

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

June 12, 2025

**DRAFT AGENDA**

Next meeting July 9 ,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:

## DRAFT MINUTES

June 12, 2025

7:09 pm

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

**Board members Absent:** Mary Beth Shipps

**Oath:**

**Elections:**

**Introduction of Guests**

**Presentation of Minutes:** The minutes were presented to the board members. Allen made the motion to accept the minutes. Giesken seconded the motion. All approved.

**Report from Burlington Junction Rescue Squad:** 140 was having issues with tires but has been resolved.

**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:** Having issues with rescue truck running.

**Presentation of Treasurer's Report:** Sparks went over the Treasures report. Money from the CD's that came due have been put in short term CDs.

**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. The amount to leave as a reserve was discussed. It was decided that they wanted to keep 6 months in reserve.

### **Director of Operations Report**

Director of Operations Report  
June 12<sup>th</sup>, 2025

1. Closed meeting. Timaley Rich, and Bobbi Sprague evaluations.
2. June Tax Deposits: **\$132,515.18** January through June year to date sales tax deposits: **\$739,942.09** That's (\$3,628.99) less than the same period of 2024 (\$743,571.08). For a decrease of **0.488048% from 2024**, and \$23,603.86 more than in 2023 (\$710,338.23) for an increase of **4.1675724%**.
3. PRN paramedic Savannah Willmore has been hired, I also have 2 other applicants that I feel will fit in to help with shift coverage,
4. Stats as of 5/31/25.  
Total Volume by Disposition 1,103 calls, down 8 from last year  
YTD Monthly call average is 220.6, daily average is 7.30, OOC 2.04 per day average.

269 transfers in 5 months from MMC-M to another hospital, we had 310 last year  
41 emergency calls went to another hospital other than MMC-M.

5. We have been awarded the Gladys M. Rickard Charitable Trust in the amount of \$16,500.00 for the purchase of another Hamilton T-1 ventilator. We had asked for 2 ventilators and hardware to secure the vents. This gives us 2 vents but need to purchase mounting system, so they are secure during transport. Technimount has system that will get 4 ambulance standard base and 2 brackets for the Hamilton T-1, \$7,500. McQueen will be looking into more grant funding to help with costs of 1 more ventilator. McQueen also asked for permission to purchase mounting brackets. Sparks made a motion to purchase brackets, Allen second. All approved.
6. Only one bid for the building and remodel, it was from Smith Contracting Company with an estimated cost of \$717,737.00.
7. PAT VAN lift has been fixed, new sensor replaced.
8. Bid policy The bid policy was looked over and several questions were raised. The decision was made to contact our lawyer and possibly change some parameters within the policy.
9. Hospital contract. The contract was discussed and tabled till next month.

BUSINESS COORDINATOR AND ACCOUNTING REPORT  
June 12, 2025

JULIE

- June 17-18 MAA Summer Leadership Training at Lake of the Ozarks. Looking forward to talking to our Medicaid contact about some of our calls.
- Lager's training: Understand more about the system and it's processes.
- ABC 360 , always new and interesting topics. Several updates coming down the line for Medicaid and GEMT. I got to talk to several coding peers to see how their program runs. There were 3-4 coders that look through all the calls and then sent to a billing company. They averaged 300 calls a day.

ALICE

- Contacted CACi, our current collection agency, to let them know that they have been pulling the incorrect amounts from the reports that we send them each month. Spoke with Trent several different times to get the problem resolved. Let staff know that the reports need to be sent in CSV format each time so that they are pulling from the same column each time.
- Requested information from Jerri Dearmont, NW Missouri Regional Council of Governments Director regarding the sealed bid process.
- Uploaded 941 reports, payroll register for May 17, 2024 – May 17, 2025, listing of 1099 entities/ individuals, and listing of officer and management in preparation for the upcoming worker's comp audit to be held June 23, 2025.
- Contacted Judy Martin to schedule the upcoming audit in July 2025. Also asked her if we needed to have a separate bank account if a decision is made to move forward with the building expansion/renovation. She said we did not need to have a separate bank account, but suggested I set up a separate fixed asset account, so it be easier to track the cost.
- Trained with Julie on how to download Medicare payments in ESO and how to post monthly in ESO.
- Worked on GASB 68 MO LAGERS general journal entries to report at 2024 year-end. Communicated with CFO with MO LAGERS to try to figure out why our inflows and outflows do not match their numbers – waiting to hear back.
- In contact with ESO regarding training and making changes to our invoices, statement and final letter– requested that changes be completed by end of June.

