

**Nodaway County Ambulance District
103 W Carefree Maryville, MO 64468
JULY 10,2024**

Next meeting August 14, 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.

Oath:

Introduction of Guests:

Presentation of Minutes:

Report from Burlington Junction Rescue Squad:

Report from Pickering/Hopkins Rescue Squad:

Report from Ravenwood Rescue Squad:

Report from Tri-C Rescue Squad:

Report from 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:

June 12, 2024

7:04 PM

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

Board members Absent: JACE PINE

Oath:

Elections:

Introduction of Guests

Presentation of Minutes: The minutes were presented to the board members. Sparks made the motion to accept the minutes with corrections. Shipps seconded the motion. All approved.

Report from Burlington Junction Rescue Squad: The tools ordered are coming in, but AED has not.

Report from Hopkins Rescue Squad: None

Report from Ravenwood Rescue Squad: None

Report from Tri-C Rescue Squad: Had the CPR class and had 9 people attend.

Report from Maryville Rescue Squad: None

Presentation of Treasurer's Report: Sparks went over the Treasures report. The new cd has been established.

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

July 10th, 2024

1. Closed meeting. There will be a closed meeting for evaluation of paramedic Jared McQueen.
2. July Tax Deposits: **\$119,453.31** January through July year to date sales tax deposits: **\$863,024.39** That's **(\$31,906.82)** more than the same period of 2023 (\$831,117.57) For a gain of **3.839026% over 2023**, and **\$61,082.17** more than in 2022 (\$801,942.22) for an increase of 7.6167794%.
3. The new server is here, will wait until the audit is completed to get it installed.
4. Cot, Power Load, Stair Chair are here from grant, will have them installed soon.

5. Extrication tools have been ordered from the Rickard Trust Grant, will be here this week.
6. Kim Campbell and I will be attending a Missouri First Responders Health & Wellness Conference Oct. 23-25 at Lake Ozark. Sponsored by the Missouri State Troopers Association. The event is free along with lodging.
7. LAGERS Unfunded Accrued Liabilities is \$465,616 and puts our contribution rate at 10.2% for 2025. Alice, Julie, and I will set in on a class on July 25th to help us better understand the Annual Valuation and will have recommendations for the August board meeting.
8. Senior Funds and PAT Van. We have used \$10,849.66 of the \$15,000.00. After much discussion, Allen made the motion of when the Senior Funds are depleted, to cover the 75% remainder of the year. Sparks seconded. All approved.
9. Stats as of 6/30/2024

Calls for Service 1,307, 195 in June, monthly average of 217, daily average of 7.22

358 transfers, 48 in June, monthly average of 59.67, daily average of 1.97
10. Hospital called today about critical Pt needing transported to ICU and only hospital available was 114 miles. They are wondering if we could extent the milage for ICU patients. The transport mileage was discussed. Each ICU case that comes up will be decided on an individual basis. Paramedic Greife would like to see a nurse go with the patient on these trips. Jared will discuss issues with MMC-M administration.

BUSINESS COORDINATOR AND ACCOUNTING REPORT

JULIE

- Payer info for VA has been updated and hope to be paid for those claims sent in.
- The Non-Insured Behavioral Health Transportation Program has our information to set up an account.
- Attended the Leadership training at Lodge of 4-Seasons. Most of the sessions were on Medicare and Medicaid.
- Will be doing webinar training to keep certifications updated.

ALICE

- Preparing for audit – auditor here this week.
- Reviewing and beginning work on 2023-24 GEMT cost report.
- Examined Senior Funds and concluded the funds will only last to the end of August if we continue to operate as we have. If we apply for Sr Funds the same way next year, we need to request around \$22,000 in Sr Funds. If we request \$15,000 again, we will need to raise the amount the customer pays to \$20 out of \$40 PAT Van round trip charge and continue to charge

the customer \$40 out of \$80 Knights round trip charge – just to come close to breaking even.

- Attended Medicaid training June 18-19.
- Completing webinars to receive continuing ed credits to fulfill my Certified Ambulance Coder (CAC) Certification.
- In contact with Dennise of MO LAGERS to update users in Eclipse online system and to get some instructions to have a better understanding of the system.
- Completed Unemployment report for quarter 2

TRAINING MANAGER REPORT

The paramedic class will be finishing their hospital clinicals this month, there are 2 students that have started their field internship.

Morgan Wheeler will be teaching an EMR class Sept. 3 – Oct 3, Tuesday and Thursday.

Becky Mercer and other instructors will be starting an EMT class on September 9th running thru January.

There will be a 48-hour Paramedic refresher in October.

Pat Greife and Becky Mercer will be planning an MCI (Mass Casualty Incident) event for this fall.

There will be added guest speakers to training meetings.

