

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

December 11, 2024

Next meeting January 8, 2024

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:

Jan 8, 2025

7:00 PM

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

Board members Absent: 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. Pine 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 will be a CD coming due in February.

Presentation of bills to be paid: The bills to be paid were presented. Sparks 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 8th, 2025

1. Closed Meeting, Evaluation Leland Lane and Kari Taylor.
2. January Sales Tax Deposits: **\$119,730.83** January through January 2025 year to date sales tax deposits: **\$119,730.83** That's \$8,182.41 less than the same period of 2024. For a decrease of **-6.3968437%**. And \$294.89 less than 2023 for a decrease of -0.2456890%.
3. Received payment of \$94,573.86 for the SFY 2024 ARPA SLFRF First Responders Equipment Grant, for the new Power load, Cot and Stair Chair.

We have also received \$99,948.14 from the Department of Health and Senior Services for 2 new cots and a Stair Chair. These are ordered and I hope they are delivered this month.
4. At the first meeting of the year we discuss raises. Attached is my proposal. The board discussed different scenarios until a motion was made. Pine made a motion of a raise of 1.50/hr. and 2% at this time. Sparks second. Snodderley called for a vote, Giesken, yea, Pine, yea, Shipps, yea, Sparks, yea, Snodderley, yea Motion carried.
5. Building proposal from Jeff Smith. Several ideas were tossed around. It was suggested to send it out to employees

to get input, then there will be a committee formed to final markups.

6. Only had 2 sign up for the election, Pat Giesken for District 4 and Mary Beth Shipps for District 5, we will not have to have an election, I have turned everything into County Clerk.
7. Some stats for 2024: we had 2684 Calls for service, down 118 from last year. 2,053 transports for the year. There were 689 hospital to hospital transfers (from MMC-M), 140 cancelations (no patient contact), 207 Pt refusals and we did 46 standbys. 122 patients were transported from scene to another hospital other than MMC-M. and there were 339 dry runs where patients were evaluated but did not require transport or refused transport, had a total of 2419 patients.

Pat Van 753, down 162 from last year, Knights 85 up 2 from last year.
8. Senior Citizens Board meeting set for January 15th, received \$15,000 last year.
9. There is a CD due with Edward Jones on 2/21/2025 for \$200,000.00
10. Assistant Director position advertised; we need to set a date for interviews. It has been set to do interviews on Jan 29 at 5:30.

BUSINESS COORDINATOR AND ACCOUNTING REPORT

January 8, 2025

JULIE

- We are getting more and more payments through EFT. Which should reduce the fees on credit card processing.
- Schmitz now has access to VA to get EOBs on payments.
- The new charges for the year have been put in place.
- The new copier will be delivered and set up Tuesday, Jan. 15, 2025.

ALICE

- Completed GEMT reporting for period July 1, 2023 – June 30, 2024 – interim amount to receive \$32,351.63.
- Completed spreadsheet for 2025 for dental, vision and Aflac – updated payroll deductions in Sage Accounting system.
- Completed ESO Logis Demo.
- Reviewing requirements for 2024 year-end.

Training Manager Report

The paramedic class graduated Dec 20th @ 1800

EMT class started Jan 7th, and we have 7 students.

Quarterly CPR is March 13th at 1800

We have 2 new BLS Instructors, Justin Donovan and Dylan Parris.

Employee Concerns: No employee concerns

Medicaid/Medicare Adjustments: Giesken made the motion to approve the adjustments of \$19,140.34 and Shipps seconded the motion. Allen seconded the motion. All approved.

Giesken made a motion for invoices to be sent to collections for \$12,580.39, Sparks seconded the motion. All approved.

Old Business:

New Business:

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

Closed at 9:09 pm.

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

Open at 9:48 pm.

The evaluations of Leland Lane and Kari Taylor were discussed and reviewed.

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

Adjournment at 9:50pm

Recorded by Julie Schmitz

Nodaway County Ambulance District Signed: _____ Pat Giesken, Secretary
of the Board of Directors

Nodaway County Ambulance District
2024 Revenue & Expense Budget
Modified Accrual Basis

