

**The Minutes of the 553rd Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
November 29, 2023**

OPEN MEETING:

The 553rd regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:02 p.m. on Wednesday, November 29, 2023. The meeting was conducted at Station 4.

ROLL CALL:

Directors and Administrative Personnel – Vice-Chairperson Day conducted a roll call of those in attendance. In addition to himself, Chairperson Lynne Ruzicka, Director Mark Paul, Director Andrew West, Director Mandy Dockery, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, and Mr. Mark Bishop, Legal Counsel for the District, were present. Secretary Tara Mueller and Mr. Rick Rognan, Treasurer for the District, were expected to arrive late.

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 552nd Meeting Minutes from October 25, 2023 – Director Paul motioned to approve the meeting minutes as presented. Vice-Chairman Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0, with one abstention.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

He had been on vacation and there was not a lot to report this month.

One of the duty vehicles, the pickup truck, had its transmission fail. K & K did a great job getting it repaired and back in service in three days.

Chief Training Officer Corey Golec and Chief Appleton are in the process of applying for another grant offered by the State. It would be like the last grant, matching funds. More information to follow.

Mr. Rognan arrived at 6:06 p.m.

FINANCIALS:

October 2023 Treasurer's Report – Mr. Rognan reported on the October year-to-date financials. We are slightly under budget, approximately \$2,600.00. The refund from the GEMT Program should be received in November. He then reviewed the income and expenditures through the end of October.

Director West motioned to approve the Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Director Dockery seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

November Cancellation Report Summary – The Directors reviewed the detailed report which represented November assignments to the collection agency by EMS/MC. There were 123 accounts, from 2021, 2022, and 2023, totaling \$67,009.74.

Vice-Chairperson Day motioned to approve the Cancellation Report Summary. Director West seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Review Completed Patient Surveys – There were none.

Union Business-Shop Steward, Ashley Denman – Mr. Brandon Trieber, Co-Shop Steward, thanked Directors Paul, Day, and Mueller for their work on the CBA Committee meetings. The Shop looks forward to hearing from the Board.

OLD BUSINESS:

Policy Changes: 5.15 Student Ride A Longs, 6.4 Holiday Shift Exchange, 6.5 Attendance and Tardiness, 6.6 Shift Change, 6.8 Shift Exchange, 6.9 Vacation Leave, and 6.10 Sick Leave – Chief Appleton explained which policies would be combined and what items were changing in the policies regarding the switch to a 48/96 schedule. Discussion occurred.

Director Mueller arrived at 6:25 p.m.

Vice-Chairperson Day made a motion to adopt Policies 6.4a Work Schedule, 6.5b Attendance & Tardiness, 6.6b Shift Change, 6.8b Shift Exchange, 6.9b Vacation Leave, and 6.10b Sick. Director Paul seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

NEW BUSINESS:

2024 Ambulance Fees – Chief Appleton reviewed recent history of the District's fee increases. He reported that CMS has announced that the 2024 Ambulance Inflation Factor has been set at 2.6%. With the District not increasing fees as much as they could have in recent years, an increase of 3.8% would be needed to catch up. A lengthy discussion followed.

Director Paul made a motion to increase ambulance fees by 2.6%. The motion failed due to lack of a second.

Further discussion occurred.

Director West motioned to increase 2024 ambulance fees for transport by 3.0%. Chairperson Ruzicka seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 4 to 2.

2024 Operating Budget – Mr. Rognan reviewed the proposed Budget as drafted by the budget committee. It includes a 3.2% COLA (Cost-of-living Adjustment) increase in wages and other items being proposed in the CBA (Collective Bargaining Agreement). The Board will be asked to approve the 2024 Budget at the December meeting.

S1 & S2 HVAC P.M. Agreement – SMCI – Chief Appleton reported that the warranties on the HVAC units at Station #1 and Station #2 have now expired. Deputy Chief Buchheit sought bids for Preventative Maintenance Agreements and only received one bid. It was from SMCI for \$2,520.00 and \$2,480.00, respectively. They also quoted an additional \$750.00, for each Station, for them to perform an annual Mitsubishi MN Converter test. Discussion ensued.

Director Paul motioned to accept the bids from SMCI and to authorize Chief Appleton to execute the necessary agreements. Vice-Chairperson Day seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 6 to 0.

GOOD AND WELFARE:

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

Ms. Stassy Solorzano, Paramedic, one (1) year; Ms. Amy Shaw, EMT, one (1) year; Ms. Paige Portell, EMT, one (1) year; Mr. Anson Norton, EMT, one (1) year; Mr. Connor Milligan, EMT, one (1) year; Mr. Andrew Betzel, Paramedic, one (1) year; Ms. Hannah Barbee, Paramedic, two (2) years; Mr. Cody Bishop, Paramedic, three (3) years; Mr. Jeff Cedra, Paramedic, fourteen (14) years; Mr. Patrick DeClue, Paramedic/Battalion Chief, twenty (20) years; Ms. Pam

Maness-Keller, Paramedic/Battalion Chief, twenty (20) years; Ms. Kym Bartlett, Paramedic, twenty (20) years; and Mr. Jerry Appleton, Paramedic/Chief, thirty-one (31) years.

CLOSING COMMENTS:

Director Paul wished everyone "Happy Holidays" and to keep up the good work.

Vice-Chairperson Day asked that everyone look out for those who need extra help during the cold weather.

Secretary Mueller said that she enjoyed working with the union representatives on the CBA.

Chief Appleton said that costs are trending high on Station #5 and that bids could go out around the 13th. He expects that Jerrod will be attending an upcoming meeting.

NEXT MEETING:

The Board set the next meeting date for Wednesday, December 27, 2023, at 6:00 p.m., at Station 4. Director West stated that he will attend via telephone.

EXECUTIVE SESSION:

Chairperson Ruzicka motioned to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from 10/25/2023 and to review labor 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 Ruzicka, "Yes."; Vice-Chairperson Day, "Yes."; Secretary Mueller, "Yes."; Director Paul, "Yes."; Director West, "Yes."; and Director Dockery, "Yes." The motion passed unanimously, 6 to 0.

The Board left open session at 7:33 p.m.

The Board returned to open session at 8:16 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka made a motion to adjourn. Vice-Chairperson Day seconded. A vote was taken, and the motion passed unanimously, 6 to 0, at 8:16 p.m.



Tara Mueller - Secretary of the Board

Board approved, signed, and sealed on this date: 12-27-2023

