

**The Minutes of the 567th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
February 26, 2025**

OPEN MEETING:

The 567th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Jeremy Day at 6:02 p.m.

Additional Item – Chairperson Day made a motion designating Director Paul as temporary Secretary due to Secretary Mandy Dockery’s expected absence. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

ROLL CALL:

Directors and Administrative Personnel – Director Mark Paul conducted a roll call of those in attendance. In addition to himself, Chairperson Jeremy Day, Vice-Chairperson Tara Mueller, Director Lynne Ruzicka, Director Rick Lamborn, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, and Mr. Mark Bishop, Legal Counsel for the District, were present. Mr. Rick Rognan, Treasurer for the District, participated via telephone.

Chairperson Day motioned to excuse Secretary Dockery from the meeting. Director Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Day welcomed everyone to the meeting.

Public Comments – There were none.

MEETING MINUTES:

Approval of the 566th Meeting Minutes from January 22, 2025 – Vice-Chairperson Mueller motioned to approve the minutes as presented. Director Lamborn seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Approval of the Executive Session Minutes from January 22, 2025 – Director Ruzicka motioned to approve the minutes as presented. Director Lamborn seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Approval of the Work Session Minutes from February 18, 2025 – Director Paul motioned to approve the minutes as presented. Chairperson Day seconded. There being no discussion, a vote was taken, and the motion passed by majority, 4 to 0, with Vice-Chairperson Mueller abstaining.

FINANCIALS:

February 2025 Cancellation Report – The Directors reviewed the detailed report which represented February assignments to the collection agency by EMS/MC. There were 183 accounts, from 2023 and 2024, totaling \$97,616.83.

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

January 2025 Treasurer’s Report – Mr. Rognan reviewed the revenues and expenditures for the month of January. The District is 2.941% over budget, but this is due to the timing of annual payments early in the year.

Director Paul motioned to approve the Treasurer’s Report, to pay all bills, and to approve all payroll expenditures. Chairperson Day 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:

The audit went really well. We received a lot of praise from the auditor on our record keeping and procedures.

The final stages of preparation for the bond issuance are going well. The rating call with Moody's went well with the District receiving Aa2 rating.

Congress is considering cutting the Medicare extension which would be a 2 - 3% reduction. The American Ambulance Association and the Missouri Ambulance Association are lobbying to keep the extension intact.

Station 5 construction is going well. We've had 60 weather days, the roof will be completed next week, the sewer extension in three weeks, and all of the easements have been filed.

Chief Appleton will be in Jefferson City next week for EMS Day at the Capital. Topics and factors affecting EMS are presented and discussed.

Many of the members of the Board and Administration attended the State of the County last week.

The County is hosting an Open House on March 5th and 6th.

The District is hosting a Blood Drive, at Station 4, on March 13th, from 1:00 to 5:00 p.m.

Review Completed Patient Surveys – The Directors reviewed two (2) patient surveys. Discussion occurred.

Union Business-Shop Steward, Ashley Denman – Ms. Denman said she had nothing to present at this time.

OLD BUSINESS:

Assistant Chief – Chief Appleton reported that a work session had been held and it was determined that there would be three (3) members of the Board, three (3) members of Administration, three (3) members of the Shop, and the Medical Director on the committee to determine how applicants for the position will be screened and interviewed. However, Dr. Siegler has recused himself. Chief Appleton inquired if the Board would entertain allowing one of the Battalion Chiefs to take his place. Discussion occurred and it was determined that would be fine. The three Battalion Chiefs will need to decide which one of them will participate.

NEW BUSINESS:

Station 3 & 4 Construction – Mr. Jerrod Joggerst of FGM – Mr. Joggerst gave an overview of the planned extensive renovation to Station 3 and the modest renovations to be made at Station 4. Preliminary costs were reviewed, as well. They will need approval to move forward with the design phase. Discussion ensued.

Vice-Chairperson Mueller motioned to approve moving forward with the design phase of Stations 3 and 4. Director Ruzicka seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

2024 Annual Financial Report (Audit) – Chief Appleton inquired if there were any questions. There were none. He is requesting approval from the Board so that Mr. Spinner can submit the report to the State Auditor.

Chairperson Day motioned to approve the 2024 Annual Financial Report. Director Lamborn seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0

Policy Update 3.8c Substance Abuse – Chief Appleton reported that our substance abuse policy has become the standard model that all the other districts are using. That being said, there are a few grammatical items that need to be updated.

Director Paul made a motion to adopt the updates to Policy 3.8c Substance Abuse as presented. Director Lamborn 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, three (3) years; Mr. Tony Guinn, Paramedic, four (4) years; and Ms. Jennifer Ello, Office Manager, thirty-seven (37) years.

CLOSING COMMENTS:

Director Paul stated that with Spring around the corner, maybe we'll see some improvement in the weather. He also thanked everyone for what they do.

Director Ruzicka said "Ditto" to Director Paul's comments.

Vice-Chairperson Mueller wishes that everyone stay healthy.

NEXT MEETING:

The next regular monthly meeting date was set for Wednesday, March 26, 2025, at 6:00 p.m., at Station #4.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairperson Mueller made a motion to adjourn. Director Paul seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 6:42 p.m.


Mandy Dockery - Secretary of the Board



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