Ambulance Budget		2024 Original	2024 Revised	Actual at	% of Revised	
GL Acct #	Account Description	Annual Budget	Budget	12/31/2024	Budget	2023 Actual
Ambulance Revenues						
4000	Ambulance Revenues	1,600,000.00	1,595,115.00	1,603,593.51	100.53%	1,658,813.57
4001	Contractual Adjustment (Medicaid /Medicare)	(130,000.00)	(155,935.00)	(162,078.53)	103.94%	(133,866.10)
	Net Revenues	1,470,000.00	1,439,180.00	1,441,514.98	100.16%	1,524,947.47
4105	Sales Tax	1,425,000.00	1,480,150.00	1,480,150.19	100.00%	1,466,468.64
4150	Surtax	40,000.00	47,000.00	47,762.62	101.62%	48,478.23
4720	Interest Income	62,000.00	93,000.00	71,566.14	76.95%	45,952.06
4010	Bad Debt Recovery	12,000.00	12,290.00	12,878.03	104.78%	15,557.79
4300	FRA/GEMT Income	30,000.00	30,000.00	32,351.63	107.84%	34,704.02
4710	Sale of Fixed Assets	-	500.00	500.00	100.00%	
4730	Miscellaneous Income	10,000.00	1,280.00	1,879.78	146.86%	2,625.06
4011 & 4012	EMT & Paramedic Class Revenue	-	6,300.00	6,400.00	101.59%	40,376.31
4380	CPR Revenue	1,000.00	900.00	685.00	76.11%	1,140.00
4780	Grant Income	-	139,574.00	139,573.86	100.00%	-
	Total Revenues	3,050,000.00	3,250,174.00	3,235,262.23	99.54%	3,180,249.58
Ambulance Expenses						
5000	Ambulance Salaries & Wages	1,200,000.00	1,061,410.00	1,067,401.06	100.56%	1,035,830.26
5001	Overtime Wages	182,000.00	224,125.00	231,927.49	103.48%	268,194.16
5005	Health Insurance Payout/Retirement	31,500.00	31,795.00	31,795.12	100.00%	37,770.69
5008	Stipends	15,000.00	65,968.00	67,454.00	102.25%	19,900.00
	Training Wages					
5106	Paramedic Instruction Wages RT	5,500.00	5,420.00	5,543.17	102.27%	3,999.77
5107	Paramedic Instruction Wages OT	18,500.00	13,600.00	13,581.62	99.86%	8,893.55
5300	Instructor Training Wages RT & OT	9,000.00	1,000.00	815.26	81.53%	818.31
5301	Continuing Ed Instructor Wages RT & OT	5,000.00	2,800.00	2,566.40	91.66%	1,863.01
5302	First Responder Orig. Cert. Wages RT & OT	5,000.00	5,520.00	5,061.76	91.70%	1,700.93
5303	Continuing Ed Employee Wages	2,000.00	4,930.00	5,825.18	118.16%	1,399.58
5304	First Responder Refresher Wages	2,000.00	1,815.00	2,064.81	113.76%	1,385.72
5305	Mandatory Training Wages	4,200.00	2,700.00	2,994.70	110.91%	2,793.37
5010	Payroll FICA Taxes	116,000.00	108,730.00	108,636.83	99.91%	103,291.24
5015	Unemployment Taxes	500.00	-	-	#DIV/0!	-
	Fringe Benefits					
5006	MO LAGERS	177,000.00	419,765.00	420,128.48	100.09%	104,591.97
5020	Employee Benefits	240,000.00	192,190.00	194,201.10	101.05%	237,552.55
5040	Worker's Compensation	54,000.00	44,877.00	44,877.00	100.00%	49,748.00
5044	Accident/Sickness Insurance	3,519.67	3,520.00	3,519.66	99.99%	3,519.67
5041	Property Insurance	85,000.00	89,323.00	89,323.00	100.00%	80,835.00
5050	Rent/Lease	3,000.00	1,960.00	1,960.00	100.00%	1,960.00
5060	Legal, Accounting & Processing Fees	16,000.00	26,740.00	26,537.46	99.24%	26,005.97
5070	Administrative Expense	18,000.00	9,725.00	9,251.44	95.13%	11,744.37
5080	Election Expense	3,500.00	109.00	109.00	100.00%	181.00
5090	Advertising Expense	500.00	100.00	45.69	45.69%	204.00
5100	Fuel & Oil	60,000.00	47,450.00	44,423.52	93.62%	49,452.68
5105	Dispatch Expense	79,586.00	79,568.00	79,568.00	100.00%	77,250.00
5110	Repairs & Maintenance	37,000.00	26,945.00	25,666.11	95.25%	31,399.42
5115	Ambulance Supplies/Equip under \$2,000	23,500.00	2,475.00	2,475.00	100.00%	12,854.40
5117	Rescue Squad Supplies/Equip under \$2,000	6,594.33	-	1,665.00	#DIV/0!	6,747.05
5120	Medical & Operating Supplies	68,500.00	58,285.00	59,622.66	102.30%	71,538.99
5130	Office Supplies Expense	10,000.00	13,870.00	13,038.40	94.00%	9,731.44
5131	Technical Support	31,000.00	46,490.00	44,780.08	96.32%	38,191.77
5132	Kitchen/Breakroom Supplies	-	1,000.00	1,008.25	100.83%	-
5135	Building Repair & Maint	15,000.00	19,755.00	21,765.35	110.18%	15,598.67
5140	Utilities	22,000.00	20,250.00	20,021.66	98.87%	21,339.34
5150	Telephone/Cell	6,500.00	8,175.00	7,922.51	96.91%	6,444.85
5180	Dues & Subscriptions	2,500.00	1,404.00	1,287.00	91.67%	1,323.00
5190	Laundry	2,500.00	-	-	#DIV/0!	-
5220	Radio Repairs & Maintenance	10,000.00	3,270.00	2,998.00	91.68%	4,815.15
5250	Bad Debt Expense Allowance	182,900.00	163,090.00	158,640.17	97.27%	200,894.87
5280	Miscellaneous Expense	8,000.00	2,100.00	2,164.67	103.08%	6,905.38

