

**Board Minutes**  
**Of the Pettis County Ambulance District**  
**February 13, 2018**

1. The meeting was called to order by Greg Nehring Chairman at 6:00 PM. The following Board Members were present: Allan Rohrbach, Nicholas Gerke, Jim Bales, Mike Layton, Greg Nehring and Les Harrell. Also present were Eric Dirck PCAD EMS Chief, Jamie Luebbering PCAD CFO, Ryan Newsom PCAD IT, Roy Pennington PCAD EMS Assistant Chief, Matt Boatright of Central Bank of Sedalia and Mark McDonald.
2. **Visitors.** No comments from visitors.
3. **Ambulance Financing for Two Ambulances to be Delivered 2/15/18.** Matt Boatright, from Central Bank of Sedalia presented a proposal to finance the two ambulances. A Municipal Finance Quote from REV was also considered. Greg Nehring made and Mike Layton seconded a motion to secure financing from Central Bank of Sedalia. Motion carried (6-0)
4. **January 23, 2018 Open and Closed Meeting Minutes.** Les Harrell made and Mike Layton seconded a motion to approve the January 23, 2018 Open and Closed Meeting Minutes as presented. Motion carried (6-0).
5. **Treasurer's Report.** Jamie Luebbering PCAD CFO presented the Checking Account Register for 1/24/18 to 2/13/18 with debits of \$376,130.63 and credits of \$272,411.94 leaving a balance of \$848,153.45. The PCAD bills were presented and reviewed on bill.com by the Greg Nehring, Mike Layton, and Jim Bales. Luebbering also presented a Summary Collection Report from NBC for the month of January. Allan Rohrbach made and Les Harrell seconded a motion to pay the bills as presented. Motion carried (6-0).
6. **EMS Chief's Report.** Eric Dirck gave a report on district activities since the last Board meeting. Dirck reported 909 runs for the PCAD and 164 runs for the WAD since January 1, 2018. He also reported that Handbook revisions should be available for the next Board Meeting. The 1999 Ford Ambulance has sold for \$9,000.00 on Govdeal.com. The new owner will pick up the ambulance on 2/14/18. One employee fell on the ice while spreading ice melt. S. Jordan and J. Peraud are near completion of their Paramedic Classes. Dirck also presented the 2017 Incident Statistics for the PCAD.
7. **Medical Director Report.** No report given-Dr. David Gustafson was absent.
8. **PCAD EMT Classes.** PCAD Division Chief of Training, Justin Cross would like to conduct an EMT Class to start April 2, 2018 with a limit of 15 students. Mike Layton made and Les Harrell seconded a motion approve the EMT Class. Motion carried (6-0).
9. **Sale of Surplus Manual Cots.** Allan Rohrbach made and Mike Layton seconded a motion to authorize Eric Dirck to sell six manual cots that are surplus do to the purchase of power cots. Motion carried (6-0).
10. **Accounts Payable Credit Card.** Jamie Luebbering explained the advantages of having an accounts payable card. This card would be used to pay the monthly reoccurring bill of the district. The card would pay a rebate, based on the amounts charged on the card to the PCAD. Allan Rohrbach made and Mike Layton seconded a motion to approve the accounts payable card for the PCAD. Motion carried (6-0).
11. **Bylaw Revision.** Due to the change of the command structure and changes in the employee handbook the Bylaws need a major revision. Jamie Luebbering presented the set of Bylaws for the Board to consider. Frank Foster and Allan Rohrbach reviewed the proposed Bylaws and suggested some changes. The Board reviewed the proposed Bylaws and suggested some changes. Luebbering and Rohrbach will make changes and bring the proposed Bylaws back to the February 27th Board meeting for consideration.

12. **New Business.** None.
13. **Closed Meeting.** Allan Rohrbach made and Mike Layton seconded a motion to go into Closed Session per RSMo Section 610.021 (1) Legal Action. Roll Call Vote: Bales-yes, Rohrbach-yes, Harrell-yes, Layton-yes, Nehring-yes and Gerke-yes. Motion carried (6-0). The Meeting Adjourned to Closed Session at 7:00 PM.
14. The meeting reconvened at 8:00 PM.
15. The next Regular Meeting will be Tuesday, February 27, 2018 at 6:00 PM. The meeting will be held at the PCAD Educational Building at Fourth and Kentucky, Sedalia, Missouri.
16. **Adjournment.** Les Harrell made and Jim Bales seconded a motion to adjourn. Motion carried (6-0). The meeting adjourned at 8:01 PM.

Respectfully submitted,

Allan E. Rohrbach, Secretary

Approved \_\_\_\_\_

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Greg Nehring-Chairman