

Pettis County Ambulance District Meeting Minutes-Open

May 28, 2019

1. John Meehan-Chairman called the meeting to order at 6:00 p.m.

Attendance:

Board Members: Mike Brown, John Fritz, Nick Gerke, Mike Layton, John Meehan, Greg Nehring-Absent.

PCAD Staff: Eric Dirck-Chief, Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Ryan Newsom-IT, Justin Cross-Division Chief of Training, Dr. David Gustafson-Medical Director, Florian Hammer-Battalion Chief, and 2 additional PCAD Crew Members.

Visitors: Nicole Cooke-Sedalia Democrat, Sandy Gustafson

2. Approve the Agenda

Motion by Nick Gerke, seconded by John Fritz to approve the agenda with the addition of item 4. a.

Motion carried (5-0) Greg Nehring Absent.

3. Approve the previous Meeting Minutes

Motion by Nick Gerke, seconded by Mike Brown to approve the May 14, 2019 Open Board Meeting Minutes, motion carried (5-0) Greg Nehring Absent.

Motion by John Fritz, seconded by Nick Gerke to approve the May 14, 2019 Closed Board Meeting Minutes, motion carried (5-0) Greg Nehring Absent.

4. Visitors / Public Comments. None made.

a) Mike Layton read aloud and signed his Oath of Office.

5. CFO's Report: Presented by Jamie Luebbering-CFO. Checking Account Register as of May 23, 2019 with debits of \$115,222.26 and credits of \$233,971.39, leaving a balance of \$1,342,491.89. Supporting documents provided.

6. Approval of Outstanding Bills: Motion by Nick Gerke, seconded by John Fritz to pay the bills as presented. Motion carried (5-0) Greg Nehring Absent.

a) CFO Luebbering advised the board of an upcoming presentation by Wilkerson Reynolds; at the next meeting.

b) The board discussed upcoming Medical Billing Contract renewal; will wait for CFO recommendation for further action.

7.EMS Chief's Report: EMS Chief Dirck provided his report, see attached.

a) John Fritz thanked the EMS Crews for their response to Cole County after the tornados there last week.

b) Battalion Chief Florian Hammer advised the board of the awarding of the CenterPoint Life Saver Award to Donnie Morehead-PCAD Paramedic. Morehead was selected out of over 70,000 candidates.

- c) The board requested to be notified by the Chief whenever PCAD deploys units as in the response to Cole County.
- d) Mike Brown requested to be notified when the driveway repair starts at PCAD-HQ.

8. Medical Director Report

Dr. Gustafson stated the award to Donnie Morehead was well deserved. Dr. Gustafson advised of statistics relating to the number of patients who were transferred over the last 30 days, for the boards information prior to the May 29th meeting at BRHC. Dr. Gustafson advised of upcoming training of PCAD and Sedalia Fire Department.

9. Open Issues

- a.) **Parking Lot-Repair Update:** Still pending.
- b.) **16th Street Property Update:** John Fritz presented the design of a 4-foot by 8-foot sign to advertise the sale, to be placed on the property. John Meehan requested for the PCAD attorney to be contacted reference the liquidation of said property.
- c.) **WAD Contract Negotiation Committee-Update:** Tabled for future meeting. Contract Draft will be unavailable until a after the second PCAD board meeting in June.
- d.) **Board Secretary-Part Time Recording Secretary:** Though the description was approved at the previous meeting, additional modifications were requested by the board to add background checks and drug testing within the description. John Fritz recommended the rapporteur be Non-PCAD-EMS personnel. John Meehan and Nick Gerke suggested the job posting be made public.
- e.) **Oxygen Bids:** Tabled for future meeting. Still no successful contact with other options.
- f.) **Annual Bylaw Review:** John Fritz recommended a committee be created to update the Bylaws. John Meehan requested PCAD-Legal Council be involved in the Bylaw review.
- g.) **Hardship Policy:** Tabled for future meeting.
- h.) **Special Duty Officer Job Descriptions:** Tabled for future meeting.
- i.) **MOSWIN-Budget Approved Item:** No action by the board as item was already approved. Presentation only.

10. New Business

- a.) **May 29 Meeting at BRHC:** John Fritz, John Meehan and Mike Layton will be attending with Dr. Gustafson and Chief Dirck.

11.Adjournment: Motion by John Fritz, seconded by Mike Brown to adjourn. Motion carried (5-0) Greg Nehring Absent. The meeting adjourned at 7:51 p.m.

12.Next Meeting

The next Regular Meeting will be Tuesday, June 11, 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

28 MAY 2019

1. Building:
 - a. Mainline Fire Protection performed a required sprinkler test/inspection on the 22nd; no problems were noted.
 - b. Ramey Concrete Construction will begin work on parking lot soon; has been delayed due to severe weather / rainfall amounts. Ramey's will fully barricade lot as it will need some time to set properly.
2. Hiring & PRN to Full-time
 - a. C Shift Battalion Chief
 - b. Heath May PRN EMT to FTE
 - c. Wesley Pierce PRN EMT to FTE
 - d. Thomas Barker new PRN EMT
 - e. Megan Carson new PRN EMT
 - f. Kimberly Lee new PRN Paramedic
3. Operations:
 - a. A request for disaster assistance was granted to Cole County after the recent tornado. Crews were sent to Jefferson City and Eldon, with the last crew returning to base at 1pm Thursday. A total of three on-duty crews and one call-in crew were deployed.
4. Windsor:
 - a. Contract draft will not be available until the 2nd PCAD meeting in June.
 - b. One exterior door has been replaced; weather delaying repair of 2nd door.
5. EMS Week:
 - a. Despite the weather everything planned for EMS week went great. The Windsor Ambulance District Board provided pizza for PCAD staff on Monday; Bothwell's EMS Appreciation day was indeed appreciated after a long night of storms and tornado-related mutual aid; Dr. Hauan from Boone Hospital gave a great outreach presentation on ECGs, including follow-up information for STEMI patients. Other Boone Hospital staff also provided food and refreshments for the class, and finally, Roy Pennington and Adam Allee cooked burgers and hot dogs for the crews on Friday, which disappeared quickly.

Respectfully –

Chief Eric Dirck

28 MAY 2019 - - - E. Dirck