

Nodaway County Ambulance District

103 W Carefree Dr Maryville, Mo 64468

December 10, 2025

Next meeting January 14, 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:

Dec 10, 2025  
7:01 pm

**Board Members Present:** Pat Giesken, Jace Pine, Rick Allen, Carrie Sparks, Mary Beth Shipps, Herb Snodderley.

**Board members Absent:**

**Oath:**

**Elections:** Filing for Districts 3 and 6 are now being taken. Election to be April 7, 2026.

**Introduction of Guests**

**Presentation of Minutes:** The minutes were presented to the board members. Allen 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:** Have been set up with Tango Tango app on their phones.

**Report from Tri-C Rescue Squad:** Have been set up with Tango Tango app on their phones.

**Report from Maryville Rescue Squad:** Rescue truck was broke down and taken to be repaired.

**Presentation of Treasurer's Report:** Sparks went over the Treasures report. There is a CD that was rolled into a 6 months at 3.8%.

**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  
December 10<sup>th</sup>, 2025

1. Closed meeting, EMT Kaci Billings evaluation, and board write off question and employee using CEU funds for contract.
2. December Tax Deposits: **\$121,250.25** January through December year to date sales tax deposits: **\$1,485,259.46** That is **(\$5,108.51)** More than the same period of 2024 (1,458,559.41). For a gain of **1.579920% over 2023**, and **\$23,021.48** more than in 2022 (\$1,457,129.47) for an increase of **1.4803333%**.
3. Central Square MOU with the city of Maryville, \$3,604.00 for the year, there will be a \$2,021.40 implantation fee. This is new software for dispatch that would send the crews their call numbers and all

information to ESO. Sparks made the motion to approve the MOU with City of Maryville. Allen second. All approved. Pine abstained from voting.

4. Number 2 garage door needs replaced, the skin is coming off, and it is sprung, the opener is still good, bid from Maryville glass and Lock \$5,479, includes labor. Snodderley suggested looking into a high cycle springs for the doors. It can withstand a higher number of uses. Allen made a motion to do the new door with the option of the high cycle spring. Pine second. All approved.
5. New Ambulance pick up date has been moved to January.
6. PAT van did not use all the senior funds for 2025, I suggest paying off what is owed to the Knights of Columbus so we can close that account and also use the rest to pay off some outstanding trips. All board members agreed to use these funds.
7. Review & Approve 2025 Adjustments. After discussion, Sparks made a motion to approve the revised 2025 budget. Allen second. All approved.
8. Review & Approve 2026 Proposed Budget. After discussion, Sparks made a motion to approve the 2026 proposed budget. Pine second. All approved.
9. Beginning the talk about Community Paramedic. There is money available for startup. This is basically a home health service provided by the Community Paramedic. The paramedic will attend classes to be certified. The board agreed to look further into this program.
10. Building updates. Furnace is in and gas line being hooked up. Electrical pretty much done. Water line has been run from across the road, and sewer has been hooked up. Doors will be delivered this week or next.
11. Started getting the rescue squad members on Tango Tango.
12. I have not reached out to the schools as of this time about providing BVM's to go with their AED's.
13. Will need to increase our milage restrictions during the months of June and July for the World Cup, we will not be able to transfer patients to Kansas City.

14.

As of 11/30/2025	2024	2025
total call for service	2430	2436
transfers	633	567
total transports	1863	1841
non emergencies (destination not a hospital)	105	88
treat no transport	236	355
cancelled prior to arrival	128	212

15. Employee get together on January 17 at Eric Couts catering shop. Starts at 6pm. Could the District pay for the meal? I have a brisket I will donate. Pine made a motion for the district to pay for the meal. Sparks second. All approved.

16. Phone upgrades needed, we have the analog system still, looking to upgrade to voice over IP since we are doing the new building and remodeling the current building. We will have better control of the phones and hopefully stop dropping calls and not having the hospital calling us twice to get us. Allen made a motion to do the upgrade of the phone system. Sparks second. All approved.
17. Our attorney has commented that he can do the board training that is required. After discussion, it was decided to do an hour each year before a regular board meeting. McQueen will contact attorney about doing this and when.
18. There is legislation now that ambulance directors and those in leadership positions must do a 40hr training. There is a zoom training available that is 1hr each week for 40 weeks. McQueen is going to sign up for that training.
19. Property Insurance: The contract for the property insurance was presented by McQueen.

#### BUSINESS COORDINATOR AND ACCOUNTING REPORT

December 10, 2025

##### JULIE

- Getting several of our invoices set up and paid online. It is much easier and more efficient. Walmart has changed their Community Charge Card. No longer do they have these cards, just a special tax exempt card and it is just put on our regular credit cards, or I can submit an order online and have someone pick it up.

