

Pettis County Ambulance District Meeting Minutes-Open

February 12, 2019

1. The meeting was called to order by Greg Nehring-Chairman at 6:00 p.m.

Attendance:

Board Members: Mike Brown, John Fritz (Late Arrival), Nick Gerke, Mike Layton, John Meehan, Greg Nehring.

PCAD Staff: Eric Dirck-EMS Chief, Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Ryan Newsom-IT, Dr. David Gustafson, 4 additional PCAD Crew Members.

Visitors: Nicole Cooke-Sedalia Democrat, Sandy Gustafson, Bill Griffith Sr.

2. Approve the Agenda

Mike Layton made, Nick Gerke seconded a motion to approve the agenda as presented. Motion carried (5-0) John Fritz Absent.

3. Approve the January 22, 2019 Board Meeting Minutes

John Meehan made, Mike Brown seconded a motion to approve the January 22, 2019 Board Meeting Minutes as presented, motion carried (5-0) John Fritz Absent.

4. Visitors / Public Comments. No public comments.

*John Fritz arrived at 6:05 p.m.

5. CFO's Report: Presented by Jamie Luebbering-CFO. Checking Account Register as of February 8, 2019 with debits of \$318,313.99, and credits of \$304,129.51, leaving a balance of \$1,073,159.79. Supporting documents provided. John Meehan made, Nick Gerke seconded a motion to pay the bills as presented. Motion carried (6-0).

6. EMS Chief's Report: EMS Chief Dirck provided a report on district activities. See attached.

7. Medical Director Report

Dr. Gustafson reported on the recent training event at the PCAD Education Center with the Pediatric Simulator provided by the University of Missouri. Dr. Gustafson also reported that Sedalia Fire Department had expressed an interest in multi-agency training with PCAD. Reviews of reports have shown complete compliance with established protocols and procedures.

8. Open Issues

- a.) **DMAT Funding:** John Meehan made, Nick Gerke seconded a motion for PCAD to provide \$5000.00 in funding to DMAT. Motion carried (6-0).
- b.) **Concrete RFP-**Tabled for next meeting.
- c.) **Mowing RFP-** Tabled for next meeting.
- d.) **State of Missouri Bicentennial:** Information provided by John Fritz in reference to PCAD participating in recognizing the Bicentennial. Fritz offered to assist with community fundraising.
- e.) **Goal for Cash Reserve:** Tabled for future work session.

f.) **Bids for Realtor:** (Sales of a portion of property on 16th Street): Tabled for next meeting when a realtor will appear for the board to question.

g.) **Garage Door Opener Upgrades:** Tabled for next meeting.

9. New Issues

- a.) Proposals for annual Septic Service were provided to EMS Chief Dirck by the installer of the system. Three separate bids were provided at different service levels. John Fritz made, Mike Brown seconded the motion to accept the Semi-Annual Service Bid at \$760.00. Motion carried (6-0).
- b.) New Ambulance Payment: John Fritz made, John Meehan seconded a motion to provide payment to ARV Ambulance in the amount of \$379,362.00. Motion carried (6-0).
- c.) ADAM Membership (Budget Approved Item)-Tabled for next meeting.

10. Closed Meeting Pursuant to RSMo. 610.021

John Fritz made, Nick Gerke seconded a motion to adjourn to closed session per RSMo 610.021

Section (3) Hiring, firing, disciplining or promoting of employees by a public governmental body when personal information about the employee is discussed or recorded.

Section (8) Welfare cases of identifiable individuals

Section (12): Any documents related to a negotiated contract until a contract is executed

Section (14): Records which are protected from disclosure by law

Roll Call Vote: Brown-Yes, Fritz-Yes, Gerke-Yes, Layton-Yes, Meehan-Yes, Nehring-Yes. Motion carried (6-0). The meeting adjourned to Closed Session at 7:59 p.m.

11. Open Meeting Reconvened at 9:15 p.m.

12. Adjournment: Nick Gerke made, Greg Nehring seconded a motion to adjourn. Motion carried (6-0). The meeting adjourned at 9:17 p.m.

13. Next Meeting

The next Regular Meeting will be Tuesday, February 26, 2019 at 6:00 p.m. The meeting will be held at the PCAD Educational Building at 400 S Kentucky Street, Sedalia, Missouri.

Minutes submitted by Ryan Newsom-PCAD-IT / Board Rapporteur / Archivist

Minutes approved by:

PCAD Board Member



Pettis County Ambulance District
EMS Chief Report

12 February 2019

1. Operations:
 - a. Recent severe weather has slowed response, scene and transport times somewhat; however, no injuries or accidents occurred with the PCAD crews or patients, and all calls were answered in a timely and safe manner.
2. Buildings:
 - a. Crews have done some interior painting, otherwise no issues with PCAD buildings
3. Education
 - a. "CADS" Documentation in lieu of CAC for most command staff:
 - i. Certified Ambulance Documentation Specialist (CADS) is specifically geared for EMTs and Paramedics. It is for EMS QA/QI personnel, supervisors/managers, compliance officers, billers and anyone else involved in EMS clinical care or any aspect of the ambulance service revenue cycle. *The CADS certification is a lifetime certification with no annual recertification requirements.* Most of PCAD's Command staff will be taking this course in lieu of the CAC (same vendor as Certified Ambulance Coder).
 - b. "Cost Data Analysis": MAA/AAA training
 - i. CFO Luebbering and I attended training last week for billing compliance and CMS/Medicare changes / requirements for cost reporting. **Congress has mandated all ambulance service providers to submit cost data.** In order to reform future ambulance payments, Congress may use this data to determine reimbursement levels and other alternative payment methods. The seminar was provided by the MAA and the American Ambulance Association (AAA).
 - c. Board Education:
 - i. HIPAA training (open issue / pending): 2nd board meeting in February

Respectfully,

Eric W. Dirck