

**Pettis County Ambulance District
Meeting Minutes-Open**

July 23, 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.

PCAD Staff: Eric Dirck-Chief, Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Ryan Newsom-IT, Eric Meyers-Battalion Chief, Dr. David Gustafson-Medical Director.

Visitors: Nicole Cooke-Sedalia Democrat.

2. **Approve the Agenda**

Motion by Nick Gerke, seconded by John Fritz to approve the agenda. Motion carried (6-0).

3. **Approve the previous Open Meeting Minutes**

Motion by Mike Layton, seconded by John Fritz to approve the July 9, 2019 Open Board Meeting Minutes, motion carried (6-0).

4. **Visitors / Public Comments.** None made.

5. **CFO's Report:** Prepared by Jamie Luebbering-CFO. Checking Account Register as of July 17, 2019 with debits of \$404,681.13 and credits of \$187,527.91, leaving a balance of \$1,635,557.11. Supporting documents provided.

6. **Approval of Outstanding Bills:** Motion by John Fritz, seconded by Mike Brown to pay the bills as presented in the amount of \$87,423.72. Motion carried (6-0).

- a) PCAD Board Treasurer John Fritz presented an alternate CFO report format for Board Member usage.
- b) Due to an upcoming training event, CFO Luebbering requested that temporary credit line increases be granted on two attendee's PCAD Credit Devices from July 31, 2019 to August 8, 2019 for expected expenses coverage.

Motion by John Fritz, seconded by Nick Gerke to temporarily increase the credit lines as recommended, Motion carries (6-0).

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

8. **Medical Director Report:** Dr. Gustafson advised of the recent training with Sedalia Fire Department. Discussions with the Battalion Chief for the State Fair Fire Department also occurred in preparation of the upcoming fair. Dr. Gustafson also advised he will be absent from the August 13th meeting.

9. **Open Issues**

- a.) **Parking Lot-Repair Update:** This item was covered within the Chiefs Report. Still pending is one small area in need of repair.

- b.) **16th Street Property Update:** John Fritz advised the sign was built on the property to

advertise the sale. Fritz also advised Economic Development has marketed the property with two prospective purchasers, both have passed on the property.

- c.) **Roof Repair:** Some bids were obtained to replace the HQ roof. The issue will be tabled to allow for additional bids, of which the RFP will be posted in local media outlets.

10. New Business:

- a) **EMS Legal Services-** No action required

- 11. Closed Meeting Pursuant to RSMo. 610:021:** Motion by Nick Gerke, seconded by John Fritz to adjourn to Closed Session per RSMo. 610.021, Sections:

(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

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

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 7:25 p.m.

Open meeting reconvened at 8:00 p.m.

- 12. Adjournment:** Motion by Greg Nehring, seconded by Nick Gerke to adjourn. Motion carried (6-0).

The meeting adjourned at 8:00 p.m.

13. Next Meeting

The next Regular Meeting will be Tuesday, August 13, 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



Pettis County Ambulance District
EMS Chief Report

23 JULY 2019

1. Buildings:
 - a. HQ: Parking lot is now poured, useable, and looks great. The lot should be striped soon, weather permitting.
 - b. TT / Station 2: Original contractor has been contacted regarding some cap shingles that were blown off during the recent storms.
2. Vehicle accident / property information:
 - a. Still awaiting insurance estimates for the vehicle and equipment for the crashed ambulance. The board will be updated when new information becomes available.
3. Operations:
 - a. PCAD Administrative, Educational, and Command staff continues to meet with various Bothwell Administration and Management staff on a regular basis. As these meetings will continue to occur on a regular basis, I will only be reporting any significant issues to the board should any arise.
4. Education:
 - a. Research Medical Center / Grossman Burn Center provided some excellent outreach education to PCAD and SFD staff on Thursday.
 - b. Dr. Koch from Boone Hospital taught outreach stroke education on Friday.
5. Windsor:
 - a. There is no new information to report. The next Windsor board meeting is scheduled for August 19th.

Respectfully –

Eric Dirck
PCAD EMS Chief