting in immediate disqualification from office. The training must cover roles, duties, state statutes, ethics, and financial responsibilities, and is provided through the Missouri Ambulance Association (MAA) or other approved entities. Options are to have one meeting and do the training or they can go get training on their own. Board members discussed and decided to do one meeting together to cover this.

4. After hours PAT VAN: After the Knights of Columbus stopped doing the after-hours PAT Van I contacted Unity in Action group. Their driver, Jason White and Thom Alvarez, agreed to provide the service for the group at the rate of \$100 per return trip. The hospital agreed to pay for the trips that are not covered by the senior funds and when the patient does not pay after we bill them 3 times. The skilled nursing homes will still be responsible for paying the \$100 when the after-hours van takes one of their residence home. We have decided to keep the current rate for the Pat Van the same from the hours 8-5 Monday through Friday. Allen made a motion to move forward with the After Hours Van program, Sparks seconded the motion. Motion carried.
5. I will attend MAA leadership training on October 1st and 2nd focusing on behavioral health in EMS leadership.
6. Doc U Drama is set for October 8th.
7. Missouri Hope is set for October some time, I have not heard from them to confirm dates. Update, this will be October 10-12.
8. Change order number 1: plans, sprinkler system, 2" water line, electrical, egress window, sump pump, sump pit, 15% mark-up. \$21,347.81
9. Floor is done; concrete is poured between the addition and current building. First invoice is in the bills.
10. Contract with Kaci Hillyard for Paramedic class. Contract signed by board.
11. Contract with Justin Donovan for PM on Hamilton Vent. Contract signed by board.

BUSINESS COORDINATOR AND ACCOUNTING REPORT
September 10, 2025

JULIE

- Contacted Tina with ESO again to get the Final Notification updated to match the invoices and statements.
- I have everything set up in ESO if the After Hours program is approved.
- Have been in contact with the Chief Benefits and Compensation Strategist for Kawasaki in Lincoln, Ne. She took a list of those invoices that have not been paid and contacted UMR. Since sending her the information, several have been paid and more that are being paid. 5 claims they said they never received. They have all been faxed in again to UMR. We will see what happens.

ALICE

- Continuing to answer auditor's questions and supply requested reports/information. The goal is to have the audit completed by the October meeting – auditor will present to Board.
- Continuing to work on GEMT Cost Report data for 2024-2025.
- Joined a Microsoft Teams meeting with Sage regarding accounting software options.
- Continuing to stay in contact with ESO regarding future training and getting billing documents in order.

- Dealing with Aflac to get our payments in their system.
- Completing information requested by MO LAGERS regarding Bob Phillips' retirement.
- Completed paperwork with Basys to get Jared as legal signer.

Auditor planning to go over audit at October meeting.

Training Manager's Report September 2025

Instructors meeting, 9/9/2025: All instructors eligible to teach Paramedic classes were sent the schedule and have the option of teaching some classes and participating in labs. EMR class is scheduled to start 1/6/2026; Mark Corson and Morgan Wheeler will be lead instructors. Possibility of an EMT class in 2026 was discussed and tabled for now, more discussion to come. Quarterly competencies for 2026 were discussed; topics to include: Ventilator, Advanced Airway, Cardiac Arrest, Needle Decompression, and others. Prior to the end of 2025 we will have four, 4-hour classes that will cover the core hours needed for Paramedics to recertify National Registry. Guest instructors will be brought in for those classes, dates not yet determined. We will be having bi-annual in-house ACLS classes in December and June. We will get everyone on that cycle, so we do not have to send people outside of agency to do this class anymore. Outside agencies will be able to attend the class as well for a \$300 fee. Maryville FD/136 will be holding quarterly EMR/EMT/Paramedic related class at their FD meetings. Justin Donovan will help with teaching paramedic class.

Paramedic Class: We have five students for Paramedic Class. Schedule has been completed, subject to change if needed. Books have been ordered; there were some crossing of wires that happened in the ordering process. As of 9/9, two of the books are incorrect, and should be corrected by end of the week.

I am still moving forward with implementation of Ultrasound on the ambulances. I have two demo devices that will be coming next month. I was made aware of the possibility of getting devices through a Mosaic Grant as well.

New manikins have come in. Currently learning to use all of the features they have.

Classes in the last month:

Introduction to POCUS, 11 Students
 EVOC Classroom. 3 Students
 EVOC Driving. 12 Students
 EMR Refresher. 4 Students
 MU SIM Bus. 8 Students
 EMT Refresher (EMT class student), 1 Student

Classes scheduled for the next 60 days:

Quarterly CPR, September 11
 EMR Refresher, September 20
 Paramedic Class Starts, September 22
 Paramedic Refresher (Oct/Nov)

Employee Concerns:

Medicaid/Medicare Adjustments:

Allen made the motion to approve the adjustments of 20,168.00; Sparks seconded the motion. All approved.

Allen made a motion for invoices to be sent to collections for \$8294.90. Pine seconded the motion. All approved.

Old Business: New building: Discussed in Operations Director Report

New Business:

Closed Meeting: Pine made a motion to go into closed session. Sparks second the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Pine, yea, Snodderley, yea. Motion passed.
Closed at 8:14 pm.

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

Open at 8:34 pm. The employee evaluation was discussed.