5285 Promotional Expense	1,000.00	1,000.00	-	0.00%	180.56
5290 Credit Recovery Expense	5,500.00	2,745.00	2,707.68	98.64%	4,179.26
5126 GEMT Expenses	50,000.00	3,521.00	3,521.19	100.01%	-
Training Expenses					
5310 Training Equipment Maintenance	6,000.00	-	-	#DIV/0!	380.95
5320 CPR Supplies	2,500.00	1,680.00	1,536.93	91.48%	408.50
5330 Instructor's Tuition/Books	600.00	490.00	450.00	91.84%	359.00
5331 Training Books & Support	1,000.00	-	-	#DIV/0!	194.25
5340 Guest Instructor Expense	2,000.00	670.00	613.98	91.64%	-
5360 Training Lodging & Meals	-	580.00	544.72	93.92%	1,273.19
5370 CE Employee Course	12,750.00	15,080.00	13,820.61	91.65%	21,492.50
5375 Paramedic Class Expense	1,000.00	5,670.00	5,441.77	95.97%	16,950.05
5376 EMT Class Expense	-	-	825.53	#DIV/0!	-
5380 Training Miscellaneous	1,600.00	1,615.00	1,480.14	91.65%	4,473.87
5385 Medical Director	1,500.00	225.00	206.00	91.56%	
Capital Outlays					
1530 Ambulance Equipment over \$2,000	108,000.00	107,844.00	107,844.24	100.00%	176,014.40
1540 Rescue Equipment over \$2,000	47,000.00	49,568.00	49,567.60	100.00%	-
1550 Office Equipment over \$2,000	-	15,739.00	15,739.00	100.00%	-
Total Ambulance Expenses	3,002,750.00	3,018,676.00	3,026,966.00	100.27%	2,784,576.66
Ambulance Net Surplus (Deficit)	47,250.00	231,498.00	208,296.23	89.98%	

PAT Van Budget	2024 Proposed Annual Budget	2024 Revised Budget	Actual at 12/31/2024	% of Budget	2023 Actual
PAT Van Revenues					
4009 PAT Van Revenues	25,000.00	39,700.00	38,660.95	97.38%	28,684.70
PAT Van Expenses					
5009 PAT Van Wages	38,000.00	40,870.00	41,694.42	102.02%	38,343.49
5019 PAT Van Overtime	1,200.00	225.00	209.78	93.24%	157.00
5010 Payroll Taxes	-	3,145.00	3,205.67	101.93%	2,945.29
5129 Repairs/Maint	3,500.00	3,700.00	4,005.00	108.24%	6,985.71
5100 Fuel & Oil	4,000.00	4,700.00	4,469.50	95.10%	5,156.64
5119 Supplies/New Equipment	500.00	500.00		0.00%	198.66
5099 Advertising	50.00	50.00		0.00%	-
Total PAT Van Expenses	47,250.00	53,190.00	53,584.37	100.74%	53,786.79
Pat Van Net Surplus (Deficit)	(22,250.00)	(13,490.00)	(14,923.42)	110.63%	(25,102.09)

Agencywide Revenues	3,075,000.00	3,289,874.00	3,273,923.18	99.52%	3,208,934.28
Agencywide Expenses	3,050,000.00	3,071,866.00	3,080,550.37	100.28%	2,838,363.45
Agencywide Surplus (Deficit)	25,000.00	218,008.00	193,372.81	88.70%	370,570.83

Cash Balance at December 31, 2023	\$ 2,255,544.71
Cash Balance at Decmeber 31, 2024	2,593,355.51
2024 Change in Cash Surplus (Deficit)	\$ 337,810.80

The large difference in cash vs accrual is due to the following:
- Expenses that are payable December 31, 2024, but not yet paid