

**The Minutes of the 529th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
December 1, 2021**

OPEN MEETING:

The 529th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 5:36 p.m. on Wednesday, December 1, 2021. The meeting was conducted at House #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 Christy Gay, Director Lindsay Sleet, Director Tara Mueller, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Office Manager Jennifer Ello, were all present.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

EXECUTIVE SESSION:

Chairperson Ruzicka made a motion to enter into a closed session, with closed vote and closed record for the purpose of approval of the Executive Session Minutes from 9/13/2021, and for labor contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Vice-Chairman Paul seconded the motion.

There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, “Yes.”; Vice-Chairman Paul, “Yes.”; Secretary Day, “Yes.”; Director Gay, “Yes.”; Director Sleet, “Yes.”; and Director Mueller, “Yes.” The motion passed unanimously, 6 to 0.

The Board left open session at 5:40 p.m.

The Board returned to open session at 6:10 p.m.

Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were both in attendance.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone and thanked them for attending.

Public Comments – There were none.

Additional Item – Chairperson Ruzicka motioned to move the order of business to Item #2 under Good and Welfare. Director Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

GOOD AND WELFARE:

Acknowledgement of Community Intervention – Deputy Chief Hemmelman spoke of community training making a difference. On October 5th a traumatic injury occurred at Armor Equipment in Arnold. A member of the community, Mr. Don Chronister, made a difference that day. The District was honored to have Mr. Chronister present at the meeting.

Vice-Chairman Paul presented Mr. Chronister with a Certificate acknowledging the life-saving efforts he provided in the successful delivery of bleeding control to a victim suffering major trauma. Rock Township Ambulance District recognized that without this intervention, the victim condition would have been much worse upon EMS arrival. It was further recognized that community members becoming educated on how to assist victims during

emergencies, and engaging in life-saving interventions prior to EMS arrival demonstrates a vital link in the chain of survival.

The group commended Mr. Chronister and thanked him.

MINUTES:

Approval of the 528th Meeting Minutes from October 27, 2021 – Vice-Chairman Paul motioned to approve the meeting minutes as presented. Director Gay seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0, with Secretary Day abstaining.

FINANCIALS:

October 2021 Treasurer's Report – Mr. Rognan reviewed the October financial report. The District is 1.3%, approximately \$91,000.00, over budget at this time. Revenues and Expenses were then reviewed. Mr. Rognan also discussed the future of sales tax revenues.

Vice-Chairman Paul motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Day 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 November assignments to the collection agency by EMS/MC. There were 114 accounts, from 2020 and 2021, totaling \$92,865.59.

Vice-Chairman Paul motioned to approve the Cancellation Report Summary. Director Gay 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:
Everyone is finishing up year-end processes and software implementation.

There are some minor issues being taken care of at both new buildings. Everything is being addressed promptly to ensure it is covered under the one year warranty period.

Chief Appleton responded to inquiries regarding future building locations by stating that data is still being gathered.

Discussion about a retention pool and drainage at House #2 occurred.

Both of the old house properties have been sold.

Review Completed Patient Surveys – The Directors reviewed several Patient Surveys that were returned.

Union Business-Shop Steward, Ashley Denman – Ms. Denman thanked the Board for listening to the Shop's proposal.

NEW BUSINESS:

Memorandum of Understanding – R.C.F.P.D. – Chief Appleton explained that this item is not new, it's simply been revised. Mr. Bishop has already reviewed it.

Vice-Chairman Paul made a motion approving the Memorandum of Understanding with Rock Community Fire Protection District and authorizing Chief Appleton to sign the document. Director Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

2022 Budget – Mr. Rognan explained that there is a General Fund budget, a Debt Service budget, and a Capital Projects budget to review. He then reviewed each of the proposed budgets in detail which were the result of a meeting of the budget committee. A lengthy discussion occurred.

The Directors determined a work session was needed to review the budget. After discussion, they set Tuesday, December 7, 2021, at 6:00 p.m. at House #4 for a work session which will include an Executive Session for labor contract discussions and personnel.

GOOD AND WELFARE:

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

Full-Time: Ms. Kathryn McClune, Paramedic, twenty (20) years; Mr. Jerry Appleton, Paramedic/Chief, twenty-nine (29) years; and Mr. Mark Liston, Paramedic, thirty-three (33) years.

There were no Part-Time anniversaries in October.

CLOSING COMMENTS:

Director Gay thanked everyone for all of their work on the Budget.

Chairperson Ruzicka reiterated Director Gay’s statement.

Vice-Chairman Paul wished everyone a Happy Thanksgiving, warm weather’s going, snow is coming, and thanks for all they do.

Director Mueller expressed thanks for all they do.

NEXT MEETING:

The Board will hold a Work Session on Tuesday, December 7, 2021, at 6:00 p.m. at House #4. The Board set the next monthly meeting for Wednesday, December 22, 2021, at 6:00 p.m., at House #4.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Director Gay seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:33 p.m.



Jeremy Day - Secretary of the Board



Board approved, signed, and sealed on: 12-22-21