

**The Minutes of the 497th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
March 27, 2019**

OPEN MEETING:

The 497th regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairman Paul at 6:00 p.m. on Wednesday, March 27, 2019.

ROLL CALL:

Directors and Administrative Personnel – Secretary Cathy Wooldridge conducted a roll call of those in attendance. In addition to herself, Chairman Mark Paul, Vice-Chairperson Lynne Ruzicka, Director Christy Gay, Director Alicia Ott, Director Paul Horn, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Andrew West, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

VISITORS AND GUESTS:

Acknowledgement – Chairman Paul acknowledged there were guests and employees present, and thanked everyone for attending the meeting.

Public Comments – There were none.

MINUTES:

Approval of the 496th Meeting Minutes from February 27, 2019 – Director Ott made a motion to approve the minutes as presented. Director Gay seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

FINANCIALS:

February 2019 Treasurer's Report – Mr. Rick Rognan, Treasurer for the District, presented the Financial Statements for February 2019. He reviewed the income and expenditures.

Vice-Chairman Ruzicka made a motion to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Ott seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

Cancellation Report Summary – The Directors reviewed the report which represented February assignments. There were 216 accounts, from 2017 and 2018, that were assigned to the collection agency totaling \$116,460.22. The Directors reviewed the detailed report.

Director Gay motioned to approve the Cancellation Report Summary. Director Ott seconded.

There being no discussion, a vote was taken, and the motion passed unanimously.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

It was another busy month with increased call volume. The crews are doing a good job with keeping up.

The GEMT program, like the FRA program, will have upfront fees, but the increased reimbursements will be more than the fees. We received notice that the first GEMT fee will be \$110,591.72, and the first payment, to the District, will be \$260,411.89.

Review Completed Patient Surveys – There were four (4) surveys that were reviewed by the Directors.

Union Business-Shop Steward, Ron Lipp – He had no business to discuss.

OLD BUSINESS:

None

NEW BUSINESS:

Board Communications – Chief Appleton explained that he would like Board direction regarding communications to the Directors. He feels it is important that everyone has the ability to receive District communications in a timely manner. The District has several iPads that are available for the Directors to use if they need them. Chairman Paul feels that communication to the Directors should be electronic, through the District's official email. Director Horn said that he still wants physical copies. Discussion ensued. Director Horn wants paper copies delivered to his home. Mr. Bishop suggested that communications and documents should be delivered by District email.

Secretary Wooldridge made a motion to only use electronic email and make iPads available to those Directors who need them. Director Gay seconded.

There being no further discussion, a vote was taken, and the motion passed by majority (5 to 1), with Director Horn voting, "No."

Underwriting Resolution – The District's Municipal Advisor, and Bond Counsel (Ms. Joy Howard of WM Financial, and Ms. Shannon Creighton of Gilmore and Bell, respectively) were present to update the Board on the progress of the bond proceedings.

Ms. Howard reported that seven (7) proposals for underwriting were received. Commerce Bank has the lowest TIC (True Interest Cost). Discussion occurred. The Resolution presented for consideration is for Commerce as the Underwriter.

Ms. Creighton informed the Directors that there will be two (2) more Resolutions, for the issuance and the tax-exempt financing, for the Board's consideration on the 10th.

Secretary Wooldridge motioned to adopt the Resolution accepting Commerce Bank as the underwriter, etc. Director Ott seconded.

There being no further discussion, a vote was taken, and the motion passed by majority (5 to 1), with Director Horn voting, "No."

Director Horn requested that the Minutes reflect his "No" votes.

Vehicle Use Policy 5.3a – Chairman Paul stated that this policy has been discussed several times over the last year and that Director Horn requested it be placed on the agenda again.

Director Horn questioned why Deputy Chief Buchheit would be driving the new vehicle each day. He believes someone who lives closer to the District should be driving it. Discussion occurred which included that it is the Chief's discretion as to whom drives which staff vehicle. A lengthy group discussion ensued.

Director Horn made a motion that the Board decides vehicle assignment. The motion failed due to lack of a second.

Administration Job Descriptions and Scheduling – Chairman Paul stated that Director Horn wanted this topic placed on the agenda.

Director Horn asked about the extra day off that the Chief and Deputy Chiefs are getting. Chief Appleton explained their three (3) week flex schedule and on-call obligations. Director Horn stated that some employees think that the chiefs are getting an extra 28 days of vacation. Secretary Wooldridge stated that if employees are contacting a Director, they should be using the chain of command. A lengthy group discussion followed which included a review of the District's chain of command.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton announced the following employees' service anniversaries:

Full-Time in March: Ms. Jessie Sutter: two (2) years; Mr. Tim Conroy, Ms. Ashley Denman, Mr. Jake Laurrell, and Mr. Alex Lynn: one (1) year; and Ms. Kris Lawshe: six (6) years.

There were no Part-Time anniversaries in February.

CLOSING COMMENTS:

There were none.

NEXT MEETING:

The Directors set a Special Meeting for Wednesday, April 10, 2019, and the next regular monthly meeting was set for Wednesday, April 24, 2019. Both meetings will begin at 6:00 p.m. and will be held at House #4.

EXECUTIVE SESSION:

Director Ott 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 2/27/2019 and consultation with counsel to discuss litigation and the possibility of real estate acquisition pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Gay seconded.

There being no discussion, a roll call vote was taken as follows: Chairman Paul, "Yes."; Vice-Chairperson Ruzicka, "Yes."; Secretary Wooldridge, "Yes."; Director Gay, "Yes."; Director Ott, "Yes."; and Director Horn, "Yes." The motion passed unanimously.

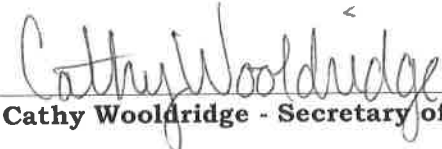
The Board left open session at 7:03 p.m.

The Board returned to open session at 7:33 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Secretary Wooldridge motioned to adjourn. Director Ott seconded.

A vote was taken, and the motion passed unanimously at 7:33 p.m.


Cathy Wooldridge - Secretary of the Board

Board approved, signed, and sealed on: 5/22/19

