

**The Minutes of the 492nd Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
October 24, 2018**

OPEN MEETING:

The 492nd regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Paul at 6:01 p.m. on Wednesday, October 24, 2018.

ROLL CALL:

Directors and Administrative Personnel – Chairman Mark Paul conducted a roll call of those in attendance. In addition to himself, Vice-Chairperson Lynne Ruzicka, Secretary Cathy Wooldridge, Director Christy Gay, Director Alicia Ott, Director Paul Horn, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Office Manager Jennifer Ello, Mr. Mark Bishop and Ms. Megan Tongue, 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 thanked everyone for attending the meeting.

Public Comments – There were none.

MINUTES:

Approval of the 492nd Meeting Minutes from September 26, 2018 – Director Ott made a motion to approve the minutes as presented. Director Gay seconded.

There being no discussion, a vote was taken. The motion passed with Secretary Wooldridge abstaining.

FINANCIALS:

September 2018 Treasurer's Report – Mr. Rick Rognan, Treasurer for the District, presented the Financial Statements for September 2018 and gave a brief overview of income and expenses. Discussion occurred.

Vice-Chairperson Ruzicka made a motion to approve the September 2018 Treasurer's Report, to pay all bills, and to approve all payroll expenditures. Secretary Wooldridge seconded.

There being no further discussion, a vote was taken. All "Ayes" were heard with one "Nay" vote. The motion passed by majority.

Cancellation Report Summary – The Directors reviewed the report which represented September assignments. There were 273 accounts, from 2016, 2017, and 2018, that were assigned to the collection agency totaling \$152,620.31. The Directors reviewed the detailed report and discussed the billing and collection practices. A lengthy group discussion occurred.

Director Gay motioned to approve the Cancellation Report Summary. Secretary Wooldridge seconded.

There being no further discussion, a vote was taken. There were no dissenting votes heard and the motion passed unanimously.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

Representatives from EMS Management and Consultants met with members of the District's administration to hold a regular business review. Chief Appleton explained to them why the District would be choosing a different billing company in the future. The representatives offered to meet with the Board of Directors should they choose to.

All the proper notifications, regarding the bond issue, were sent out and will be posted in the Leader newspaper as well.

Ambulance #7057, which was involved in a collision in September, has been repaired and is ready for paint. It will be available for inspection next Monday.

Chief Appleton is traveling to Kirksville tomorrow for a statewide A.D.A.M. meeting. EMS legislation will be discussed.

Review Completed Patient Surveys – The Board reviewed the patient survey.

Union Business-Shop Steward, Ron Lipp – Mr. Lipp explained that the shop had been working on education regarding the bond issue. They have been knocking on doors, placing signs, etc. They have received positive feedback from the community.

OLD BUSINESS:

Capital Improvements Planning – Chief Appleton reported that most of the information regarding the bond issue has been through social media. Also, two of the four scheduled town hall meetings have taken place. There was very poor turnout. Discussion occurred regarding getting the word out.

Healthcare Options Update – Custom Insurance – David McKinney – Chief Appleton relayed that Mr. McKinney offered to attend the meeting and Chief thought it was unnecessary at this time. Chief Appleton explained that all of the employees completed the EasyApps medical history questionnaire and that the information has been sent to the insurance carriers. A Board work session would be beneficial in mid-November. In closing, he was just notified that the District's current ACA plan with Anthem Blue Cross Blue Shield has provided a 5% increase with no plan changes.

Tattoo Policy – Chief Appleton had provided the Directors with copies of other Districts' and departments' policies and a draft policy for their consideration. A group discussion ensued. Mr. Bishop will prepare a draft policy for the Board to consider at the next monthly meeting.

NEW BUSINESS:

Mercy-South Pre-Hospital Guidelines – Chief Appleton explained that the District is under the medical control of Dr. Gibson of Mercy-South (formerly St. Anthony’s Medical Center). The group discussed whether or not the Board needed to adopt the new pre-hospital guidelines. Previous Boards have adopted pre-hospital guidelines. Mr. Bishop will research the topic and review the medical director agreement and will render an opinion at the next monthly meeting of the Board.

GOOD AND WELFARE:

Acknowledgement of employee promotion and service – Chief Appleton will begin acknowledging part-time employees’ service in addition to the full-time service. He announced the following employees’ service anniversaries:

Part-Time for October: Ms. Kate Reed, one (1) year; Mr. Nate Miller, one (1) year; Ms. Tiffany Gains, two (2) years; and Mr. James Heimos, two (2) years.

Full-Time for October: Mr. Jim Bierman, five (5) years; Ms. Lara Eppel, thirty (30) years; and Mr. Milton Cook, thirty-five (35) years.

CLOSING COMMENTS FROM RESIDENTS:

No residents had anything to add. Director Horn questioned the next meeting being the day before Thanksgiving, which it was not.

Director Horn motioned to have Chief Appleton order a gavel for the Chairman. Secretary Wooldridge stated that she would vote against that motion. Discussion followed regarding the possibility of a donated gavel. The motion failed due to a lack of a second.

NEXT MEETING:

The next regular monthly meeting of the Board of Directors will be on Wednesday, November 28, 2018, at 6:00 p.m. at House #4.

Chief Appleton inquired about holding a work session to review healthcare options. The Directors reviewed their availability and set a work session for 6:00 p.m. on Wednesday, November 14th, at House #4.

EXECUTIVE SESSION:

Secretary Wooldridge motioned to enter into a closed session with closed vote and closed record for the purpose of approval of the Executive Session Minutes from 9/26/2018 and consultation with counsel to discuss personnel, litigation, and labor contract discussions pursuant to Section 610.021 of the Revised Statutes of Missouri. Director Ott 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 7:05 p.m.

The Board returned to open session at 7:44 p.m.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairperson Ruzicka made a motion to adjourn. Director Gay seconded.

There being no discussion, a vote was taken, and the motion passed unanimously at 7:45 p.m.

Cathy Wooldridge

Cathy Wooldridge - Secretary of the Board



Board approved, signed, and sealed on:

11/28/18