Adjournment: Allen made the motion to adjourn, and Pine seconded the motion. Snodderley called for a vote. Allen, yea, Sparks, yea, Pine, yea, Snodderley, yea. Motion passed
Adjournment at 8:35 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 8/31/2025	Goal 66.67%	2024 Actual
GL Acct #	Account Description			% of Budget	
Ambulance Revenues					
4000	Ambulance Revenues	1,600,000.00	1,111,956.72	69.50%	1,603,593.51
4001	Contractual Adjustment (Medicaid/Medicare)	(162,000.00)	(115,931.57)	71.56%	162,078.53
	Net Revenues	1,438,000.00	996,025.15	69.26%	1,441,514.98
4105	Sales Tax	1,500,000.00	991,073.70	66.07%	1,471,967.78
4150	Surtax	48,000.00	45,571.72	94.94%	48,575.22
4720	Interest Income	50,000.00	58,945.20	117.89%	72,104.87
4010	Bad Debt Recovery	10,000.00	9,808.90	98.09%	12,878.03
4300	FRA/GEMT Income	30,000.00	7,936.96	26.46%	32,351.63
4730	Miscellaneous Income	1,500.00	2,733.80	182.25%	1,879.78
4011 & 4012	EMT & Paramedic Class Revenue	60,000.00	7,500.00	12.50%	6,400.00
4380	CPR Revenue	1,000.00	1,565.00	156.50%	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	2,240,108.57	68.04%	3,234,231.15
Ambulance Expenses					
5000	Ambulance Salaries & Wages	1,220,804.00	797,003.57	65.29%	1,026,889.71
5001	Overtime Wages	250,000.00	206,643.48	82.66%	231,927.49
5005	Health Insurance Payout/Retirement	37,944.00	26,205.27	69.06%	31,795.12
5008	Stipends	20,000.00	8,187.50	40.94%	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	233.85	2.46%	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	678.64	15.08%	5,061.76
5303	Continuing Ed Employee Wages	10,000.00	1,416.57	14.17%	5,825.18
5304	First Responder Refresher Wages	2,200.00	758.79	34.49%	2,064.81
5305	Mandatory Training Wages	3,000.00	2,190.96	73.03%	2,994.70
5010	Payroll FICA Taxes	120,369.00	78,685.46	65.37%	108,636.83
5015	Unemployment Taxes	-	-	#DIV/0!	-
	Fringe Benefits				
5006	MO LAGERS	124,322.00	74,736.26	60.12%	420,128.48
5020	Employee Benefits	221,500.00	144,597.81	65.28%	194,201.10
5040	Worker's Compensation	51,164.00	36,257.00	70.86%	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	4,034.82	40.35%	10,557.46
5070	Administrative Expense	18,000.00	16,720.77	92.89%	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	30,336.61	50.56%	44,423.52
5105	Dispatch Expense	-	-	#DIV/0!	79,568.00
5110	Repairs & Maintenance	35,000.00	34,757.28	99.31%	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	38,340.46	51.12%	59,622.66
5130	Office Supplies Expense	16,000.00	7,857.11	49.11%	13,038.40
5131	Technical Support	40,000.00	34,212.65	85.53%	41,980.09

5132 Kitchen/Breakroom Supplies	1,000.00	859.80	85.98%	1,008.25
5135 Building Repair & Maint	19,000.00	9,522.24	50.12%	21,765.35
5140 Utilities	22,000.00	10,518.51	47.81%	20,021.66
5150 Telephone/Cell	10,000.00	5,797.34	57.97%	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	106,459.77	67.38%	158,640.17
5270 Penalty & Interest Expense		34.47		
5280 Miscellaneous Expense	5,000.00	1,543.03	30.86%	2,164.67
5285 Promotional Expense	1,000.00	740.50	74.05%	-
5290 Credit Recovery Expense	3,000.00	2,825.21	94.17%	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	1,127.50	45.10%	1,536.93
5330 Instructor'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 Instructor 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	1,459.00	9.73%	13,820.61
5375 Paramedic Class Expense	10,000.00	17,560.92	175.61%	5,441.77
5376 EMT Class Expense	10,000.00	2,258.22	22.58%	825.53
5380 Training Miscellaneous	2,000.00	1,748.13	87.41%	1,480.14
5385 Medical Director	300.00	103.00	34.33%	206.00
Capital Outlays				
1511 2025-26 Bldg Expansion/Renovation	-	107,208.00	#DIV/0!	-
1530 Ambulance Equipment over \$2,000	397,948.00	245,260.38	61.63%	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	2,211,899.92	68.43%	2,929,238.09
Ambulance Net Surplus (Deficit)	59,867.00	28,208.65	47.12%	304,993.06

PAT Van Budget	2025 Proposed	Actual at		
PAT Van Revenues	<u>Annual Budget</u>	<u>8/31/2025</u>	<u>% of Budget</u>	<u>2024 Actual</u>
4009 PAT Van Revenues	35,000.00	19,043.10	54.41%	38,660.95
PAT Van Expenses				
5009 PAT Van Wages	42,000.00	27,887.64	66.40%	41,694.42
5019 PAT Van Overtime	300.00	26.67	8.89%	209.78
5010 Payroll Taxes	3,236.00	2,135.44	65.99%	3,205.67
5129 Repairs/Maint	7,000.00	4,677.70	66.82%	4,005.00
5100 Fuel & Oil	5,000.00	1,769.37	35.39%	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	36,581.90	62.92%	53,584.37
Pat Van Net Surplus (Deficit)	(23,136.00)	(17,538.80)	75.81%	(14,923.42)

Agencywide Revenues	3,327,448.00	2,259,151.67	67.89%	3,272,892.10
Agencywide Expenses	3,290,717.00	2,248,481.82	68.33%	2,982,822.46
Agencywide Surplus (Deficit)	36,731.00	10,669.85	29.05%	290,069.64

Cash Balance at December 31, 2024	\$ 2,593,355.51
Cash Balance at August 31, 2025	2,643,382.57
2025 Change in Cash Surplus (Deficit)	\$ 50,027.06