

Nodaway County Ambulance District

103 W Carefree Dr Maryville, Mo 64468

November 12, 2025

**Draft Agenda**

Next meeting December 10, 2025

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:

## Draft Minutes

Nov 12, 2025

7:00 pm

**Board Members Present:** HERB SNODDERLEY, MARY BETH SHIPPS, PATRICIA GIESKEN, RICK ALLEN, CARRIE SPARKS, JACE PINE

**Board members Absent:**

**Oath:**

**Elections:**

**Introduction of Guests** Judy Martin with Hardin, Cummins, Moss, and Miller. Higginbotham Insurance, Johnna Beemer with Arnold Insurance.

Judy Martin went over the 2024 Audit.

Higginbotham presented possible partnerships as insurance agent for property and liability insurance.

Johnna Beemer presented different health insurance options. Our Unum insurance prices are locked in until 2028.

After presentations, there was discussion on whether to sign an agency of record with Higginbotham Insurance or not. Pine made a motion to sign, changing insurance company from Jackson Insurance to Higginbotham Insurance. Shipps second. All approve.

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

**Report from Burlington Junction Rescue Squad:** all is fine

**Report from Hopkins/Pickering Rescue Squad:** none

**Report from Ravenwood Rescue Squad:** all is fine.

**Report from Tri-C Rescue Squad:** all is fine

**Report from Maryville Rescue Squad:** all is fine

**Presentation of Treasurer's Report:** Sparks went over the Treasures report. There is a CD coming due in December.

**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. Presented the Electronic Funds Transfer (EFT) Policy and Procedures. Shipps made a motion to accept the policy. Sparks second. 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  
November 12<sup>th</sup>, 2025

1. No closed meeting
2. November Tax Deposits: **\$118,473.88** January through November year to date sales tax deposits: **\$1,364,009.21** That is **(\$2,294.06)** More than the same period of 2024 (\$1,361,715.15). For a gain of 0.168% **over 2024**, and **\$47,726.03** more than in 2023 (\$1,316,283.18) for an increase of **3.6258%**.
3. BNDD renewal has been completed
4. Unity In Action contract. Contract was presented. This has been approved by the Unity In Action. Allen made a motion to then adopt the contract. Pine second. All approved.
5. 3 Paramedics, Erin, Bobbi, and Brittney M. are attending the 40-hour CIT class in St. Joseph, 5 Tuesdays for 8 hours. Previous attendees have been able to put training to use.
6. Go over the health insurance quotes from Arnold Insurance for the employees. After discussion of all insurance quotes, McQueen stated that he suggested staying with the one that we currently have but change the vision and dental to Delta Dental. Sparks made a motion to stay with current and change the vision and dental. Shipps seconded the motion. All approved.
7. Go over 2025 Proposed Budget. McQueen asked the board to look over the 2025 proposed budget changes and the proposed 2026 budget. Will need to be voted on at the December meeting.
8. Tango Tango \$2250 This is an app for cell phones to use instead of radios and/or pagers. Much clearer to hear and talk to ambulances. The fee of \$2250 a year is for unlimited users of the app. McQueen asked for permission to purchase and begin getting rescue members on the app. Shipps made a motion to purchase this app. Giesken second. All approved, Pine abstained.
9. Election filings for District 3 & 6, Herb Snodderley and Carrie Sparks  
Filing Dates are from December 9, 2025, to December 30, 2025, at 5:00pm.
10. BVM(Bag Valve Masks) for schools. Case of 12 \$117.60. McQueen requested that we purchase and donate to each school district, BVM's to be kept with AED equipment for emergencies. Ambulance would also provide any training needed to use them.

BUSINESS COORDINATOR AND ACCOUNTING REPORT  
November 12, 2025

JULIE

- UMR is slowly paying claims. Only have 8 left as of now.
- Did webinars with Medicare on the secrets of Part B billing, Trail of a Medicare Claim and post payment claim reviews. To try to keep up with billing with Medicare to make sure that we are getting all we can and keeping current with information.

ALICE

- Continuing to work on GEMT Cost Report data for 2024-2025 – submitted questions to GEMT regarding how to handle grant income, sale of fixed asset income, managed care Medicaid that we are to be reimbursed for from

January to June 2025, and Medicaid income received from Missouri EMS Agent Corp. for taking behavioral health patients.

