

Board Minutes
Of the Pettis County Ambulance District
June 13, 2017

1. The meeting was called to order by Mike Layton, Vice-Chairman at 6:04 PM. The following Board Members were present: Allan Rohrbach, Mike Layton, Jim Bales and Les Harrell. Greg Nehring was absent. Also present were Eric Dirck Interim District Administrator, Dr. David Gustafson PCAD Medical Director, John Fluty PCAD Shift Supervisor, Ryan Newsom PCAD IT and Flo Hammer PCAD Paramedic. Stan Davis and Nicole Cooke Sedalia Democrat were also present.
2. **Visitors.** No comments from visitors.
3. **June 13, 2017 Open and Closed Board Meeting Minutes.** Les Harrell made and Jim Bales seconded a motion to approve the June 13, 2017 Open and Closed Meeting Board Minutes as presented. Motion carried (4-0).
4. **Treasurer's Report.** Jim Bales presented the Treasurer Report for June 27, 2017. Bales presented a list of checks to be approved (Check no. 10053 to 10080). The total amount of bills paid by checks and liability checks was \$139,850.48. Allan Rohrbach made and Mike Layton seconded a motion to pay the bills as presented. Motion carried (4-0). Bales corrected the total bills paid by checks and liability checks for the last meeting to \$422,984.93. This change was due to scheduled payments that had to be made on a specific date by suppliers.
5. **Administrator Report.** Eric Dirck gave a report on district activities since the last Board meeting. Dirck reported that Pettis County had made 3,408 runs and Windsor 600 run from January 1, 2017 to June 27, 2017. The Administrator's Report is attached.
6. **Medical Director Report.** Dr. David Gustafson reported he did some ride a longs today in the PCAD and everything seem to be running smoothly in the field. Gustafson reported that Bothwell Hospital has an orthopedic doctor that would be available during the State Fair.
7. **Employee Handbook.** Allan Rohrbach made and Les Harrell seconded a motion to approve the PCAD Employee Handbook. Roll Call Vote: M. Layton-yes, J. Bales-yes, A. Rohrbach-yes and Les Harrell-yes. Motion carried (4-0).
8. **New Copier for Run Reports at the Headquarters Building.** Jim Bales made and Mike Layton seconded a motion to purchase a Samsung 5935 Multifunctional Copier from Office Business Equipment at a price of \$1,278.00 after trade in of the old printer. Motion carried (4-0).
9. **Ambulance Service Inspection Book.** Eric Dirck explained the function and purpose of the document. The PCAD will be due for an inspection sometime next year. Dirck and the command staff will be updating the book in the next few months getting ready for next year's inspection.
10. **Financial Officer Update.** The Board discussed options for filling this position. No action taken.
11. **New Business.** None
12. **Closed Meeting.** Les Harrell made and Jim Bales seconded a motion to go into closed session per RSMo Section 620.21 (1) Legal action. Roll call vote: Bales-yes, Rohrbach-yes, Harrell-yes and Layton yes. Motion carried (4-0). The meeting adjourned to closed session at 6:35 PM.
13. The open meeting reconvened at 7:07 PM.
14. The next Regular Meeting will be Tuesday, July 11, 2017 at 6:00 PM. The meeting will be held at the PCAD Educational Building at Fourth and Kentucky, Sedalia, Missouri.

15. **Adjournment.** Allan Rohrbach made and Mike Layton seconded a motion to adjourn. Motion carried (4-0). The meeting adjourned at 7:09 PM.

Respectfully submitted,

Allan E. Rohrbach, Secretary

Approved _____

Greg Nehring-Chairman