

Pettis County Ambulance District
Meeting Minutes-Open

October 8, 2019

1. Mike Layton-Vice Chair 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, Roy Pennington-Assistant Chief, Justin Cross- Division Chief of Training, Ryan Newsom-IT, Eric Meyers-Battalion Chief and Seven PCAD Employees.

Visitors: Nicole Cooke-Sedalia Democrat.

2. Approve the Agenda

Motion by Nick Gerke, seconded by John Fritz to approve the agenda with two changes to the Closed Meeting Open Issues. Motion carried (6-0).

3. Approve the previous Open Meeting Minutes

Motion by Mike Brown, seconded by Nick Gerke to approve the September 24, 2019 Open Board Meeting Minutes, motion carried (6-0).

4. Visitors / Public Comments. No comments made.

5. Board Officer Vacancy: Vacant Chair position, was discussed and nominations were made as follows:

Motion by John Fritz, seconded by Greg Nehring to appoint Nick Gerke as acting PCAD Board Chair. Motion carried (6-0)

This nomination vacated the secretary position held by Nick Gerke.

Motion by Nick Gerke, seconded by John Fritz to appoint Mike Brown as acting PCAD Board Secretary. Motion carried (6-0).

6. CFO's Report: Prepared by Jamie Luebbering-CFO, presented by John Fritz-Treasurer. Checking Account Register as of October 3, 2019 with debits of \$152,963.48 and credits of \$176,103.26, leaving a balance of \$1,636,236.13. Supporting documents provided.

7. Approval of Outstanding Bills: Motion by Mike Layton, seconded by Mike Brown to pay the bills as presented in the amount of \$86,461.46. Motion carried (6-0).

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

9. Medical Director Report: Dr. Gustafson was absent

10. Open Issues

a.) **Resolution 2019-7:** Appointment of officers as designated in Item 5. Motion by John Fritz, seconded by Mike Brown, motion carried (6-0).

b.) **Resolution 2019-8:** Authorize signer of Bank Documents and Checks. Motion by Greg Nehring, seconded by John Fritz, motion carried (6-0).

- c.) **Resolution 2019-9:** Authorization to Open and Access Safety Deposit Box. Motion by Greg Nehring, seconded by John Fritz, motion carried (6-0).
- d.) **Resolution 2019-10:** Authorize viewer of Electronic Financial Accounts. Motion by John Fritz, seconded by Mike Layton, motion carried (6-0).
- e.) **GEMT Participation:** John Fritz advised the Board of potential revenue recovery, should PCAD opt to participate in the program. The Board discussed the risks vs. rewards of joining the program. Further information will be discussed at a future meeting, tabled at this time.
- f.) **Board Software & Devices:** Ryan Newsom-PCAD-IT, presented one software example and outlined the process should the Board be interested in moving away from paper and email to a complete electronic online system for Board Meeting planning, document retention and easy historical access. Newsom was advised to continue evaluating software for later discussion.

11. New Business: None.

12. A short recess was held prior to the planned closed meeting section.

13. Closed Meeting Pursuant to RSMo. 610:021: Motion by Greg Nehring, 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.*
- (2) *Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor.*
- (8) *Welfare cases of identifiable individuals.*
- (12) *Any documents related to a negotiated contract until a contract is executed.*
- (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 7:03 p.m.

Open meeting reconvened at 7:24 p.m.

14. Adjournment: Motion by Mike Brown, seconded by Greg Nehring to adjourn. Motion carried (6-0).

The meeting adjourned at 7:26 p.m.

15. Next Meeting

The next Regular Meeting will be Tuesday, October 22, 2019 at 6:00 p.m. at the PCAD Educational Building, 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

08 October 2019

1. Buildings:
 - a. 1/HQ: Roof repair in progress. As of 01 October it has been primed and sealed, and is awaiting the top coat.
 - b. 5/Windsor: Both garage doors have been installed in Windsor
 - c. Education Building: Fascia board trim purchased / awaiting installation.
2. Vehicles:
 - a. Unit replacement: We are working with AEV to review the replacement order specifications. No major changes are needed in the spec, so this should be a fairly quick process. Stretcher / loading system inspected & approved for install in replacement unit. AEV sent techs to uninstall load system and the unit was hauled away for good last Monday.
3. Operations:
 - a. Call volume for September (attached).
4. Staff: EMS staffing update (Pennington)
5. Education:
 - a. Educational requirements policy draft for review at next meeting if possible.

Respectfully –

Eric Dirck
PCAD EMS Chief

PCAD Mission Statement: "To promote the efficient delivery of high-performance pre-hospital emergency services and inter-facility transfers that remain responsive to the patients' medical needs. Our commitment is to the provision of professional and compassionate care while providing excellence in service."

Pettis County Ambulance District
CALL VOLUME REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2019
PETTIS 2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTALS
TRANSPORTS	422	369	457	412	453	456	432	454	453				3908
NON-TRANSPORTS	178	149	159	162	182	195	204	228	197				1654
TOTAL CALL VOLUME	600	518	616	574	635	651	636	682	650	0	0	0	5562
TRANSPORTS:													
TRANSFERS	105	101	144	131	131	145	138	145	117				1157
911	317	268	313	281	322	311	294	309	336				2751
TOTAL TRANSPORTS	422	369	457	412	453	456	432	454	453	0	0	0	3908
FLIGHTS (#INCLUDED IN 911 ABOVE)	1	1	2	2	1	2	2	1	3				15
NON-TRANSPORTS:													
CANCELLED	30	25	26	25	27	25	40	51	42				291
INVALID	19	17	18	14	13	23	16	24	23				167
REFUSED or NO CARE NEEDED	124	99	112	115	138	143	137	143	121				1132
STAND BY	5	8	3	8	4	4	11	10	11				64
TOTAL NON TRANSPORTS	178	149	159	162	182	195	204	228	197	0	0	0	1654
<i>2018 YTD total call volume as of 09/30: 5502</i>													
WINDSOR 2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTALS
TRANSPORTS	63	63	59	76	65	73	60	53	70				582
NON-TRANSPORTS	22	30	28	30	39	26	22	26	28				251
TOTAL CALL VOLUME	85	93	87	106	104	99	82	79	98	0	0	0	833
TRANSPORTS:													
TRANSFERS FROM BRHC	10	14	4	6	8	16	1	7	7				73
TRANSFERS FROM GVMH	10	6	13	13	9	6	8	11	6				82
911	43	43	42	57	48	51	51	35	57				427
TOTAL TRANSPORTS	63	63	59	76	65	73	60	53	70	0	0	0	582
FLIGHTS (#INCLUDED IN 911 ABOVE)	0	1	2	1	0	0	0	0	0				4
NON-TRANSPORTS:													
CANCELLED	4	5	7	4	5	4	2	6	4				41
INVALID	2	6	5	3	4	5	1	2	2				30
REFUSED or NO CARE NEEDED	16	18	14	23	28	14	19	18	17				167
STAND BY	0	1	2	0	2	3	0	0	5				13
TOTAL NON TRANSPORTS	22	30	28	30	39	26	22	26	28	0	0	0	251
<i>2018 YTD total call volume as of 09/30: 978</i>													