- Joined a Missouri GEMT Provider online training offered by Myers and Stauffer
- Ordered tax forms for the end of the year – W-2s, W-3, 1099s & 1096.
- Created policy for EFT payments.
- Assisted with 2025 Revised Budget and 2026 Original Budget

### Training Manager's Report November 2025

Paramedic Class: 16 classes into the year. There have been a few growing pains with the new Testing/Tracking software, mostly due to my inexperience with the product. I have been meeting with Kim to make sure that everything we are doing is following CoAEMSP standards of teaching. A few things need to be buttoned up a little better, we are getting there. Students are all doing well academically.

No movement on getting Ultrasound system, still waiting to hear about the grant from Mosaic, they have not been responsive to us at all.

Paramedic Refresher completes tomorrow night (numbers below).

Monthly Vent Scenarios and Quarterly Competencies to start in January. Paramedics will have 20 Skills to complete in the year, EMT's 15 Skills.

EMR Initial Class starts Jan. 6; Morgan Wheeler and Mark Corson will be the lead instructors. Tuesday and Thursday evenings for 7 weeks.

#### **Classes in the last month:**

Paramedic Refresher 1- 8 Students  
Paramedic Refresher 2- 10 Students  
Paramedic Refresher 3- 8 Students

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

Paramedic Refresher Nov. 13  
Quarterly CPR Dec. 11  
ACLS Renewal Dec. 16  
EMR Initial Class Begins Jan. 6

#### **Employee Concerns:**

#### **Medicaid/Medicare Adjustments:**

Allen made the motion to approve the adjustments of 18,281.76. Sparks seconded the motion. All approved. Allen made a motion for invoices to be sent to collections for \$ 7,576.80. Shipps seconded the motion. All approved.

**Old Business:** New building: Picking out flooring, starting painting in the next week. McQueen and Donovan will be taking out fence so that they can get drains and water lines in. Plumbers will be coming soon and also the siding will be going up.

**New Business:** McQueen informed board that he met with Schieffer and Schmitz to discuss the suggestion of extra help. It was decided to start with work study options.

**Closed Meeting:** No Closed Meeting.

**Open Meeting:**

**Adjournment:** Pine made the motion to adjourn, and Sparks seconded the motion. Snodderley called for a vote. Shipps, yea, Giesken, yea, Allen, yea, Sparks, yea, Pine, yea, Snodderley, yea. Motion passed  
Adjournment at 10:21 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>			Goal 83.33%	After Audit
<b>GL Acct #</b>	<b>Account Description</b>	<b>2025 Proposed Annual Budget</b>	<b>Actual at 10/31/2025</b>	<b>% of Budget</b>
				<b>2024 Actual</b>
<b>Ambulance Revenues</b>				
4000	Ambulance Revenues	1,600,000.00	1,368,852.95	85.55%
4001	Contractual Adjustment (Medicaid /Medicare)	(162,000.00)	(149,122.30)	92.05%
	Net Revenues	1,438,000.00	1,219,730.65	84.82%
4105	Sales Tax	1,500,000.00	1,245,235.33	83.02%
4150	Surtax	48,000.00	45,811.55	95.44%
4720	Interest Income	50,000.00	65,208.22	130.42%
4010	Bad Debt Recovery	10,000.00	12,032.83	120.33%
4300	FRA/GEMT Income	30,000.00	9,043.27	30.14%
4730	Miscellaneous Income	1,500.00	2,736.94	182.46%
4011 & 4012	EMT & Paramedic Class Revenue	60,000.00	29,300.00	48.83%
4380	CPR Revenue	1,000.00	2,505.00	250.50%
4710	Sale Fixed Assets	-	2,500.00	#DIV/0!
4780	Grant Income	153,948.00	168,660.16	109.56%
	Total Revenues	3,292,448.00	2,802,763.95	85.13%
<b>Ambulance Expenses</b>				
5000	Ambulance Salaries & Wages	1,220,804.00	980,816.11	80.34%
5001	Overtime Wages	250,000.00	245,918.30	98.37%
5005	Health Insurance Payout/Retirement	37,944.00	30,908.78	81.46%
5008	Stipends	20,000.00	12,587.50	62.94%
	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	2,206.68	49.04%
5107	Paramedic Instruction Wages OT	9,500.00	823.57	8.67%
5300	Instructor Training Wages RT & OT	1,000.00	521.72	52.17%
5301	Continuing Ed Instructor Wages RT & OT	3,000.00	996.34	33.21%
5302	First Responder Orig. Cert. Wages RT & OT	4,500.00	678.64	15.08%
5303	Continuing Ed Employee Wages	10,000.00	2,044.48	20.44%
5304	First Responder Refresher Wages	2,200.00	1,089.12	49.51%
5305	Mandatory Training Wages	3,000.00	2,940.74	98.02%
5010	Payroll FICA Taxes	120,369.00	96,467.34	80.14%
5015	Unemployment Taxes	-	-	#DIV/0!
	Fringe Benefits			
5006	MO LAGERS	124,322.00	91,869.49	73.90%
5020	Employee Benefits	221,500.00	180,021.08	81.27%
5040	Worker's Compensation	51,164.00	43,995.00	85.99%
5044	Accident/Sickness Insurance	3,531.00	3,531.00	100.00%
5041	Property Insurance	100,199.00	100,199.00	100.00%
5050	Rent/Lease	2,100.00	1,960.61	93.36%
5060	Legal and Accounting	20,000.00	950.00	4.75%
5065	Processing Fees (New)	10,000.00	5,170.57	51.71%
5070	Administrative Expense	18,000.00	20,693.10	114.96%
5080	Election Expense	3,500.00	-	0.00%
5090	Advertising Expense	500.00	307.50	61.50%
5100	Fuel & Oil	60,000.00	34,797.08	58.00%
5105	Dispatch Expense	-	-	#DIV/0!
5110	Repairs & Maintenance	35,000.00	37,321.46	106.63%
5115	Ambulance Supplies/Equip under \$2,000	25,000.00	2,203.20	8.81%
5117	Rescue Squad Supplies/Equip under \$2,000	10,000.00	544.20	5.44%
5120	Medical & Operating Supplies	75,000.00	47,518.32	63.36%
5130	Office Supplies Expense	16,000.00	10,806.23	67.54%
5131	Technical Support	40,000.00	39,865.98	99.66%