- Joined a MO LAGERS Learn Webinar: Monthly Reporting.

## Training Manager's Report June 2025

A survey was made available to all employees regarding their needs and wants from the training department. I plan to close that survey on June 16<sup>th</sup> and compile the results to develop a training plan going forward.

This week there were discussions as to the plans for Paramedic class. There are some questions that need to be answered prior to scheduling the start date. Pat and Kim are currently compiling that list of questions and contacting the appropriate people to get those answered. More on this next month.

Recertified 2 CPR instructors. They conducted a CPR class right afterwards with five community members. Quarterly CPR is going on as the board meeting is taking place.

Training supplies have been inventoried and are now all being stored in the training room. Thus, easier access when we need them. I am actively looking for a new full body manikin to replace the one we have. My hope is to find one versatile enough to be used for several skills.

Classes scheduled for the next 60 days: EMR Refresher July, 26<sup>th</sup>

### **Employee Concerns:**

**Medicaid/Medicare Adjustments:** Allen made the motion to approve the adjustments of \$13,426.25; Sparks seconded the motion. All approved.

Allen made a motion for invoices to be sent to collections for \$16,771.84. Sparks seconded the motion. All approved.

**Old Business:** New building: There was one bid for construction and remodel of ambulance building. After much discussion, Allen made a motion to set a cap on budget for building at \$750,000.00. Pine second. Snodderley called for a vote. Pine, yea, Sparks, yea, Allen, yea, Giesken, yea, Snodderley, yea. Motion passed. Allen then made a motion to accept the bid for \$717,737.00 that was submitted by Jeff Smith Construction, Pine second the motion. Snodderley called for a vote. Pine, yea, Sparks, yea, Allen, yea, Giesken, yea, Snodderley, yea. Motion passed. The board still has questions and requested a meeting with the contractor before moving forward with the project.

### **New Business:**

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

Closed at 9:04 pm.

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

Open at 9:31 pm. The employee evaluations were discussed.

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

Adjournment at 9:32 pm

Recorded by Julie Schmitz

Nodaway County Ambulance District  
Secretary of the Board of Directors

Signed: \_\_\_\_\_ Pat Giesken,

**Nodaway County Ambulance District**  
**2025 Revenue & Expense Budget**  
**Modified Accrual Basis**

<b>Ambulance Budget</b>		<b>2025 Proposed Annual Budget</b>	<b>Actual at 5/31/2025</b>	<b>% of Budget</b>	<b>2024 Actual</b>
<b>GL Acct #</b>	<b>Account Description</b>				
Ambulance Revenues					
4000	Ambulance Revenues	1,600,000.00	690,719.95	43.17%	1,603,593.51
4001	Contractual Adjustment (Medicaid /Medicare)	(162,000.00)	(64,638.82)	39.90%	162,078.53
	Net Revenues	1,438,000.00	626,081.13	43.54%	1,441,514.98
4105	Sales Tax	1,500,000.00	607,126.91	40.48%	1,471,967.78
4150	Surtax	48,000.00	45,411.85	94.61%	48,575.22
4720	Interest Income	50,000.00	33,767.90	67.54%	72,104.87
4010	Bad Debt Recovery	10,000.00	4,793.97	47.94%	12,878.03
4300	FRA/GEMT Income	30,000.00	5,437.01	18.12%	32,351.63
4730	Miscellaneous Income	1,500.00	2,242.02	149.47%	1,879.78
4011 & 4012	EMT & Paramedic Class Revenue	60,000.00	7,100.00	11.83%	6,400.00
4380	CPR Revenue	1,000.00	640.00	64.00%	685.00
4710	Sale Fixed Assets	-	2,500.00	#DIV/0!	6,300.00
4780	Grant Income	153,948.00	99,948.14	64.92%	139,573.86
	Total Revenues	3,292,448.00	1,435,048.93	43.59%	3,234,231.15
Ambulance Expenses					
5000	Ambulance Salaries & Wages	1,220,804.00	458,532.53	37.56%	1,026,889.71
5001	Overtime Wages	250,000.00	120,774.60	48.31%	231,927.49
5005	Health Insurance Payout/Retirement	37,944.00	16,798.25	44.27%	31,795.12
5008	Stipends	20,000.00	5,537.50	27.69%	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	-	0.00%	5,543.17
5107	Paramedic Instruction Wages OT	9,500.00	-	0.00%	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	157.59	3.50%	5,061.76
5303	Continuing Ed Employee Wages	10,000.00	960.94	9.61%	5,825.18
5304	First Responder Refresher Wages	2,200.00	56.72	2.58%	2,064.81
5305	Mandatory Training Wages	3,000.00	1,414.78	47.16%	2,994.70
5010	Payroll FICA Taxes	120,369.00	45,747.03	38.01%	108,636.83
5015	Unemployment Taxes	-	-	#DIV/0!	-
	Fringe Benefits				
5006	MO LAGERS	124,322.00	43,457.49	34.96%	420,128.48
5020	Employee Benefits	221,500.00	91,183.41	41.17%	194,201.10
5040	Worker's Compensation	51,164.00	21,032.00	41.11%	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	1,920.00	91.43%	1,960.00
5060	Legal and Accounting	20,000.00	950.00	4.75%	15,980.00
5065	Processing Fees (New)	10,000.00	2,506.71	25.07%	10,557.46
5070	Administrative Expense	18,000.00	11,878.50	65.99%	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	18,028.61	30.05%	44,423.52
5105	Dispatch Expense	-	-	#DIV/0!	79,568.00
5110	Repairs & Maintenance	35,000.00	20,745.76	59.27%	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	23,006.97	30.68%	59,622.66
5130	Office Supplies Expense	16,000.00	5,886.06	36.79%	13,038.40
5131	Technical Support	40,000.00	25,986.40	64.97%	41,980.09

