

**The Minutes of the 542<sup>nd</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
December 28, 2022**

**OPEN MEETING:**

The 542<sup>nd</sup> 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, December 28, 2022. The meeting was conducted at Station #4.

**ROLL CALL:**

Directors and Administrative Personnel – Secretary Jeremy Day conducted a roll call of those in attendance. In addition to himself, Chairperson Lynne Ruzicka, Vice-Chairman Mark Paul, Director Lindsay Sleet, Director Tara Mueller, 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 all present.

**PLEDGE OF ALLEGIANCE:**

The group recited the Pledge of Allegiance.

**VISITORS AND GUESTS:**

Acknowledgement – Chairperson Ruzicka welcomed everyone to the meeting.

Public Comments – There were none.

**MINUTES:**

Approval of the 541<sup>st</sup> Meeting Minutes from November 30, 2022 – Secretary Day motioned to approve the meeting minutes as presented. Director Mueller seconded. There being no discussion, a vote was taken, and the motion passed by majority, 5 to 0, with Director Sleet abstaining.

Approval of the Special Meeting Minutes from December 21, 2022 – This item was tabled.

**FINANCIALS:**

November 2022 Treasurer's Report – Mr. Rognan reported on the finances of the District. At November's end, we are under budget by .09%, approximately \$7,000.00. Revenues and Expenditures were reviewed and trends were discussed.

Vice-Chairman Paul motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Cancellation Report Summary – The Directors reviewed the detailed report which represented December assignments to the collection agency by EMS/MC. There were 146 accounts, from 2021 and 2022, totaling \$78,656.66.

Vice-Chairman Paul motioned to approve the Cancellation Report Summary. Director Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

**COMMUNICATIONS:**

Chief's Comments – Chief Appleton reported the following:  
December has been spent wrapping up end of the year projects.

The CBA Committee met. He thought it was a good process and hopes to see it improve even more.

The State of Missouri has allocated funds to be dispersed by grant. The District has made application. If approved, the State would pay half. It is under review at this time.

A planning meeting will be held on January 17<sup>th</sup> to review and update the Master Plan. Everyone is encouraged to participate.

The Station #5 Design Committee will be meeting on January 12<sup>th</sup>. We are getting close to a concept and trying to trim off some expenses.

The updated Clinical Guidelines have been approved by Dr. Siegler and will be effective January 1<sup>st</sup>.

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

Union Business-Shop Steward, Ashley Denman – Ms. Denman read a letter from the shop thanking everyone, and especially Directors Day and Mueller, for the CBA Committee work. The shop voted and is ready to present the CBA. Ms. Denman was thanked.

#### **OLD BUSINESS:**

2023 Budget – Mr. Rogan stated that the only change made to the budget since the last meeting was the Auditor's fee. General discussion occurred. Vice-Chairman Paul suggested waiting to approve the budget until the CBA is presented.

Vice-Chairman Paul motioned to approve using the 2022 Budget to continue operations. Director Sleet seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

#### **NEW BUSINESS:**

Cooperative Agreement with St. Charles County Ambulance District – Chief Appleton explained that the proposed agreement is just as we currently have with other schools. Discussion ensued concerning if we would have too many students. Chief Appleton replied that there were no concerns of that at this time.

Chairperson Ruzicka motioned to approve the agreement and to authorize Chief Appleton to execute it. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

IAFF Collective Bargaining Agreement – This item was tabled.

#### **GOOD AND WELFARE:**

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

Full-Time: Ms. Kate Reed, Lieutenant/Paramedic, four (4) years; and Ms. Mary Anne Cody, Paramedic, fourteen (14) years.

There were no Part-Time anniversaries in December.

Congratulations were given to Ms. Lara Eppel, Paramedic, Mr. Rich Parker, Paramedic, and Mr. Adam Passer, Paramedic, for securing the additional responsibility and title of Field Training Officer (FTO). Ms. Eppel has also become a CIER.

#### **CLOSING COMMENTS:**

Vice-Chairman Paul wished everyone a Happy New Year and thanked everyone for all that they do.

Chairperson Ruzicka said thank you all.

**NEXT MEETING:**

The Board set the next meeting date for Wednesday, January 25, 2023, at 6:00 p.m., at Station #4.

**EXECUTIVE SESSION:**

Chairperson Ruzicka motioned to enter into a closed session with closed vote and closed record for the purpose of approval of Executive Session Minutes from 11/30/2022 and 12/21/2022, personnel, litigation, and labor contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Sleet seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Secretary Day, "Yes.", Director Sleet, "Yes."; Director Mueller, "Yes."; and Director West, "Yes." The motion passed unanimously, 6 to 0.

The Board left open session at 6:30 p.m.

The Board returned to open session at 9:06 p.m.

**ADJOURNMENT:**

There being no further business to come before the Board, Secretary Day motioned to adjourn. Vice-Chairman Paul seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 9:06 p.m.

  
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Jeremy Day - Secretary of the Board

Board approved, signed, and sealed on this date: 1-25-23

