

**The Minutes of the 540th Meeting
of the ROCK TOWNSHIP AMBULANCE DISTRICT BOARD OF DIRECTORS
October 26, 2022**

OPEN MEETING:

The 540th 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 26, 2022. The meeting was conducted at Station #4.

ROLL CALL:

Directors and Administrative Personnel – Director Tara Mueller conducted a roll call of those in attendance. In addition to herself, Chairperson Lynne Ruzicka, Vice-Chairman Mark Paul, Director Lindsay Sleet, 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 all present. Secretary Jeremy Day and Director Andrew West were not expected to attend.

PLEDGE OF ALLEGIANCE:

The group recited the Pledge of Allegiance.

Vice-Chairman Paul motioned to excuse Secretary Day and Director West from the meeting. Chairperson Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

VISITORS AND GUESTS:

Acknowledgement – Chairperson Ruzicka welcomed everyone to the meeting.

Public Comments – There were none.

MINUTES:

Approval of the 539th Meeting Minutes from September 21, 2022 – Vice-Chairman Paul motioned to approve the meeting minutes as presented. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

FINANCIALS:

September 2022 Treasurer's Report – Mr. Rognan reported on the finances of the District. At the end of September, we are under budget by .81%, approximately \$63,000.00. 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. Chairperson Ruzicka seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

Cancelation Report Summary – The Directors reviewed the detailed report which represented October assignments to the collection agency by EMS/MC. There were 172 accounts, from 2020, 2021, and 2022, totaling \$86,191.90.

Vice-Chairman Paul motioned to approve the Cancelation Report Summary. Director Sleet seconded. There being no discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

COMMUNICATIONS:

Chief's Comments – Chief Appleton reported the following:

The annual EMSight Conference, hosted by EMS Management and Consultants, was attended by several Chief Officers and staff. Chief Appleton relayed that staffing issues are being felt by providers throughout the country and tiered response systems are being used with great success. He shared other insights that were covered regarding forecasts and trends in the EMS industry.

Chief Appleton and Vice-Chairman Paul attended a Jefferson County Council meeting. They received positive feedback from the members regarding a shared facility.

Chief Appleton attended a Jefferson County EMS Chiefs' retreat with Jefferson County Community College educators. Great discussion ideas were exchanged.

The Station #2 retention pond has been completed and the ground has been seeded.

Ameren Missouri has taken responsibility for the drainage problem on the west side of Station #2.

The District is participating in a ton of community events: many trunk or treats, car shows, the Apple Butter festival.

Proposition information is being pushed out and a Town Hall meeting is being held at Station #4 on Wednesday, November 2nd.

Chief Appleton reported that he will be out of town from the 11th of November through the 20th.

Review Completed Patient Surveys – The Directors reviewed the patient surveys that were presented.

Union Business-Shop Steward, Ashley Denman – Ms. Denman stated that there had been some hiccups on getting their signs and materials but would begin promoting the proposition on Sunday.

OLD BUSINESS:

None.

NEW BUSINESS:

2023 Ambulance Fees Increase – Chief Appleton informed the Board that CMS has posted an 8.7% increase for 2023. Discussion ensued. It was determined that this item will be tabled until the November meeting.

Capital Purchase – Protection Turnout Gear – Chief Appleton reported that Deputy Chief Hemmelman obtained bids from Banner Fire Equipment, Inc. and Sentinel Emergency Solutions. The District used Cares Act funding to purchase some new turnout gear in 2020. However, we still have those in need of new gear. In addition, employees do not currently have their own helmets. Discussion ensued about how the gear is cleaned and re-used, shared helmets, etc. The purchase is part of the Capital Plan.

Vice-Chairman Paul made a motion to purchase protective turnout gear from Banner Fire Equipment, Inc., spending up to \$46,182.00. Director Mueller seconded. There being no further discussion, a vote was taken, and the motion passed unanimously, 4 to 0.

Policy Revision: 2:10c Community Information & Education Resource (CIER) – Chief Appleton explained that this position used to be called Community Outreach. However, the employee association has an Outreach program. Deputy Chief Hemmelman renamed the position to CIER but the language in the policy limits the position to full-time employees only. We have part-time employees who have expressed an interest in becoming a CIER. The union employees would like time to review this revision. This item will be tabled.

Policy Revision: 2.14b Part Time and PRN Medical – Chief Appleton explained that the union employees would like to review this revision, as well. This item will be tabled.

A brief discussion occurred regarding emergency staffing.

GOOD AND WELFARE:

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

Full-Time: Mr. TJ Nichols, Paramedic, one (1) year; Ms. Alison Holke, Paramedic, one (1) year; Mr. Rich Parks, Paramedic, one (1) year; Ms. Lara Eppel, Paramedic, thirty-four (34) years; and Mr. Milton Cook, EMT, thirty-nine (39) years.

There were no Part-Time anniversaries in October.

CLOSING COMMENTS:

Chairperson Ruzicka said thank you for what you do and keep up the good work.

Vice-Chairman Paul said thanks and keep working hard.


Director Mueller said ditto to that.

NEXT MEETING:

The Board changed the scheduled meeting date for November. They set the next monthly meeting for Wednesday, November 30, 2022, at 6:00 p.m., at Station #4.

ADJOURNMENT:

There being no further business to come before the Board, Chairperson Ruzicka motioned to adjourn. Vice-Chairman Paul seconded. A vote was taken, and the motion passed unanimously, 4 to 0, at 6:47 p.m.



Jeremy Day - Secretary of the Board

Board approved, signed, and sealed on this date: 11/30/22

