



# Pettis County Ambulance District

## Regular Meeting Minutes

Meeting Type: Special Meeting  
Location: 400 S. Kentucky  
Sedalia, MO 65301  
Date: 06-09-2020  
Time: 6:00 P.M.

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 6:00 P.M.
  - a. **Roll Call-** Board Members Present: Mike Brown-Secretary, John Fritz-Treasurer, Nick Gerke-Chair, Mike Layton-Vice Chair, John Meehan, Board Elect Members- Mark Buckley and John Nail. PCAD Staff Present- Eric Dirck-EMS Chief, Ryan Newsom-IT.  
**By Video Conference:** Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Dr. David Gustafson- Medical Director
  - b. **Motion to approve the agenda:** Motion by Mike Brown to approve the agenda as presented, motion carried 5-0.
  - c. **Read the previous meeting minutes:** Secretary Brown read the previous meeting minutes.
- II. **Public Comments:** No comments submitted.
- III. **Reports of Officers**
  - a. **CFO Report:** CFO Luebbering provided her report on district activities to the board.
  - b. **Approve payment of Outstanding Bills:** Motion by John Fritz to approve payment of the outstanding bills in the amount of \$49,080.78, motion carried 5-0.
  - c. **EMS Chief Report:** EMS Chief Dirck provided his report on district activities to the board.
  - d. **Medical Director Report:** Dr. Gustafson was absent, no report provided.
- IV. **Reports of Committees**
  - a. **Strategic Planning Committee:** Chief Dirck advised a draft was in progress.
- V. **Unfinished Business:**
  - a. **Collections Bid Selection:** Motion by John Fritz to accept the bid presented by Bull City as recommended by the CFO, motion carried 5-0
- VI. **Election Results and Actions**
  - a. **Election Results:** Motion by John Meehan, to accept the election results as presented, motion carried 5-0. Roll Call Vote: Brown-Y, Fritz-Y, Gerke-Y, Layton-Y, Meehan-Y.
  - b. **Oath of Office:** New Board Members Mark Buckley and John Nail both read aloud and signed their Oath of Office, while witnessed by a Notary Public.
  - c. **Conflict of Interest Procedure:** Motion by John Fritz to accept the Ordinance as presented, motion carried 6-0. Roll Call Vote: Brown-Y, Buckley-Y, Fritz-Y, Gerke-Y, Meehan-Y, Nail-Y
  - d. **Board Officer Elections:**
    1. **Chair:** Motion by John Fritz to nominate Nick Gerke for Chair, motion carried 6-0.
    2. **Vice Chair:** Motion by John Fritz to nominate Mike Brown for Vice-Chair, motion carried 6-0.
    3. **Treasurer:** Motion by Mike Brown to nominate John Fritz for Treasurer, motion carried 6-0.
    4. **Secretary:** Motion by John Fritz to nominate John Nail for Secretary, motion carried 6-0.
    5. **Budget Officer:** Motion by John Fritz to nominate CFO Luebbering for Budget Officer, motion carried 6-0.
    6. **Custodian of Records:** Motion by John Fritz to nominate PCAD-IT Newsom for Custodian of Records, motion carried 6-0.
- VII. **Resolutions:**
  - a. **Authorize Officer to sign certain Bank Documents and Checks:** Motion by John Fritz to approve the resolution as presented, motion carried 6-0. Roll Call Vote: Brown-Y, Buckley-Y, Fritz-Y, Gerke-Y, Meehan-Y, Nail-Y
  - b. **Authorized Officers to view Electronic Bank Records:** Motion by John Fritz to approve the resolution as presented, motion carried 6-0. Roll Call Vote: Brown-Y, Buckley-Y, Fritz-Y, Gerke-Y, Meehan-Y, Nail-Y
  - c. **Authorized Officers to access Safety Deposit Box:** Motion by John Fritz to approve the resolution as presented, motion carried 6-0. Roll Call Vote: Brown-Y, Buckley-Y, Fritz-Y, Gerke-Y, Meehan-Y, Nail-Y

Submitted by Ryan Newsom-PCAD-IT  
Approved by PCAD Board Secretary: \_\_\_\_\_



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**VIII. New Business:**

- a. Chief Dirck advised that the Board Training required for New Board Members is not available currently due to the public health crisis. Chief Dirck will advise the Board when the training is available.

**IX. Announcements:** None

**X. Recess:** Meeting resumed at 6:57.

**XI. Closed Meeting pursuant to RSMo 610.021, Sections:**

Motion by John Fritz to enter a closed session pursuant to RSMo. 610.021

- (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*

**Roll Call Vote:** Brown-Y, Buckley-Y, Fritz-Y, Gerke-Y, Meehan-Y, Nail-Y, motion carried 6-0. Meeting adjourned to closed session at 6:58 P.M.

*Open Meeting resumed at 8:27 P.M.*

**XII. Adjournment:** Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 8:30 P.M.

The next regular meeting is scheduled for June 23, 2020 6:00 P.M. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.