

Pettis County Ambulance District
Meeting Minutes-Open

December 10, 2019

1. Nick Gerke-Chair called the meeting to order at 6:00 p.m.

Attendance:

The meeting was held at 400 S. Kentucky Street, Sedalia Mo. 65301

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

PCAD Staff: Eric Dirck-EMS Chief, Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Ryan Newsom-IT, Florian Hammer-Battalion Chief, and three PCAD Employees.

Visitors: Nicole Cooke-Sedalia Democrat, Representatives of IBG, Pruitt Insurance, Bukaty and Mike Keith Insurance.

2. Approve the Agenda

Motion by John Fritz, seconded by Mike Brown to approve the agenda, after adding items 10 b (Set ALS & BLS Rates) and 10 c (Set next Meeting Date). Motion carried (5-0).

3. Approve the previous Open Meeting Minutes

Motion by John Meehan, seconded by Mike Brown to approve the November 26, 2019 Open Board Meeting Minutes, motion carried (5-0).

4. Visitors / Public Comments. No comments made.

5. CFO's Report: Presented by the CFO. Checking Account Register as of December 5, 2019 with debits of \$109,457.48 and credits of \$179,479.60, leaving a balance of \$1,682,414.76. Supporting documents provided.

6. Approval of Outstanding Bills: Motion by John Fritz, seconded by Mike Layton to pay the bills as presented in the amount of \$88,147.79. Motion carried (5-0).

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

8. Medical Director Report: Dr. Gustafson was absent

9. Open Issues

- a.) **GEMT Participation:** Motion by Mike Layton, seconded by John Fritz to participate in GEMT. Motion carried (5-0)
- b.) **Annual Insurance Renewal- Health:** The board heard presentations on Health Insurance Options for the district. Options will be evaluated by the CFO. Tabled for next meeting.
- c.) **Annual Insurance Renewal-Property & Casualty:** Mike Keith Insurance presented a comparison between two options for 2020 P&C coverage for \$102,807.00. Motion by John Fritz, seconded by John Meehan to continue with Allied World / Fire Plus coverage. Motion carried (5-0).
- d.) **Amend Educational Requirements Policy:** Presented by the Chief. Motion by John Meehan, second by John Fritz to approve the presented policy. Motion Carried (5-0).

- e.) **Windsor Ambulance District Discussion:** John Meehan asked questions about the previously approved Joint Powers Agreement with Windsor Ambulance District. All questions will be relayed to PCAD Legal Counsel.

10. New Business:

- a.) **Windsor Closing Date Notification:** Closing Details were provided, stating the buyer pays all closing costs. Chairman Gerke and Treasurer Fritz plan to attend the closing.
- b.) **Set ALS & BLS Rates:** Motion by John Fritz, seconded by Mike Layton to set the rates at: ALS II- \$1275, ALS I- \$975 and BLS- \$875. Motion Carried (5-0)
- c.) **Set Date for Next Meeting:** After discussion, the Board decided to schedule the next meeting for the 18th of December 2019 to start at 5pm and to include a work session.

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

12. Closed Meeting Pursuant to RSMo. 610:021: Motion by Mike Brown, 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.

(8) Welfare cases of identifiable individuals.

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment

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

Roll Call Vote: Brown-Yes, Fritz-Yes, Gerke-Yes, Layton-Yes, Meehan-Yes, Nehring-Absent. Motion carried (5-0). The meeting adjourned to Closed Session at 7:23 p.m.

Open meeting reconvened at 8:52 p.m.

13. Adjournment: Motion by John Meehan, seconded by Mike Brown to adjourn. Motion carried (5-0).

The meeting adjourned at 8:54 p.m.

14. Next Meeting

The next Regular Meeting will be Wednesday, December 18, 2019, 5:00 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

10 December 2019

1. Buildings: No issues to report.
2. Operations:
 - a. Operations are going well as we head into the colder months. Crews are encouraged to take precautions for winter weather conditions and maintaining good infection control procedures.
 - b. Call volume log (attached)**
3. Education: **See attached** (revised / formatted) **policy draft** regarding educational requirements for field staff.
4. Vehicles:
 - a. Unit 9 was backed into a bollard pole at a KC hospital. It received what appears to be moderate damage to the passenger rear corner and rear door. We are currently awaiting estimates for repair while the unit is out of service.
 - b. Unit 11 was involved in a deer strike receiving minor damage to the front bumper and grill, currently awaiting estimates as of this report. This unit is able to remain in service as the damage is minor.
 - c. Unit 5 (New Ambulance) is set to arrive in Columbia in January. Once prep and finish work are complete, we will receive delivery...estimate middle to end of January.
5. ADAM meeting
 - a. PCAD hosted the Ambulance District Association of Missouri ("ADAM") meeting last week. This was an extremely informative meeting which provided members updates on current and proposed legislative matters, as well as other legal, financial and reimbursement-related items.

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													
TRANSPORTS	422	369	457	412	453	456	432	454	453	431	417	456	4756
NON-TRANSPORTS	178	149	159	162	182	195	204	228	197	208	212	0	2074
TOTAL CALL VOLUME	600	518	616	574	635	651	636	682	650	639	629	0	6830
TRANSPORTS:													
TRANSFERS	105	101	144	131	131	145	138	145	117	125	104		1386
911	317	268	313	281	322	311	294	309	336	306	313		3370
TOTAL TRANSPORTS	422	369	457	412	453	456	432	454	453	431	417	0	4756
FLIGHTS (#INCLUDED IN 911 ABOVE)	1	1	2	2	1	2	2	1	3	0	4		19
NON-TRANSPORTS:													
CANCELLED	30	25	26	25	27	25	40	51	42	52	29		372
INVALID	19	17	18	14	13	23	16	24	23	11	29		207
REFUSED or NO CARE NEEDED	124	99	112	115	138	143	137	143	121	132	145		1409
STAND BY	5	8	3	8	4	4	11	10	11	13	9		86
TOTAL NON TRANSPORTS	178	149	159	162	182	195	204	228	197	208	212	0	2074
<i>2018 YTD total call volume as of 11/30: 6727</i>													
WINDSOR 2019													
TRANSPORTS	63	63	59	76	65	73	60	53	70	44	76		702
NON-TRANSPORTS	22	30	28	30	39	26	22	26	28	33	28		312
TOTAL CALL VOLUME	85	93	87	106	104	99	82	79	98	77	104	0	1014
TRANSPORTS:													
TRANSFERS FROM BRHC	10	14	4	6	8	16	1	7	7	4	6		83
TRANSFERS FROM GVMH	10	6	13	13	9	6	8	11	6	4	4		90
911	43	43	42	57	48	51	51	35	57	36	66		529
TOTAL TRANSPORTS	63	63	59	76	65	73	60	53	70	44	76	0	702
FLIGHTS (#INCLUDED IN 911 ABOVE)	0	1	2	1	0	0	0	0	0	0	2		6
NON-TRANSPORTS:													
CANCELLED	4	5	7	4	5	4	2	6	4	5	2		48
INVALID	2	6	5	3	4	5	1	2	2	4	6		40
REFUSED or NO CARE NEEDED	16	18	14	23	28	14	19	18	17	23	16		206
STAND BY	0	1	2	0	2	3	0	0	5	1	4		18
TOTAL NON TRANSPORTS	22	30	28	30	39	26	22	26	28	33	28	0	312
<i>2018 YTD total call volume as of 11/30: 1181</i>													

Purpose:

To provide guidelines for the continuing education program and to improve performance of EMS employees.

Draft Documents have been redacted



Draft Documents have been redacted

