

**The Minutes of the 541st Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
November 30, 2022**

OPEN MEETING:

The 541st regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:01 p.m. on Wednesday, November 30, 2022. The meeting was conducted at Station #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 Tara Mueller, Director Andrew West, 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 all present. Mr. Rick Rognan, Treasurer for the District, was expected to arrive late and Director Lindsay Sleet was not expected to attend.

Chairperson Ruzicka motioned to excuse Director Sleet from the meeting. Secretary Day 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 to the meeting.

Public Comments – There were none.

MINUTES:

Approval of the 540th Meeting Minutes from October 26, 2022 – Director Mueller 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, 4 to 0, with Director West abstaining.

FINANCIALS:

October 2022 Treasurer's Report – This item was tabled until the arrival of Mr. Rognan.

Cancelation Report Summary – The Directors reviewed the detailed report which represented November assignments to the collection agency by EMS/MC. There were 136 accounts, from 2021 and 2022, totaling \$75,422.25.

Secretary Day motioned to approve the Cancelation Report Summary. Director West 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:

The District's Town Hall meeting, held on November 2nd, was unattended by the public.

Congratulations on a job well done. The proposition passed with 60% of the votes.

During the recent on-site safety and risk assessment, VFIS found no issues with the buildings or the vehicles. They did suggest that the district sponsor mental health and wellness programs, annual physicals, etc. More information to follow.

A Budget Committee meeting was held on November 10th. The draft is being presented this evening. Thank you to everyone who participated.

The inspection of Station #2 by the County is good. There are still a few minor items remaining.

Meetings are ongoing with the Sheriff regarding Station #5. The attorneys have approved the agreement. A press release is forthcoming.

There have been a lot of CIER events.

Review Completed Patient Surveys – There were no patient surveys to be reviewed.

Union Business-Shop Steward, Ashley Denman – Ms. Denman read a CBA intent letter requesting a committee be formed. Ms. Denman was thanked.

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

FINANCIALS:

October 2022 Treasurer's Report – Mr. Rognan reported on the finances of the District. At October's end, we are under budget by approximately \$70,000.00. Revenues and Expenditures were reviewed and trends were discussed.

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

OLD BUSINESS:

2023 Ambulance Fees Increase – Chief Appleton informed the Board that CMS has posted an 8.7% increase for 2023, and the State of Missouri has posted a 7% CPI. A lengthy discussion ensued.

Director West made a motion to increase ambulance fees by 7%, beginning with date of service January 1, 2023. Director Mueller seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 3 to 2.

Policy Revision: 2:10c Community Information & Education Resource (CIER) – Chief Appleton explained that the revision will allow part-time employees to become a CIER.

Vice-Chairman Paul motioned to adopt the revision to Policy 2:10c Community Information & Education Resource. Director Mueller seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

Policy Revision: 2.14b Part Time and PRN Medical – Chief Appleton explained that this revision disallows part-time EMTs from working on ALS Paramedic units.

Secretary Day motioned to adopt the revision to Policy 2.14b Part Time and PRN Medical. Chairperson Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

NEW BUSINESS:

Certification of Election Results – Chairperson Ruzicka read the results of the "Proposition Reduced Property Taxes" election from the County's Certification of Election Results, "Yes, 17,783; No, 12,227."

Vice-Chairman Paul motioned to accept the Certification of Election Results from the November 8, 2022 election. Secretary Day seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

2023 Budget - Chief Appleton reminded the Directors that a work session is usually held to review the budget. Mr. Rogan then reviewed the draft 2023 budget for the group. Several minor discussions were held throughout the review. The Debt Service and Capital Projects budgets were also reviewed.

Mr. Rogan was thanked for his review.

Intergovernmental Agency Agreement – Jefferson County – Mr. Bishop explained that the agreement just represents the design cost. Jefferson County will be paying ½. The agreement does not obligate either party to build, just to design. Discussion occurred.

Vice-Chairman Paul motioned to approve the Intergovernmental Agreement for the Payment of Architecture and Design Fees between Rock Township Ambulance District and the County of Jefferson and authorized 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.

GOOD AND WELFARE:

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

Full-Time: Ms. Kathryn McClune, Paramedic, twenty-one (21) years; and Mr. Jerry Appleton, Paramedic/Chief, thirty (30) years.

There were no Part-Time anniversaries in November.

Mr. Nick Marty, Paramedic, is leaving his full-time position to enter the MIH/CP program at Mehlville. Ms. Hannah Barbee, Paramedic, will be promoted to full-time on December 2nd.

The District will be holding a recognition ceremony, following the next Board of Directors meeting, to recognize employees for their longevity and clinical accomplishments.

CLOSING COMMENTS:

Director Mueller congratulated the District on a job well done by getting the proposition passed.

Vice-Chairman Paul wished everyone a Merry Christmas and to enjoy the weather.

Chairperson Ruzicka wished Merry Christmas to everyone and hoped everyone stays safe.

NEXT MEETING:

The Board set the next meeting date for Wednesday, December 28, 2022, 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 9/21/2022, personnel, and for labor contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Secretary Day seconded. There being no discussion, a roll call vote was taken as follows: Chairperson Ruzicka, "Yes."; Vice-Chairman Paul, "Yes."; Secretary Day, "Yes.", Director Mueller, "Yes."; and Director West, "Yes." The motion passed unanimously, 5 to 0.

The Board left open session at 7:38 p.m.

The Board returned to open session at 8:43 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Secretary Day motioned to adjourn. Director West seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 8:47 p.m.



Jeremy Day - Secretary of the Board

Board approved, signed, and sealed on this date: 12-28-22

