

**The Minutes of the 552nd Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
October 25, 2023**

OPEN MEETING:

The 552nd regular monthly meeting of the Rock Township Ambulance District Board of Directors was called to order by Chairperson Lynne Ruzicka at 6:00 p.m. on Wednesday, October 25, 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 Mandy Dockery, Chief Jerry Appleton, Deputy Chief Sheila Buchheit, Deputy Chief Josh Hemmelman, Chief Training Officer Corey Golec, Office Manager Jennifer Ello, Mr. Mark Bishop, Legal Counsel for the District, and Mr. Rick Rognan, Treasurer for the District, were present. Secretary Tara Mueller attended the meeting virtually. Director Andrew West was not expected to attend.

Chairperson Ruzicka made a motion to excuse Director West from the meeting. Vice-Chairperson 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.

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 9/27/2023 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."; and Director Dockery, "Yes." The motion passed unanimously, 5 to 0.

The Board left open session at 6:03 p.m.

The Board returned to open session at 6:33 p.m.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka acknowledged that there were many people present and welcomed everyone.

Public Comments – There were none.

MINUTES:

Approval of the 551st Meeting Minutes from September 27, 2023 – Director Paul motioned to approve the meeting minutes as presented. Director Dockery seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0, with Chairperson Ruzicka abstaining.

FINANCIALS:

September 2023 Treasurer's Report – Mr. Rognan reported on the September year-to-date financials. We are over budget approximately \$19,000.00. The refund from the GEMT Program should be received in November. The District is on track to be under budget for the year. He then reviewed the income and expenditures through the end of September.

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

October Cancellation Report Summary – The Directors reviewed the detailed report which represented October assignments to the collection agency by EMS/MC. There were 131 accounts, from 2021, 2022, and 2023, totaling \$59,324.36.

Director Paul motioned to approve the Cancellation Report Summary. Chairperson Ruzicka 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 IAFF Trust is offering voluntary insurance policies, similar to AFLAC, to our employees. They will be allowed to pay their premiums with payroll deduction.

He attended another Public Safety Committee meeting at the City of Arnold.

He shared the District's recently adopted Substance Abuse Policy with other agencies at the last Chiefs' meeting. The group discussed pooling policies in the future.

The design of Station 5 is 95% complete. Our CMAR attended the last building committee meeting.

Chief Appleton, Chairperson Ruzicka, Ms. Ashley Denman, and Mr. Brandon Trieber all attended a State of the Trust meeting. The Trust is on target and doing better than expected.

Chief Appleton will be out of the office from November 10th through the 19th.

There are a lot of Public Relations events scheduled in the next few weeks. We need help manning the booth for the Apple Butter Festival.

In closing, he reminded the Directors that the 4th Wednesday in November is Thanksgiving eve and they might wish to change the meeting date.

Review Completed Patient Surveys – The Directors reviewed a patient survey and general discussion about it occurred.

Union Business-Shop Steward, Ashley Denman – Ms. Denman stated that the policy changes that are being presented at this evening's meeting deal with a 48/96-hour rotation, versus the current Kelly rotation. The shop voted for the change to go into effect January 1st and they are hoping for approval from the Board.

OLD BUSINESS:

None.

NEW BUSINESS:

2024 Tahoe – State Contract Bid – Chief Appleton reported that two duty vehicles are in need of replacement. They were both included in the Capital Projects budget planning. The State Contract has listed a 2024 Chevrolet Tahoe 4WD Special Service Vehicle for \$49,682.00 with available options. A lengthy discussion occurred including the age and condition of both vehicles being replaced, and their estimated worth.

Chairperson Ruzicka made a motion to purchase two (2) 2024 Chevrolet Tahoes, for \$49,682.00 each, in addition to any options required and authorizing Chief Appleton to execute all necessary documents. Director Paul seconded. There being no further discussion, a vote was taken, and the motion passed by majority, 4 to 1.

Insurance – Property and Casualty – Chief Appleton reported that he had obtained a proposal from Assured Partners for Property and Casualty insurance coverage through Intact. The proposal is significantly less than our current carrier, VFIS, for the same coverage. Mr. Steve Kickham, of Assured Partners, was present and reviewed the Intact policy for the Directors. If chosen, the policy includes a three-year rate lock if no significant losses are reported. Discussion ensued.

Vice-Chairman Day made a motion to enter into an agreement with Assured Partners to obtain Intact insurance for the price of \$72,036.00 and authorizing Chief Appleton to execute all necessary documents. Director Paul seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 5 to 0.

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 reported that the proposed schedule change (from a Kelly rotation to a 48/96 rotation) will have no effect on the budget, nor employee pay. It has been suggested that it will improve moral allowing for employees to spend more time with their families. He is requesting to move forward with these changes if the Board has no objections. The consensus of the Board was for him to move forward with the change. Chief Appleton will update the policies and present them for Board review at the next meeting.

GOOD AND WELFARE:

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

Mr. Danny Parker, Paramedic, one (1) year; Ms. Nichole Stevison, Paramedic, three (3) years; Ms. Ashley Baird, Paramedic, three (3) years; Ms. Kate Reed, Paramedic/Lieutenant, six (6) years; Ms. Ashley Denman, Paramedic, seven (7) years; Mr. Dale McCarthy, Paramedic/Lieutenant, nine (9) years; Ms. Kathryn McClune, Paramedic, twenty-four (24) years; Mr. Dennis Fouts, Paramedic, twenty-four (24) years; Mr. Terry Machisen, Paramedic/Battalion Chief, twenty-four (24) years; Ms. Lara Eppel, Paramedic, thirty-five (35) years; and Mr. Milton Cook, Emergency Medical Technician, forty (40) years.

Chief Appleton invited everyone to stay, celebrate, and honor Mr. Cook's achievements with the District following the meeting.

CLOSING COMMENTS:

There were none.

NEXT MEETING:

The Board changed the scheduled date of the next meeting to Wednesday, November 29, 2023, at 6:00 p.m., at Station 4.

ADJOURNMENT:

There being no further business to come before the Board, Vice-Chairman Day made a motion to adjourn. Chairperson Ruzicka seconded. A vote was taken, and the motion passed unanimously, 5 to 0, at 7:30 p.m.



Tara Mueller - Secretary of the Board



Board approved, signed, and sealed on this date: 11/29/2023