

**The Minutes of the 559<sup>th</sup> Meeting  
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS  
May 22, 2024**

**OPEN MEETING:**

The 559<sup>th</sup> regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Jeremy Day at 6:01 p.m. on Wednesday, May 22, 2024. The meeting was conducted at Station 4.

**ROLL CALL:**

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

Secretary Mandy Dockery and Mr. Rick Rognan, Treasurer for the District, were expected to arrive late.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited.

**VISITORS AND GUESTS:**

Acknowledgement – Chairperson Day welcomed everyone.

Public Comments – There were none.

**MINUTES:**

Approval of the 558<sup>th</sup> Meeting Minutes from April 24, 2024 – Director Paul motioned to approve the meeting minutes as presented. Vice-Chairperson Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

**FINANCIALS:**

May Cancellation Report – The Directors reviewed the detailed report which represented May assignments to the collection agency by EMS/MC. There were 155 accounts, from 2022 and 2023, totaling \$75,006.48.

Secretary Mueller motioned to approve the Cancellation Report. Director Paul 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:

This is National EMS Week – please recognize our staff for their service.

The workers' compensation audit was completed and it went well.

Recognition given to Chief Training Officer Golec for his participation in the Fitch and Associates Ambulance Manager Training Program.

The controlled substance tracking program is up and running.

There have been numerous rain days called for work at Station 5. They may begin working on Saturdays.

Bowling for BackStoppers is June 7<sup>th</sup> at 6:00 p.m.

The annual EMS Leadership Conference being held in June will be attended by Chief Appleton, Deputy Chief Buchheit, and Deputy Chief Hemmelman this year.

Review Completed Patient Surveys – There were none to review.

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

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Policy Update: 3.6c Uniforms & Dress Code – Chief Appleton had received requests for the paramedics to wear shorts. This item has been added, with provisions. In addition, uniform classes have been defined. Both leadership and the shop have reviewed the policy.

*Director Dockery arrived at 6:13 p.m.*

Director Paul motioned to adopt Policy 3.6c Uniforms and Dress Code. Director West seconded. There being no discussion, a vote was taken and passed unanimously, 6 to 0.

St. Louis Community College Agreement – Mr. Bishop reviewed the changes that were made and the items of concern that were removed. He recommended the Board approve the agreement. Discussion occurred.

*Mr. Rognan arrived at 6:15 p.m.*

Director Paul made a motion authorizing Chief Appleton to enter into an agreement with St. Louis Community College as approved by legal counsel. Director West seconded. There being no further discussion, a vote was taken and passed unanimously, 6 to 0.

**FINANCIALS (continued):**

April 2024 Treasurer's Report – Mr. Rognan reported on the April financials. He reviewed the revenues and expenditures for the month. The District is approximately \$321,000.00 under budget, as of the end of April.

Mr. Rognan also reviewed Missouri Senate Bill 870 which was adopted in 2018. The Board will be asked to set the District's reimbursement rate at 100% at the June monthly meeting.

Vice-Chairperson Mueller 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, 6 to 0.

**GOOD AND WELFARE:**

Acknowledgement of employee promotion and service – Chief Appleton informed the Directors that Deputy Chief Buchheit will be soliciting bids for the removal of trees at Station 3. Discussion occurred.

Chief Appleton then announced the following service anniversaries for the month of May:

Mr. Zac Collins, Paramedic; two (2) years; Ms. Chynna Tame, Paramedic, five (5) years; Mr. Josue Murillo, Paramedic, five (5) years; Mr. Brandon Trieber, Paramedic, ten (10) years; Ms. Jessica Clark, Paramedic, thirteen (13) years; Mr. Corey Golec, Chief Training Officer, seventeen (17) years; Ms. Mary Bryant, Paramedic, seventeen (17) years; and Ms. Mary Anne Cody, Paramedic, nineteen (19) years.

Deputy Chief Hemmelman recognized Paramedics Kym Bartlett and Mary Anne Cody for going out of their way to assist a diabetic patient by doing dishes and light housework before they left the scene.

**CLOSING COMMENTS:**

Secretary Dockery apologized for her tardiness.

Vice-Chairperson Mueller wished everyone a happy EMS Week and thanked all for their service.

Chairperson Day requested that the topic of leadership succession be discussed in open session at the next meeting.

Director Paul thanked Deputy Chief Buchheit for the Vehicle Report and looks forward to seeing them quarterly. He would also like to see the costs listed quarterly.

**NEXT MEETING:**

The next regular monthly meeting date was set for Wednesday, June 26, 2024, at 6:00 p.m., at Station 4.

**EXECUTIVE SESSION:**

Chairperson Day motioned to enter into a closed session with closed vote and closed record for the purpose of personnel discussions and contract negotiations pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Paul seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Day, "Yes."; Vice-Chairperson Mueller, "Yes."; Secretary Dockery, "Yes."; Director Ruzicka, "Yes."; Director Paul, "Yes."; and Director West, "Yes." The motioned passed unanimously, 6 to 0.

The Board left open session at 6:39 p.m.

The Board returned to open session at 7:28 p.m.

**ADJOURNMENT:**

There being no further business to come before the Board, Director Paul made a motion to adjourn. Director West seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 7:28 p.m.

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**Mandy Dockery - Secretary of the Board**

**Board approved, signed, and sealed on this date:** \_\_\_\_\_