

**The Minutes of the 545<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
March 22, 2023**

**OPEN MEETING:**

The 545<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:06 p.m. on Wednesday, March 22, 2023. The meeting was conducted at Station 4.

**ROLL CALL:**

Directors and Administrative Personnel – Director Tara Mueller conducted a roll call of those in attendance. In addition to herself, Chairperson Lynne Ruzicka, Vice-Chairman Mark Paul, Director Lindsay Sleet, Chief Jerry Appleton, Deputy Chief Josh Hemmelman, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, Ms. Jessica Mikale, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present. Secretary Jeremy Day participated by audio. Director Andrew West was not expected.

Vice-Chairman Paul made a motion to excuse Director West from the meeting. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**PLEDGE OF ALLEGIANCE:**

The group recited the Pledge of Allegiance.

**VISITORS AND GUESTS:**

Acknowledgement – Chairperson Ruzicka welcomed everyone.

Public Comments – There were none.

**MINUTES:**

Approval of the 544<sup>th</sup> Meeting Minutes from February 22, 2023 – Vice-Chairman Paul motioned to approve the meeting minutes as presented. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**FINANCIALS:**

February 2023 Treasurer's Report – Mr. Rognan reported on the finances of the District. We are .48% over budget, approximately \$42,000.00 and trending downward. The new sales tax begins in April which will be received in May. Revenues and Expenditures were reviewed.

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, 5 to 0.

Cancelation Report Summary – The Directors reviewed the detailed report which represented March assignments to the collection agency by EMS/MC. There were 122 accounts, from 2021 and 2022, totaling \$56,070.68.

Vice-Chairman Paul motioned to approve the Cancelation Report Summary. Director Sleet 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:

EMS Legal Services annual renewal agreement has been received. Chief Appleton recommends renewing it.

The First Arriving monitors are up at Stations 1, 2, & 4. It's another communication tool. Station 3 should be complete next week. Chief thanked Mr. Nick Miller for spearheading the project and DC Buchheit, CTO Golec, and Mr. Dennis Fouts for their efforts, as well.

Chief Appleton met with Mr. Tony Becker from Custom Insurance Services.

Chief and Ms. Ello attended a COBRA meeting sponsored by the Health and Wellness Trust. The trust will now be administering our COBRA services. This should save the District some money.

Chief Appleton attended an Advisory Committee meeting for the Jefferson College paramedic program. DC Hemmelman normally attends on behalf of the District.

The Jefferson County Council's Rules Committee meeting will be held at the District in April.

We are about half way through gathering and entering the data for the Medicare Ground Ambulance Data Collection project.

The Design Committee will be meeting here tomorrow along with the Sheriff's department representatives.

The lighting for the Tahoe is being installed tomorrow.

Review Completed Patient Surveys – The patient surveys were available for the Directors to review.

Union Business-Shop Steward, Ashley Denman – Nothing was presented by the shop.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

EMS Legal Services Agreement – The group discussed the annual renewal agreement with Mr. Frank Flaspohler of EMS Legal Services.

Vice-Chairman Paul motioned to renew the agreement with EMS Legal Services for \$950.00 and to authorize Chairperson Ruzicka to execute the agreement. Director Mueller seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 4 to 1.

Workers' Compensation Renewal – Mr. Tony Becker of Custom Insurance Services was welcomed to the meeting. He explained that Missouri Rural Services Workers' Compensation Trust (MRSWCT) has been reliable over the years. Last year their renewal increase was not significantly high. This year, however, the quote from Missouri Employers Mutual (MEM) was \$38,647.00 less than the renewal amount for MRSWCT. MEM is the largest workers' compensation carrier in the State of Missouri. A lengthy discussion ensued.

Vice-Chairman Paul motioned to accept the quote from MEM for \$151,859.00 for workers' compensation coverage and authorize Chief Appleton to execute the agreement. Secretary Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0. The Board thanked Mr. Becker.

Jefferson College – Request for Donation – Chief Appleton reported that the Program Director for Jefferson College's EMS Program, Mr. Joe Haack, is aware that the District has old stair chairs. He has requested that we donate several for use in the EMS program. Discussion occurred.

Chairperson Ruzicka motioned to donate three (3) stair chairs to Jefferson College's EMS Program. Director Mueller seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Substance Abuse Policy 3.8b – Chief Appleton explained that the District’s current substance abuse policy does not address medical marijuana. The draft that is being presented is for review so that the process of updating the policy can begin. A lengthy group discussion occurred covering Missouri’s legalization of recreational marijuana use, controlled substances, federal law, and the lack of case of law at this point in time.

It was determined that this topic will be tabled.

Fire Alarm Inspection Services Proposals – Chief Appleton requested that this item be tabled until the April meeting.

**GOOD AND WELFARE:**

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

Full-Time: Mr. Tim Conroy, Paramedic, five (5) years; Ms. Ashley Denman, Paramedic, five (5) years; Ms. Jessie Sutter, Paramedic, six (6) years; and Ms. Kristina Lawshe, Administrative Assistant, ten (10) years.

Part-Time: Ms. Juliane Pritchett, Paramedic, two (2) years.

**CLOSING COMMENTS:**

Director Mueller stated that she enjoyed attending the State of the County address.

Secretary Day said that since this was the last meeting of this version of the Board, he wanted to say to Director Sleet that it was a pleasure working with her.

**NEXT MEETING:**

The Board set the next meeting date for Wednesday, April 26, 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 2/22/2023 and personnel pursuant to Section 610.021 of the Revised Statutes of Missouri. Vice-Chairman Paul 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.”; and Director Mueller, “Yes.”; The motion passed unanimously, 5 to 0.

The Board left open session at 7:02 p.m.

The Board returned to open session at 7:11 p.m.

**ADJOURNMENT:**

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Director Sleet seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:11 p.m.

  
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Jeremy Day - Secretary of the Board



Board approved, signed, and sealed on this date: 4-26-23