

**The Minutes of the 480th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
October 25, 2017**

OPEN MEETING:

The 480th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Ruzicka at 6:01 p.m. on Wednesday, October 25, 2017

ROLL CALL:

Directors and Administrative Personnel – Chairperson Lynne Ruzicka conducted a roll call of those in attendance. In addition to herself, Secretary Mark Paul, Director Cathy Wooldridge, Director Alicia Ott, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Office Manager Jennifer Ello, and Mr. Mark Bishop and Ms. Megan Tongue, Legal Counsel for the District, were present.

Chairperson Ruzicka made a motion to excuse Vice-Chairman Frank Kutilek, Treasurer Christy Gay, and Deputy Chief Andrew West from the meeting. Secretary Paul seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

VISITORS AND GUESTS:

Acknowledgement – Ms. Beverley Brynda of BeneFlex, Mr. Rick Rognan of Rognan and Associates, and employees of the District were present. Chairperson Ruzicka welcomed everyone to the meeting.

Public Comments – There were none.

MINUTES:

Approval of the 479th Meeting Minutes from September 27, 2017 – Director Wooldridge made a motion to approve the 479th Meeting minutes. Director Ott seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, “Yes.”; Secretary Paul, “Yes.”; Director Wooldridge, “Yes.”; and Director Ott, “Yes.” The motion passed unanimously.

Additional Item - Chairperson Ruzicka motioned to change the order of business and attend to New Business to accommodate the evening’s guests. Secretary Paul seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

NEW BUSINESS:

Ms. Beverley Brynda from BeneFLEX – Ms. Brynda was welcomed to the meeting. She explained that the flexible spending plan follows the calendar year and the District’s healthcare plan year; January 1st through December 31st. Renewals begin the first week of October and are due by the first week of December. The District’s renewal questionnaire is outstanding.

Director Ott informed Ms. Brynda that the District's legal counsel has informed the Directors that the program is considered a loan to the employees and as such, is not legal. Ms. Brynda read an opinion from a C.P.A. which disputes that statement. Mr. Bishop reiterated that both he and previous legal counsel, and the District's auditing C.P.A. have all advised the Board of Directors that the flexible spending program violates the Missouri Constitution. Discussion ensued.

Ms. Brynda informed the Board that if the plan is not renewed, the employees must be notified that their benny cards will be closed on 12/31/2017 and their \$500.00 carry-over option will not occur. Employees must use their funds by 12/31/2017. Chief Appleton reported that there are no other options available to replace the flexible spending plan at this time. Further discussion ensued.

Secretary Paul made a motion to not renew with BeneFlex. Director Ott seconded.

There being no further discussion, a roll call vote was taken as follows: Chairman Ruzicka, "No."; Secretary Paul, "Yes."; Director Wooldridge, "Yes."; and Director Ott, "Yes." The motion passed by majority.

Ms. Brynda requested that the District place a comment on the renewal questionnaire stating that the employees will be notified to use their funds by 12/31/2017.

Ms. Brynda was thanked for her presentation.

Mr. Rick Rognan from Rognan & Associates – Mr. Rognan was welcomed to the meeting. He gave a brief history of his firm and his clients and an overview of what services he can provide. Secretary Paul said that his proposal looked good. Chief Appleton inquired about reserves versus investments. Mr. Rognan said that laddering investments is important. Chief Appleton said that is exactly what the District is doing. Mr. Rognan then said that the investments can just be titled "reserves." Director Wooldridge asked if he had a contract period or just month to month. Mr. Rognan said he would forward an agreement to our attorney but that he would be able to work month to month.

Mr. Bishop suggested tabling the topic until next month. The Directors agreed. Mr. Rognan informed the Directors that he would be available to attend the next meeting.

Mr. Rognan was thanked for his attendance.

The meeting returned to the regular order of business.

FINANCIALS:

September 2017 Treasurer's Report – Secretary Paul motioned to approve the August 2017 Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Wooldridge seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, "Yes."; Secretary Paul, "Yes."; Director Wooldridge, "Yes."; and Director Ott, "Yes." The motion passed unanimously.

Cancellation Report Summary – Chairperson Ruzicka introduced the report which represented September assignments. 120 accounts, from 2016 and 2017, totaling \$59,998.23, were assigned to the collection agency. The Directors reviewed the detailed report. Discussion occurred regarding the history of the cancellation summary.

Director Ott motioned to approve the Cancellation Report Summary. Secretary Paul seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Ruzicka, "Yes."; Secretary Paul, "Yes."; Director Wooldridge, "Yes."; and Director Ott, "Yes." The motion passed unanimously.

3rd Quarter Budget Summary – The Directors and administration discussed the report. It was agreed to wait to make any line item adjustments until later in the year.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

The District's insurance broker expects to have the healthcare insurance quotes around November 1st.

The Apple Butter Festival occurred and Deputy Chief West, Deputy Chief Buchheit, and the crew members made an operational presence.

It's been a busy month and all is going well.

Deputy Chief Buchheit reported that three (3) new part-time paramedics have completed their classroom orientation and are now beginning their ride-a-longs.

Review Completed Patient Surveys – The Directors reviewed the patient surveys.

Union Business-Shop Steward Stephanie Bullock – Ms. Bullock appeared by webcast. She thanked the Board and administration for allowing the meeting to be shown by "GoToMeeting." She then said that the shop was in favor of BeneFlex and they are very disappointed that they were not given an opportunity to get to speak about it before the Board voted on it.

OLD BUSINESS:

None

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton had nothing to report.

NEXT MEETING:

The Directors reviewed their schedules for the month of November. Secretary Paul motioned to reschedule the November monthly meeting to Wednesday, the 29th. Director Ott seconded.

There being no discussion, a vote was taken and passed unanimously.

The next regular monthly meeting will be held at 6:00 p.m. on Wednesday, November 29, 2017. The meeting will be conducted at House #4.

EXECUTIVE SESSION:

None

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Secretary Paul seconded.

There being no discussion, a vote was taken and passed unanimously at 6:46 p.m.



Mark Paul - Secretary of the Board

12-13-2017

Dated