



# Pettis County Ambulance District

## Regular Meeting Minutes

Meeting Type: Regular Meeting  
Location: 400 S. Kentucky  
Sedalia, MO 65301  
Date: 12-22-2020  
Time: 6:00 P.M.

- I. **Call to Order:** Meeting was called to order by Chair-Nick Gerke at 6:12 P.M.
- a. **Roll Call-** Board Members Present: Mike Brown-Vice-Chair, Mark Buckley, John Fritz-Treasurer, Nick Gerke-Chair, John Meehan, John Nail-Secretary. PCAD Staff Present- Eric Dirck-EMS Chief, Justin Cross-Division Chief of Training
- By Video Conference:** Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Ryan Newsom-IT
- Visitors:** PCAD Legal Counsel-Mike Kaemmerer
- b. **Motion to approve the agenda:** Motion by John Fritz to approve the Meeting Agenda after the addition of item 4. a. 1., motion carried 6-0.
- c. **Confirm the previous meeting minutes:** Secretary Nail confirmed the reading of the previous meeting minutes. Minutes approved with one correction to Item 5.b. (Voting result was incorrectly recorded as 5-0, corrected to 4-2.)
- II. **Closed Meeting Pursuant to RSMo 610.021**

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

*(9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups*

**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 6:15 P.M.

Open Session resumed at 7:10

- III. **Public Comment / Presentations**
- a. **Health Insurance Presentation, Recommendation and Decision:** Motion by John Fritz to approve the HRA/HSA option presented by Mike Keith Insurance, motion carried 6-0.
- b. **911 Joint Communications Director Presentation:** Two votes needed;
1. **Approval of Presented Budget:** Motion by John Fritz to approve the presented 911 Joint Communications Budget as presented, motion carried 6-0.
2. **Approval for Payroll Services:** Motion by John Meehan to approve the City of Sedalia to handle payroll services for 911 Joint Communications, motion carried 6-0.
- IV. **Reports of Officers**
- a. **EMS Chief Report:** EMS Chief Dirck presented his report to the Board.
1. **Ambulance Order:** Motion by John Fritz to approve the purchase of two Ambulances at a total cost of \$436,968.00, motion carried 5-1.
- b. **CFO Report:** CFO Luebbering presented her report.
- c. **Approve payment of Outstanding Bills:** Motion by John Fritz to approve payment of the outstanding bills in the amount of \$284,977.44, motion carried 6-0.
- d. **Medical Director Report:** Dr. Gustafson was absent.
- V. **Reports of Committees**
- a. **Strategic Planning Committee:** No current action

X

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John Nail  
Secretary



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### VI. Unfinished Business:

- a. **Elective Benefits Recommendation:** Motion by John Meehan to switch to Allstate as the elective benefits provider, motion carries 6-0.
- b. **Training Software:** Motion by John Fritz to approve the purchase of Training Software from Target Solutions, Motion carried 5-0.

### VII. New Business

- a. **Administrative Assistant Job Description, Duties and Estimate of Time:** Motion by John Fritz to approve the hiring of an Administrative Assistant, motion carried 6-0.
- b. **Resolution 2020-07: 2020 Budget Amendment:** Motion by John Fritz to approve Resolution 2020-07 as presented, motion carried 6-0.
- c. **2021 Budget:** Discussion Only
- d. **Resolution 2020-08: 2021 Budget Adoption:** Motion by John Fritz to approve the budget as presented, motion failed 3-3.  
Second motion by John Nail to approve the presented budget with the removal of proposed rental fees, motion carried 4-2.
- e. **Advanced Board Member Training and Meeting Attendance Policy (Informational):** Tabled for next meeting.
- f. **Digital Packets for Board Meeting:** Tabled for next meeting.

### VIII. Announcements: None

### IX. Adjournment: Motion by John Nail to adjourn the meeting, motion carried 6-0. Meeting was adjourned at 10.34 P.M.

The next regular meeting is scheduled for January 12, 2021 at 6:00 P.M. This meeting will be held at the PCAD Educational Building, 400 S. Kentucky St. Sedalia Mo. 65301.

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John Nail  
Secretary