5132 Kitchen/Breakroom Supplies	1,000.00	1,015.22	101.52%	1,008.25
5135 Building Repair & Maint	19,000.00	12,490.24	65.74%	21,765.35
5140 Utilities	22,000.00	12,231.48	55.60%	20,021.66
5150 Telephone/Cell	10,000.00	7,564.96	75.65%	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	2,700.51	54.01%	2,998.00
5250 Bad Debt Expense Allowance	158,000.00	124,648.29	78.89%	120,986.99
5270 Penalty & Interest Expense		34.47		
5280 Miscellaneous Expense	5,000.00	1,918.27	38.37%	2,164.67
5285 Promotional Expense	1,000.00	740.50	74.05%	-
5290 Credit Recovery Expense	3,000.00	3,345.79	111.53%	2,707.68
5126 GEMT Expenses	-	-	#DIV/0!	3,521.19
<b>Training Expenses</b>				
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	9,836.91	65.58%	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
<b>Capital Outlays</b>				
1511 2025-26 Bldg Expansion/Renovation	-	209,461.12	#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	2,699,738.25	83.52%	2,891,584.91
<b>Ambulance Net Surplus (Deficit)</b>	<b>59,867.00</b>	103,025.70	172.09%	372,913.68

<b>PAT Van Budget</b>	<b>2025 Proposed Annual Budget</b>	<b>Actual at 10/31/2025</b>	<b>% of Budget</b>	<b>2024 Actual</b>
<b>PAT Van Revenues</b>				
4009 PAT Van Revenues	35,000.00	23,054.75	65.87%	38,660.95
<b>PAT Van Expenses</b>				
5009 PAT Van Wages	42,000.00	34,265.69	81.58%	41,694.42
5019 PAT Van Overtime	300.00	26.67	8.89%	209.78
5010 Payroll Taxes	3,236.00	2,623.37	81.07%	3,205.67
5129 Repairs/Maint	7,000.00	4,885.70	69.80%	4,005.00
5100 Fuel & Oil	5,000.00	2,215.67	44.31%	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	44,102.18	75.86%	53,584.37
<b>Pat Van Net Surplus (Deficit)</b>	<b>(23,136.00)</b>	(21,047.43)	90.97%	(14,923.42)

<b>Agencywide Revenues</b>	<b>3,327,448.00</b>	2,825,818.70	84.92%	3,303,159.54
<b>Agencywide Expenses</b>	<b>3,290,717.00</b>	2,743,840.43	83.38%	2,945,169.28
<b>Agencywide Surplus (Deficit)</b>	<b>36,731.00</b>	81,978.27	223.19%	357,990.26

Cash Balance at December 31, 2024	\$ 2,593,355.51
Cash Balance at October 31, 2025	2,599,818.01
<b>2025 Change in Cash Surplus (Deficit)</b>	<b>\$ 6,462.50</b>