

**The Minutes of the 554th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
December 27, 2023**

OPEN MEETING:

The 554th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:02 p.m. on Wednesday, December 27, 2023. The meeting was conducted at Station 4.

ROLL CALL:

Directors and Administrative Personnel – Secretary Tara Mueller conducted a roll call of those in attendance. In addition to herself, Chairperson Lynne Ruzicka, Vice-Chairperson Jeremy Day, Director Mark Paul, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, 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. Director Mandy Dockery was expected to arrive late.

Director Andrew West and Deputy Chief Josh Hemmelman were not expected to attend.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

Director Paul made a motion to excuse Director West from the meeting. Chairperson Ruzicka seconded. There being no discussion, a vote was taken and passed unanimously, 4 to 0.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone.

Public Comments – There were none.

EXECUTIVE SESSION:

Chairperson Ruzicka motioned to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from 11/29/2023 and to review labor contract negotiations pursuant to Section 610.021 of the Revised Statutes of Missouri. Vice-Chairperson Day seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, “Yes.”; Vice-Chairperson Day, “Yes.”; Secretary Mueller, “Yes.”; and Director Paul, “Yes.”. The motion passed unanimously, 4 to 0.

The Board left open session at 6:04 p.m.

The Board returned to open session at 6:09 p.m.

Director Dockery arrived at 6:09 p.m.

MINUTES:

Approval of the 553rd Meeting Minutes from November 29, 2023 – Director Paul motioned to approve the meeting minutes as presented. Vice-Chairman Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0, with one abstention.

FINANCIALS:

November 2023 Treasurer’s Report – Mr. Rognan reported on the November year-to-date financials. He reviewed the revenues and expenditures. Chief Appleton reminded the Directors that the District paid for a full year of coverage with VFIS. As such, we are expecting a refund, but will be over budget until that is received.

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

December Cancellation Report Summary – The Directors reviewed the detailed report which represented December assignments to the collection agency by EMS/MC. There were 138 accounts, from 2022 and 2023, totaling \$74,455.39.

Chairperson Ruzicka motioned to approve the Cancellation Report Summary. Director Paul 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:

December is a very, very busy month. In addition, there have been several trainings and numerous meetings.

He thanked the Board and the staff for a great 2023. He also thanked Mr. Bishop and Mr. Rognan for being part of our great team.

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ashley Denman – Ms. Denman expressed the shop's thanks to the Board, the committee, and the District for a smooth year working on the CBA.

OLD BUSINESS:

2024 Operating Budget – Mr. Rognan reviewed the most recent changes that were made. There were no questions.

Director Paul made a motion to adopt the 2024 Budget as presented. Secretary Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

NEW BUSINESS:

M.O.U. with RCFPD – Chief Appleton reported that Rock Community Fire Protection District has some new members of administration and that they made a change to the existing Memorandum of Understanding that we have with them regarding firefighters riding along in our ambulance. Mr. Bishop has reviewed the document and has no issues with it. The MOUs we have with the fire departments are typically updated every several years.

Director Paul motioned to approve the MOU with RCFPD and to authorize the Chairperson to execute it. Secretary Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

IAFF 2665 CBA – Director Paul motioned to approve the contract with the union and to authorize Chief Appleton to execute the contract for 2024/2025. Secretary Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

6.9c PTO Policy (Replaces 6.9b & 6.10b) – Chief Appleton reminded the Directors that this PTO (Paid Time Off) policy combines sick and vacation. Everyone believes that the new policy covers everything that is needed. However, there may need to be revisions in the future. This is a new procedure for the District.

Director Paul motioned to adopt the 6.9c PTO Policy which replaces 6.9b and 6.10b policies. Vice-Chairperson Day seconded. There being no 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 December:

Mr. Brian Mosier, Paramedic, twenty-three (23) years; and Mr. Jerry Kister, Paramedic, twenty-nine (29) years.

Chief Appleton announced the departure of a long-time employee, Ms. Dori Lennemann. She has been with the District since 2005, and is leaving to pursue a different profession. He acknowledged her years of service and wished her well.

CLOSING COMMENTS:

Secretary Mueller wished everyone a happy and safe new year, thanked everyone for taking such good care of the community, and thanked the Board and Administration, as well.

Vice-Chairperson Day asked that everyone be safe.

Director Paul said that he agreed with Secretary Mueller's statement.

Chairperson Ruzicka thanked everyone.

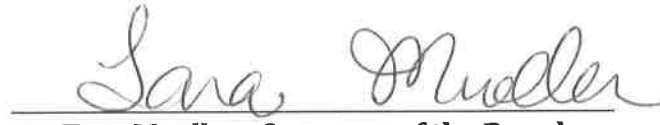
Director Dockery thanked everyone for helping her to get on her feet.

NEXT MEETING:

Chief Appleton reported that bid approval is set for January 31st. Discussion occurred regarding holding a special meeting on the 31st, or moving the monthly Board meeting date to the 31st. The Board set the next meeting date for Wednesday, January 31, 2024, at 6:00 p.m., at Station 4.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka made a motion to adjourn. Vice-Chairperson Day seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 6:45 p.m.



Tara Mueller - Secretary of the Board

Board approved, signed, and sealed on this date: 1-31-24

