

**The Minutes of the 579<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
February 25, 2026**

**OPEN MEETING:**

The 579<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Vice-Chairperson Day at 6:00 p.m. at Rock Township Ambulance District Station 4.

**ROLL CALL:**

Directors and Administrative Personnel – Secretary Mandy Dockery conducted a roll call of those in attendance. In addition to herself, Vice-Chairperson Jeremy Day, Director Lynne Ruzicka, Director Mark Paul, Director Paul Horn, Chief Jerry Appleton, Assistant Chief Andrew West, Deputy Chief Sheila Buchheit, Office Manager Jennifer Ello, and Mr. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, was expected to participate later, by telephone.

*Addition item* – Vice-Chairperson Day motioned to excuse Chairperson Tara Mueller 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 attendees recited the Pledge of Allegiance.

**VISITORS AND GUESTS:**

Acknowledgement – Vice-Chairperson Day thanked everyone for attending the meeting.

Public Comments – There were none.

**MEETING MINUTES:**

Approval of the 578<sup>th</sup> Meeting Minutes from January 21, 2026 – Director Paul motioned to approve the minutes as presented. Vice-Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**FINANCIALS:**

January 2026 Treasurer's Report – Chief Appleton reviewed the revenues and expenditures for the month of January. The District is slightly overbudget at the end of January.

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

February 2026 Cancellation Report – The Directors reviewed the detailed report which represented February assignments to the collection agency by EMS/MC. There were 187 accounts, from 2024 and 2025, totaling \$113,996.61.

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

**COMMUNICATIONS:**

Chief's Comments – In addition to the Chief's report that was provided, Chief Appleton informed the group of the following:

The new stretchers and monitors have arrived and are being prepared to be placed in-service.

Chief Appleton, Assistant Chief West, and Division Chief Farrel will be attending EMS Day at the Capital, in Jefferson City, on March 10<sup>th</sup> and 11<sup>th</sup>.

Discussion occurred upon an inquiry of the MIH program. Chief Appleton responded that it was going amazingly well. We have eighteen (18) people enrolled and the crews are continuing to make referrals.

Progress is being made on the Station 5 "punch list."

Review Completed Patient Surveys – There were no surveys for review.

Union Business-Shop Steward, Ashley Denman –Mr. Paul Vessels, IAFF Local 2665 Vice-President, addressed the Board and thanked them for allowing him to do so. He inquired how negotiations could move forward as it seems that both sides have yet to reach common ground. Vice-Chairman Day stated that a special board meeting may be in order.

#### **OLD BUSINESS:**

Building Access for Board Members – Chief Appleton stated that Director Horn requested this topic be brought to the Board. Director Horn said that he would like to get to get into the building without waiting for someone to let him in. He would like a key card for access to the front of the building. Discussion ensued. Mr. Bishop explained that legally, it would be a bad practice, for many reasons that he relayed to the group. Further discussion occurred.

Vice-Chairman Day motioned to allow front door access to Director Horn. Director Horn seconded. There being no further discussion, a vote was taken, and the motion failed by majority, 3 to 2.

#### **NEW BUSINESS:**

Capital Projects 2021 – 2025 Budget Adjustment – Chief Appleton reported that following the annual audit, the Capital Projects 2021 budget needs to be adjusted due to the timing of Station 5 payments (2024 expenses paid in 2025).

Vice-Chairperson Day made a motion approving the 2025 Capital Projects 2021 Budget adjustment. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Annual EMS Legal Services Agreement – Chief Appleton reminded the Directors that this is for Mr. Frank Flashpoeler's services. His retainer fee does include the first increase in fees in eight (8) years. His services have been a useful resource.

Director Paul made a motion to accept the renewal agreement for EMS Legal Services for \$1,350.00. Vice-Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

*Additional Item (Point of Order)* – Treasurer Rognan phoned in at 6:29 p.m. He stated that there is nothing out of line in the January financial statements (revenues and expenditures), at this time, being only one month in.

University of Missouri Grant Award – Chief Appleton reported that Division Chief Farrel obtained this grant. It will be used for the MIH program and the opioid crisis. Mr. Bishop has reviewed the agreement and has no objections to accepting it.

Vice-Chairperson Day made a motion accepting the \$25,000.00 grant award from the University of Missouri. Director Horn seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Capital Purchase – iSimulate Infant Mannequin – Assistant Chief West stated Division Chief Golec did a great job in obtaining the \$100,000.00 training grant which allowed him to update our training equipment. A new infant mannequin is needed to go along with our other training equipment. Chief Appleton reported that there is \$10,000.00 budgeted for this. Division Chief Golec has submitted a detailed needs assessment and price quote for \$8,275.00 from 3B Scientific for the mannequin needed.

Vice-Chairperson Day made a motion approving the purchase of an iSimulate infant mannequin from 3B Scientific for the quoted price of \$8,275.00. Director Ruzicka 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 February:

Mr. Drew Mabrey, Paramedic, and Mr. Nick Miller, Paramedic, four (4) years; Mr. Tony Guinn, Paramedic, five (5) years; and Ms. Jennifer Ello, Office Manager, thirty-eight (38) years.

**CLOSING COMMENTS:**

Director Horn wants everyone to be safe out there with the bad weather that’s being forecasted.

Secretary Dockery commended Division Chief Farrel on obtaining the grant, “Great job.”

Vice-Chairperson Day commented that he attended the State of the County address and it was well attended and a great opportunity for networking.

Director Ruzicka said, “Thanks for all you do.”

Director Paul said, “Ditto.”

**NEXT MEETING:**

The Board set the next regular monthly meeting date for Wednesday, March 25, 2026, at 6:00 p.m., at Station 4.

**EXECUTIVE SESSION:**

Vice-Chairperson Day made a motion to enter into a closed session, with closed vote, and closed record, for the purpose of contract negotiations pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Horn seconded. There being no discussion, a roll call vote was taken as follows: Vice-Chairperson Day, “Yes.”; Secretary Dockery, “Yes.”; Director Ruzicka, “Yes.”; Director Paul, “Yes.”; and Director Horn, “Yes.” The motion passed unanimously, 5 to 0.

The Board left open session at 6:40 p.m.

The Board returned to open session at 7:20 p.m.

**ADJOURNMENT:**

There being no further business to come before the Board, Director Ruzicka motioned to adjourn. Director Paul seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:21 p.m.

  
Mandy Dockery - Secretary of the Board



Board approved, signed, and sealed on this date: 03/25/24