Employee Concerns: No employee concerns

Medicaid/Medicare Adjustments: Allen made the motion to approve the adjustments of \$9,308.36. and Shipps seconded the motion. Allen seconded the motion. All approved.

Allen made a motion for invoices to be sent to collections for \$16,332.91 Shipps seconded the motion Shipps seconded the motion. Allen seconded the motion. All approved.

Old Business: New Building: McQueen will have a contractor come and look and discuss renovation ideas and what can be done.

Copier contract: 3 different companies were contacted and gave bids on new copiers. The board wanted to finish the current contract instead of paying it off. Tabled the discussion of which company to go with until the next meeting.

New Business: There is a 911 committee board and will be setting up the next board to oversee the funding that is brought in by the tax that is to cover the 911 dispatch. Jared can be on this board also. Sparks and Shipps volunteered to also be on it.

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

Closed at 8:59pm.

Schmitz was invited to set in on the beginning of the closed session to discuss a particular hardship case. After discussion Schmitz left the closed session.

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

Open at 9:27 pm.

The evaluation of Jared McQueen was discussed. The hardship case was discussed, management will address it.

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

Adjournment at 9:28 pm

Recorded by Julie Schmitz

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

Ambulance Budget		2024 Proposed	Actual at		
GL Acct #	Account Description	Annual Budget	6/30/2024	% of Budget	2023 Actual
Ambulance Revenues					
4000	Ambulance Revenues	1,600,000.00	799,420.78	49.96%	1,658,813.57
4001	Contractual Adjustment (Medicaid /Medicare)	(130,000.00)	(84,114.60)	64.70%	(133,866.10)
	Net Revenues	1,470,000.00	715,306.18	48.66%	1,524,947.47
4105	Sales Tax	1,425,000.00	743,571.08	52.18%	1,466,468.64
4150	Surtax	40,000.00	43,766.32	109.42%	48,478.23
4720	Interest Income	62,000.00	43,201.94	69.68%	30,575.34
4010	Bad Debt Recovery	12,000.00	5,704.51	47.54%	15,557.79
4300	FRA/GEMT Income	30,000.00	-	0.00%	415.08
4730	Miscellaneous Income	10,000.00	904.09	9.04%	2,625.06
4011 & 4012	EMT & Paramedic Class Revenue	-	500.00	#DIV/0!	40,376.31
4380	CPR Revenue	1,000.00	460.00	46.00%	1,140.00
	Total Revenues	3,050,000.00	1,553,414.12	50.93%	3,130,583.92
Ambulance Expenses					
5000	Ambulance Salaries & Wages	1,200,000.00	489,881.24	40.82%	1,035,830.26
5001	Overtime Wages	182,000.00	110,627.79	60.78%	268,194.16
5005	Health Insurance Payout/Retirement	31,500.00	15,573.12	49.44%	37,770.69
5008	Stipends	15,000.00	55,154.00	367.69%	19,900.00
	Training Wages				
5106	Paramedic Instruction Wages RT	5,500.00	3,955.85	71.92%	3,999.77
5107	Paramedic Instruction Wages OT	18,500.00	10,097.59	54.58%	8,893.55
5300	Instructor Training Wages RT & OT	9,000.00	679.56	7.55%	818.31
5301	Continuing Ed Instructor Wages RT & OT	5,000.00	636.89	12.74%	1,863.01
5302	First Responder Orig. Cert. Wages RT & OT	5,000.00	1,679.61	33.59%	1,700.93
5303	Continuing Ed Employee Wages	14,750.00	646.56	4.38%	1,399.58
5304	First Responder Refresher Wages	2,000.00	1,302.19	65.11%	1,385.72
5305	Mandatory Training Wages	4,200.00	1,578.64	37.59%	2,793.37
5010	Payroll FICA Taxes	116,000.00	52,742.22	45.47%	103,291.24
5015	Unemployment Taxes	500.00	-	0.00%	-
	Fringe Benefits				
5006	MO LAGERS	177,000.00	58,211.08	32.89%	104,591.97
5020	Employee Benefits	240,000.00	96,468.70	40.20%	237,552.55
5040	Worker's Compensation	54,000.00	25,115.00	46.51%	49,748.00
5044	Accident/Sickness Insurance	3,519.67	3,519.66	100.00%	3,519.67
5041	Property Insurance	85,000.00	89,323.00	105.09%	80,835.00
5050	Rent/Lease	3,000.00	1,960.00	65.33%	1,960.00
5060	Legal, Accounting & Processing Fees	16,000.00	6,340.23	39.63%	26,005.97
5070	Administrative Expense	18,000.00	8,368.07	46.49%	11,744.37
5080	Election Expense	3,500.00	-	0.00%	181.00
5090	Advertising Expense	500.00	45.69	9.14%	204.00
5100	Fuel & Oil	60,000.00	20,474.42	34.12%	49,452.68
5105	Dispatch Expense	79,586.00	39,784.00	49.99%	77,250.00
5110	Repairs & Maintenance	37,000.00	13,841.92	37.41%	31,399.42
5115	Ambulance Supplies/Equip under \$2,000	40,000.00	-	0.00%	12,854.40
5117	Rescue Squad Supplies/Equip under \$2,000	6,594.33	-	0.00%	6,747.05
5120	Medical & Operating Supplies	68,500.00	30,780.62	44.94%	71,538.99
5130	Office Supplies Expense	10,000.00	6,886.91	68.87%	9,731.44
5131	Technical Support	31,000.00	24,369.46	78.61%	38,191.77
5132	Kitchen/Breakroom Supplies	-	597.86	#DIV/0!	-
5135	Building Repair & Maint	15,000.00	10,346.08	68.97%	15,598.67
5140	Utilities	22,000.00	11,494.17	52.25%	21,339.34
5150	Telephone/Cell	6,500.00	3,777.96	58.12%	6,444.85
5180	Dues & Subscriptions	2,500.00	1,204.00	48.16%	1,323.00
5190	Laundry	2,500.00	-	0.00%	-
5220	Radio Repairs & Maintenance	10,000.00	2,970.00	29.70%	4,815.15
5250	Bad Debt Expense Allowance	182,900.00	95,930.50	52.45%	214,921.35
5280	Miscellaneous Expense	8,000.00	720.56	9.01%	6,905.38