##### ALICE

- Submitted the GEMT Cost Report data for 2024-2025 on November 24, 2025
- Edited 2025 Revised Budget and 2026 Original Budget
- Tested and renewed my Notary
- Contacted Missouri Department of Revenue – attempting to pay our Missouri Withholding Tax online
- Submitted the 2024 final audited financial statements to the State Auditor
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#### Training Manager's Report

December 2025

- Paramedic Class: 23 classes into the year. We completed our first of 3 class segments, EMS 101. Students are all doing well academically. Winter break is coming up for 3 classes. I will be using this time to get ahead on tests and quizzes. I will be preparing labs for students to begin counting skills done in class. Will be contacting all of our clinical sites to make sure we are ready to go when we start clinicals in March. We had our required annual Committee Meeting on 12/8, several community members, partner members, students, and medical director were in attendance. Gave an update on the current class and differences between this class and the last one, what could be improved and issues that had been addressed.
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- Monthly Vent Scenarios and Quarterly Competencies to start in January. First quarter flyer is up on the board.
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- EMR Initial Class starts Jan. 6; Morgan Wheeler and Mark Corson will be the lead instructors. Tuesday and Thursday evenings for 7 weeks.
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##### **Classes in the last month:**

- Patient Assessment and Skills- 12 Students
- ACLS Mega Code Review- 10 Students
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- EMR Initial Class Begins Jan. 6

##### **Classes scheduled for the next 60 days:**

- Quarterly CPR Dec. 11
- ACLS Renewal Dec. 16
- Quarterly Competencies Jan. 1-March 31

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**Employee Concerns:** none

**Medicaid/Medicare Adjustments:**

Allen made the motion to approve the adjustments of 23,205.44. Sparks seconded the motion. All approved. Allen made a motion for invoices to be sent to collections for \$ 10,020.03. Pine seconded the motion. All approved.

**Old Business:** New building: Doors will be delivered sometime this week or next.

**New Business:** None

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

Meeting closed at 9:01 pm.

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

Opened session at 9:46 pm.

The evaluation for Kaci Hillyard was discussed.

The request to use CEU funds for a contract was declined.

Pt invoice was discussed and tabled.

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

Adjournment at 9:47 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**

<b>Ambulance Budget</b>		<b>2025 Proposed Annual Budget</b>	<b>Actual at 11/30/2025</b>	<b>Goal 91.67% % of Budget</b>	<b>After Audit 2024 Actual</b>
<b>GL Acct #</b>	<b>Account Description</b>				
Ambulance Revenues					
4000 Ambulance Revenues		1,600,000.00	1,488,697.55	93.04%	1,603,471.49
4001 Contractual Adjustment (Medicaid /Medicare)		(162,000.00)	(170,700.62)	105.37%	162,078.53
	Net Revenues	1,438,000.00	1,317,996.93	91.65%	1,441,392.96
4105 Sales Tax		1,500,000.00	1,363,709.21	90.91%	1,471,967.78
4150 Surtax		48,000.00	45,964.28	95.76%	48,575.22
4720 Interest Income		50,000.00	66,602.54	133.21%	72,104.87
4010 Bad Debt Recovery		10,000.00	12,577.80	125.78%	12,878.03
4300 FRA/GEMT Income		30,000.00	10,562.28	35.21%	62,459.69
4730 Miscellaneous Income		1,500.00	2,737.28	182.49%	2,161.18
4011 & 4012 EMT & Paramedic Class Revenue		60,000.00	38,300.00	63.83%	6,400.00
4380 CPR Revenue		1,000.00	2,515.00	251.50%	685.00
4710 Sale Fixed Assets		-	2,500.00	#DIV/0!	6,300.00
4780 Grant Income		153,948.00	168,660.16	109.56%	139,573.86
	Total Revenues	3,292,448.00	3,032,125.48	92.09%	3,264,498.59
Ambulance Expenses					
5000 Ambulance Salaries & Wages		1,220,804.00	1,068,888.24	87.56%	1,026,889.71
5001 Overtime Wages		250,000.00	265,855.52	106.34%	231,927.49
5005 Health Insurance Payout/Retirement		37,944.00	32,924.57	86.77%	31,795.12
5008 Stipends		20,000.00	13,737.50	68.69%	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	4,389.71	97.55%	5,543.17
5107 Paramedic Instruction Wages OT		9,500.00	823.57	8.67%	13,581.62
5300 Instructor Training Wages RT & OT		1,000.00	521.72	52.17%	815.26
5301 Continuing Ed Instructor Wages RT & OT		3,000.00	1,413.82	47.13%	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	4,661.88	46.62%	5,825.18
5304 First Responder Refresher Wages		2,200.00	1,089.12	49.51%	2,064.81
5305 Mandatory Training Wages		3,000.00	2,940.74	98.02%	2,994.70
5010 Payroll FICA Taxes		120,369.00	105,182.91	87.38%	108,636.83
5015 Unemployment Taxes		-	-	#DIV/0!	-
	Fringe Benefits				
5006 MO LAGERS		124,322.00	100,500.19	80.84%	420,128.48
5020 Employee Benefits		221,500.00	198,825.33	89.76%	194,201.10
5040 Worker's Compensation		51,164.00	47,850.00	93.52%	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	19,200.00	96.00%	15,980.00
5065 Processing Fees (New)		10,000.00	5,713.49	57.13%	10,557.46
5070 Administrative Expense		18,000.00	22,996.10	127.76%	9,251.44
5080 Election Expense		3,500.00	149.50	4.27%	109.00
5090 Advertising Expense		500.00	307.50	61.50%	45.69
5100 Fuel & Oil		60,000.00	38,093.79	63.49%	44,423.52
5105 Dispatch Expense		-	-	#DIV/0!	79,568.00
5110 Repairs & Maintenance		35,000.00	38,859.02	111.03%	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	51,577.95	68.77%	59,622.66
5130 Office Supplies Expense		16,000.00	11,293.35	70.58%	13,038.40
5131 Technical Support		40,000.00	40,122.64	100.31%	41,980.09

