

**Board Minutes**  
**Of the Pettis County Ambulance District**  
**April 25, 2017**

1. The meeting was called to order by Greg Nehring, Chairman at 6:00 PM. The following Board Members were present: Allan Rohrbach, Les Harrell, Mike Layton, Greg Nehring, and Jim Bales. Also present were Eric Dirck Interim District Administrator, John Fluty PCAD Shift Supervisor, Emily Jarrett PCAD Public Relations, and Ryan Newsom PCAD IT. Burton Cook and Stan Davis were also present.
2. **Visitors.** Burton Cook addressed the Board. Cook expressed concern over the recent events in the PCAD.
3. **April 25, 2017 Board and Closed Meeting Minutes.** Les Harrell made and Mike Layton seconded a motion to approve the April 25, 2017 Board and Closed Meeting Minutes as presented. Motion carried (5-0).
4. **Treasurer's Report.** Jim Bales presented the Treasurer Report for May 9, 2017. Bales presented a list checks to be paid (Check no. 4043 and 4050 to 4077. Total bills paid by checks and liability check totaling \$293,502.13. Allan Rohrbach made and Les Harrell seconded a motion to pay the bills as presented. Motion carried (5-0).
5. **Administrator Report.** Eric Dirck gave a report on district activities since the last Board meeting. Dirck reported 2,398 runs for Pettis County and 383 runs for the Windsor Station from January 1, 2017 to April 30, 2017. Dirck also gave the Board maintenance information for all PCAD vehicles and an updated bid for ARV Ambulances. Dirck also reminded the Board that the Chevy Tahoe ordered in March will be delivered this week. Dirck also showed the new service patch for the PCAD. The new patch will eliminate the need for the 8-10 different patches that have been used in the past. The Administrator's Report is attached.
6. **Ambulance and Equipment Purchases.** Allan Rohrbach made and Mike Layton seconded a motion to purchase one ambulance at a cost of \$189,420.00 and equipment for one ambulance at a cost of \$82,000.00 to be delivered in 120 to 180 days from American Response Vehicles and plan to purchase one more unit after the first unit is deliver to the District. Motion carried (5-0).
7. **Approve a Process to Appoint a New Board Representative for District 1.** It was decided to place an ad in the Sedalia Democrat and on the PCAD Website to advertise for candidates. Candidates would have to meet all requirement required by Missouri State Statues and fill out an informational form that Eric Dirck and Allan Rohrbach would design.
8. **Approve Job Description for a Chief Financial Officer.** Eric Dirck presented a Job Description for the CFO. Jim Bales made and Mike Layton seconded a motion approve the job description as presented. Motion carried (5-0). Eric Dirck will contact a search firm to get the process started of hiring a CFO for the District.
9. **Closed Meeting.** Allan Rohrbach made and Les Harrell seconded a motion to go into closed session per RSMo Section 620.21 (1) & (3) Legal action and Hiring, firing, disciplining of particular employees. Roll call vote: Nehring-yes, Bales-yes, Rohrbach-yes, Harrell-yes, and Layton yes. Motion carried (5-0). The meeting adjourned to closed session at 6:49 PM.
10. The open meeting reconvened at 8:14 PM.
11. The next Regular Meeting will be Tuesday, May 23, 2017 at 6:00 PM. The meeting will be held at the PCAD Educational Building at Fourth and Kentucky, Sedalia, Missouri.

12. **Adjournment.** Allan Rohrbach made and Mike Layton seconded a motion to adjourn. Motion carried (5-0). The meeting adjourned at 8:15 PM.

Respectfully submitted,

Allan E. Rohrbach, Secretary

Approved \_\_\_\_\_

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Greg Nehring-Chairman