5285 Promotional Expense	1,000.00	-	0.00%	180.56
5290 Credit Recovery Expense	5,500.00	1,258.98	22.89%	4,179.26
5126 GEMT Expenses	50,000.00	-	0.00%	-
Training Expenses				
5310 Training Equipment Maintenance	6,000.00	-	0.00%	380.95
5320 Training Supplies	2,500.00	700.69	28.03%	408.50
5330 Instructor's Tuition/Books	600.00	-	0.00%	359.00
5331 Training Books & Support	1,000.00	-	0.00%	194.25
5340 Guest Instructor Expense	2,000.00	-	0.00%	-
5360 Training Lodging	-	-	#DIV/0!	1,273.19
5361 Instructor's Training Mileage	-	-	#DIV/0!	-
5370 CE Employee Course	-	11,903.50	#DIV/0!	21,492.50
5375 Paramedic Class Expense	1,000.00	2,998.48	299.85%	16,950.05
5376 EMT Class Expense	-	-	#DIV/0!	-
5380 Training Miscellaneous	1,600.00	1,441.00	90.06%	4,473.87
5385 Medical Director	1,500.00	103.00	6.87%	
Capital Outlays				
1530 Ambulance Equipment over \$2,000	91,500.00	94,599.21	103.39%	176,014.40
1540 Rescue Equipment over \$2,000	47,000.00	-	0.00%	-
1550 Office Equipment over \$2,000	-	15,739.00	#DIV/0!	
Total Ambulance Expenses	3,002,750.00	1,425,829.01	47.48%	2,798,603.14
Ambulance Net Surplus (Deficit)	47,250.00	127,585.11	270.02%	

PAT Van Budget	2024 Proposed Annual Budget	Actual at 6/30/2024	% of Budget	2023 Actual
PAT Van Revenues				
4009 PAT Van Revenues	25,000.00	19,076.15	76.30%	28,684.70
PAT Van Expenses				
5009 PAT Van Wages	38,000.00	19,644.37	51.70%	38,343.49
5019 PAT Van Overtime	1,200.00	76.37	6.36%	157.00
5010 Payroll Taxes	-	1,508.64	#DIV/0!	2,945.29
5129 Repairs/Maint	3,500.00	400.50	11.44%	6,985.71
5100 Fuel & Oil	4,000.00	2,162.30	54.06%	5,156.64
5119 Supplies/New Equipment	500.00	-	0.00%	198.66
5099 Advertising	50.00	-	0.00%	-
Total PAT Van Expenses	47,250.00	23,792.18	50.35%	53,786.79
Pat Van Net Surplus (Deficit)	(22,250.00)	(4,716.03)	21.20%	(25,102.09)

Agencywide Revenues	3,075,000.00	1,572,490.27	51.14%	3,159,268.62
Agencywide Expenses	3,050,000.00	1,449,621.19	47.53%	2,852,389.93
Agencywide Surplus (Deficit)	25,000.00	122,869.08	491.48%	306,878.69

Cash Balance at December 31, 2023	\$ 2,255,544.71
Cash Balance at June 30, 2024	2,570,612.83
2024 Change in Cash Surplus (Deficit)	\$ 315,068.12

The large difference in cash vs accrual is due to the following:

- Cash receipts received in 2024 for previous years
- Expenses that are payable at June 30th, but not yet paid