5132 Kitchen/Breakroom Supplies	1,000.00	1,131.59	113.16%	1,008.25
5135 Building Repair & Maint	19,000.00	13,165.03	69.29%	21,765.35
5140 Utilities	22,000.00	13,446.48	61.12%	20,021.66
5150 Telephone/Cell	10,000.00	8,586.04	85.86%	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	2,721.47	54.43%	2,998.00
5250 Bad Debt Expense Allowance	158,000.00	127,038.89	80.40%	120,986.99
5270 Penalty & Interest Expense		34.47		
5280 Miscellaneous Expense	5,000.00	2,022.57	40.45%	2,164.67
5285 Promotional Expense	1,000.00	740.50	74.05%	-
5290 Credit Recovery Expense	3,000.00	3,357.05	111.90%	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	79.62	7.96%	-
5340 Guest Instructor Expense	2,000.00	100.00	5.00%	613.98
5360 Training Lodging & Meals	1,000.00	1,015.57	101.56%	544.72
5361 Instructor's Training Mileage	-	317.00	#DIV/0!	-
5370 CE Employee Course	15,000.00	10,148.91	67.66%	13,820.61
5375 Paramedic Class Expense	10,000.00	18,443.40	184.43%	5,441.77
5376 EMT Class Expense	10,000.00	4,817.03	48.17%	825.53
5380 Training Miscellaneous	2,000.00	1,876.31	93.82%	1,480.14
5385 Medical Director	300.00	103.00	34.33%	206.00
Capital Outlays				
1511 2025-26 Bldg Expansion/Renovation	-	263,665.86	#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	2,947,091.02	91.17%	2,891,584.91
<b>Ambulance Net Surplus (Deficit)</b>	<b>59,867.00</b>	85,034.46	142.04%	372,913.68

<b>PAT Van Budget</b>	<b>2025 Proposed Annual Budget</b>	<b>Actual at 11/30/2025</b>	<b>% of Budget</b>	<b>2024 Actual</b>
PAT Van Revenues				
4009 PAT Van Revenues	35,000.00	25,596.25	73.13%	38,660.95
PAT Van Expenses				
5009 PAT Van Wages	42,000.00	37,657.33	89.66%	41,694.42
5019 PAT Van Overtime	300.00	26.67	8.89%	209.78
5010 Payroll Taxes	3,236.00	2,882.83	89.09%	3,205.67
5129 Repairs/Maint	7,000.00	4,885.70	69.80%	4,005.00
5100 Fuel & Oil	5,000.00	2,249.25	44.99%	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	47,786.86	82.20%	53,584.37
<b>Pat Van Net Surplus (Deficit)</b>	<b>(23,136.00)</b>	(22,190.61)	95.91%	(14,923.42)

<b>Agencywide Revenues</b>	<b>3,327,448.00</b>	3,057,721.73	91.89%	3,303,159.54
<b>Agencywide Expenses</b>	<b>3,290,717.00</b>	2,994,877.88	91.01%	2,945,169.28
<b>Agencywide Surplus (Deficit)</b>	<b>36,731.00</b>	62,843.85	171.09%	357,990.26

Cash Balance at December 31, 2024	\$ 2,593,355.51
Cash Balance at November 30, 2025	2,615,421.47
<b>2025 Change in Cash Surplus (Deficit)</b>	<b>\$ 22,065.96</b>