

**The Minutes of the 531st Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
January 26, 2022**

OPEN MEETING:

The 531st regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:01p.m. on Wednesday, January 26, 2022. 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, 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. Director Lindsay Sleet participated audio visually. Director Tara Mueller was expected to arrive at any moment.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

Director Mueller arrived.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone.

Public Comments – There were none.

MINUTES:

Approval of the Work Session Minutes from December 20, 2021 –Vice-Chairman Paul motioned to approve the work session minutes as presented. Director Gay seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Approval of the 530th Meeting Minutes from December 22, 2021 –Secretary Day motioned to approve the meeting minutes as presented. Vice-Chairman Paul seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

FINANCIALS:

December 2021 Treasurer's Report – Mr. Rognan reviewed the December financial report. The District is 2.41% over budget, approximately \$169,460.00. This overage is due to Covid Relief funds being received in 2020 and not used until 2021. Revenues and Expenses were then reviewed.

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

Cancelation Report Summary – The Directors reviewed the detailed report which represented January assignments to the collection agency by EMS/MC. There were 122 accounts, from 2020 and 2021, totaling \$69,104.44.

Vice-Chairman Paul motioned to approve the Cancelation Report Summary. Secretary Day 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:

The annual audit is scheduled for February 3rd and 4th. Mr. Greg Spinner and his team will be here.

Covid-19 is still an obstacle regarding call volume and to employees. Some employees have contracted the virus for the second time. Discussion ensued regarding the use of paid time off for now.

The two new ambulances will be delivered tomorrow. The two old ambulances have been placed on Purplewave.com auction site. The auction is scheduled for February 8th. In addition, the District has placed surplus equipment on the auction site as well.

It has been the busiest month and Chief Appleton expressed his "hats off" to the crews for keeping up with call volume. A group discussion occurred regarding the types of calls that the crews are running and the new house locations.

Review Completed Patient Surveys - There were none.

Union Business-Shop Steward, Ashley Denman - Ms. Denman stated that they had nothing to discuss except the letter that was sent to the Directors.

NEW BUSINESS:

2022 Budget Adjustments - Mr. Rognan explained that the only changes being made to the 2022 Budget are due to the Collective Bargaining Agreement (CBA). He discussed third party billing revenue and salary adjustments.

Vice-Chairman Paul made a motion to approve the budget adjustments as presented. Director Mueller seconded. There being no discussion, a vote was taken, and the motion passed, 5 to 1.

Policy: Chapter 7 Clinical Considerations - Chief Appleton explained that the shop has questions and wants clarifications on the policies. Chief Appleton is recommending a labor-management meeting to be held to address their concerns.

Vice-Chairman Paul made a motion to table discussions on the Chapter 7 Clinical Considerations Policy, Section 5.5a Duty to Act Policy, Section 5.6a Forcible Entry Policy, and Section 5.6a Forcible Entry Release Form until the February Board of Directors meeting. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

Policy: 5.5a Duty to Act - Tabled.

Policy: 5.6a Forcible Entry - Tabled.

Policy: 5.6a Forcible Entry Release Form - Tabled.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service - Chief Appleton announced the following service anniversaries for January:

Full-Time: Mr. Dale McCarthy, Lieutenant/Paramedic, five (5) years; Ms. Jessica Clark, Paramedic, six (6) years; Ms. Ashley Baird, Paramedic, one (1) year; Mr. Nick Marty, Paramedic, one (1) year; and Mr. Cody Bishop, Paramedic, one (1) year.

There were no Part-Time anniversaries in January.

The District has offered part-time employment to Mr. Drew Mabrey, Paramedic, and Ms. Ashley Remphry, Paramedic.

The District has also offered full-time employment to Mr. Nick Miller, Paramedic. He will be replacing Mr. Mark Liston. Mr. Liston is leaving the District to pursue other career opportunities after having served for thirty-two (32) years.

A party is being held to honor both Mr. Liston and Ms. Stephanie Franklin on February 25th.

CLOSING COMMENTS:

Chairperson Ruzicka thanked everyone for all they do, including the crews and the Board.

Vice-Chairman Paul wished the same and hoped everyone stays warm.

Director Gay challenged everyone to give blood during next month's blood drive.

Deputy Chief Hemmelman announced that the District will be helping to recognize a wrestling coach who came upon a drowning victim and rendered CPR. The event will be held tomorrow night at 6:00 p.m.

NEXT MEETING:

The Board set the next monthly meeting for Wednesday, February 23, 2022, 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 6:50 p.m.



Jeremy Day - Secretary of the Board

Board approved, signed, and sealed on this date: _____



3/23/22