

**The Minutes of the 550th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
August 23, 2023**

OPEN MEETING:

The 550th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:00 p.m. on Wednesday, August 23, 2023. The meeting was conducted at Station 4.

ROLL CALL:

Directors and Administrative Personnel – Vice-Chairperson Jeremy Day conducted a roll call of those in attendance. In addition to himself, Chairperson Lynne Ruzicka, Director Mark Paul, Director Andrew West, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present. Secretary Tara Mueller was arriving late and participated by audio until her arrival. Director Mandy Dockery was not expected to attend.

Vice-Chairperson Day made a motion to excuse Director Dockery from the meeting. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone.

Public Comments – There were none.

MINUTES:

Approval of the 549th Meeting Minutes from July 26, 2023 – Director Paul motioned to approve the meeting minutes as presented. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

FINANCIALS:

July 2023 Treasurer's Report – Mr. Rognan reviewed the preliminary Public Hearing Notice which had been updated with the County's post Board of Equalization figures. All assessments are higher than last year. The group discussed the assessments and tax computations. The public hearing will occur on September 27, 2023. The Board will hear public comments on the setting of the 2023 tax rates for the District.

Mr. Rognan then reported on the July year-to-date financials. The District is 1.58% over budget, approximately \$139,000.00. This is due to an error made by GEMT. The District expects a refund from the GEMT program as a result of this error. He then reviewed the income and expenditures through the end of July.

Vice-Chairperson Day motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Secretary Mueller arrived at 6:18 p.m.

August Cancellation Report Summary – The Directors reviewed the detailed report which represented August assignments to the collection agency by EMS/MC. There were 189 accounts, from 2021, 2022, and 2023, totaling \$92,620.77.

Director Paul motioned to approve the Cancellation Report Summary. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

Rock Township Ambulance District was well represented this year at the Missouri EMS Conference and Expo. Paramedics Nick Farrel and TJ Nichols attended the Mobil Integrated Healthcare (MIH) Summit while there and Deputy Chief Josh Hemmelman was a guest Instructor. Chief Appleton said that he was very proud of all three.

We are working on wrapping up 2023 to prepare for 2024.

Cleaning out of the Station 4 basement is ongoing. Once all items are categorized, an auction will occur with Purple Wave Auction, then a dumpster will be obtained to clear the remaining items.

Deputy Chiefs Buchheit and Hemmelman are obtaining bids for medical gases (oxygen and nitrous oxide). The group discussed this at length.

PC Tech has completed all of the security updates.

Office Manager Ello and Chief Appleton will be meeting with Ms. Joy Howard of WM Financial Strategies next week to review the bond progress.

Chief Appleton and Ms. Ello will be attending the IAFF 2665 Wellness Trust meeting at the end of the month.

Jefferson County BackStoppers have two benefit events in September.

The Jefferson County Fire Engine Rally is on September 30th.

Review Completed Patient Surveys – There were no patient surveys to review.

Union Business-Shop Steward, Ashley Denman – Ms. Denman read a letter of intent regarding the shop's desire to once again utilize a negotiation committee to collectively bargain a working agreement.

OLD BUSINESS:

Policy 3.8 Substance Abuse - Update – Chief Appleton reported that the policy is continuing to be reviewed by the shop and Mr. Bishop. More updates to the policy will be forthcoming. Discussion occurred.

NEW BUSINESS:

Policy 4.17 Patient Safety Organization - Update – Chief Appleton explained that our Public Safety Organization (PTO) Policy is outdated. Deputy Chief Hemmelman gave an overview of what a Patient Safety Organization is and what it is used for. The group discussed the topic, and the policy updates, at length.

Director Paul motioned to table the topic until the September meeting. Vice-Chairperson Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

ASPEN (Access to Services Providing Essential Needs) Program – Chief Appleton reported that the Jefferson County Health Department has adopted a free program for First Responders to allow access to a secure portal whereby they can self-test and evaluate their need for behavioral health counselors and/or treatment. The resource database is tailored to fit the needs of First Responders. Mr. Nick Farrel, Paramedic, brought this to the District for consideration. Chief Appleton, Deputy Chief Hemmelman, and Mr. Farrel all met with members of the health department to review the Aspen Program. Use of the program is completely voluntary. Mr. Bishop has reviewed the agreement and sees no issues with it. A group discussion occurred.

Secretary Mueller made a motion authorizing Chief Appleton to enter into an agreement with the Jefferson County Health Department for the ASPEN Program and authorizing him to execute all necessary documents. Vice-Chairperson Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton announced the following service anniversaries for August:

Mr. CJ Wallweber, Paramedic, one (1) year; Mr. Kyle Moyers, Paramedic, one (1) year; Mr. Nathan Baird, Paramedic, one (1) year; Mr. Alex Lynn, Paramedic, eight (8) years; Mr. Mike Moormann, Paramedic, eight (8) years; and Ms. Jessie Sutter, Paramedic, eight (8) years.

CLOSING COMMENTS:

Secretary Mueller hoped everyone stayed cool.

Chairperson Ruzicka said thanks to everyone.

NEXT MEETING:

The Board set the Public Hearing and next meeting date for Wednesday, September 27, 2023. The Public Hearing will begin at 6:00 p.m. with the Board of Directors meeting immediately following. Both will be held at Station 4.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Vice-Chairperson Day seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:02 p.m.


Tara Mueller - Secretary of the Board

Board approved, signed, and sealed on this date: 9/27/23