5132 Kitchen/Breakroom Supplies	1,000.00	517.40	51.74%	1,008.25
5135 Building Repair & Maint	19,000.00	6,993.49	36.81%	21,765.35
5140 Utilities	22,000.00	7,263.60	33.02%	20,021.66
5150 Telephone/Cell	10,000.00	3,995.58	39.96%	7,922.51
5180 Dues & Subscriptions	1,600.00	1,078.00	67.38%	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	73,505.17	46.52%	158,640.17
5280 Miscellaneous Expense	5,000.00	1,037.65	20.75%	2,164.67
5285 Promotional Expense	1,000.00		0.00%	-
5290 Credit Recovery Expense	3,000.00	1,355.52	45.18%	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	124.50	4.98%	1,536.93
5330 Instructor's Tuition/Books	600.00	1,091.20	181.87%	450.00
5331 Training Books & Support	1,000.00		0.00%	-
5340 Guest Instructor Expense	2,000.00		0.00%	613.98
5360 Training Lodging & Meals	1,000.00	505.30	50.53%	544.72
5361 Instructor's Training Mileage	-		#DIV/0!	-
5370 CE Employee Course	15,000.00	1,134.00	7.56%	13,820.61
5375 Paramedic Class Expense	10,000.00	5,696.91	56.97%	5,441.77
5376 EMT Class Expense	10,000.00	2,154.22	21.54%	825.53
5380 Training Miscellaneous	2,000.00	1,672.35	83.62%	1,480.14
5385 Medical Director	300.00	-	0.00%	206.00
Capital Outlays				
1530 Ambulance Equipment over \$2,000	397,948.00	180,671.02	45.40%	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	1,351,992.79	41.82%	2,929,238.09
Ambulance Net Surplus (Deficit)	59,867.00	83,056.14	138.73%	304,993.06

PAT Van Budget	2025 Proposed Annual Budget	Actual at 5/31/2025	% of Budget	2024 Actual
PAT Van Revenues				
4009 PAT Van Revenues	35,000.00	11,376.50	32.50%	38,660.95
PAT Van Expenses				
5009 PAT Van Wages	42,000.00	16,100.92	38.34%	41,694.42
5019 PAT Van Overtime	300.00	26.67	8.89%	209.78
5010 Payroll Taxes	3,236.00	1,233.76	38.13%	3,205.67
5129 Repairs/Maint	7,000.00	3,647.20	52.10%	4,005.00
5100 Fuel & Oil	5,000.00	951.78	19.04%	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	22,045.41	37.92%	53,584.37
Pat Van Net Surplus (Deficit)	(23,136.00)	(10,668.91)	46.11%	(14,923.42)

Agencywide Revenues	3,327,448.00	1,446,425.43	43.47%	3,272,892.10
Agencywide Expenses	3,290,717.00	1,374,038.20	41.75%	2,982,822.46
Agencywide Surplus (Deficit)	36,731.00	72,387.23	197.07%	290,069.64

Cash Balance at December 31, 2024	\$ 2,593,355.51
Cash Balance at May 31, 2025	2,542,773.74
2025 Change in Cash Surplus (Deficit)	\$ (50,581.77)