

**Board Minutes**  
**Of the Pettis County Ambulance District**  
**February 27, 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, Mike Layton, Greg Nehring and Les Harrell. Jim Bales was absent. Also present were Eric Dirck PCAD EMS Chief, Jamie Luebbering PCAD CFO, Dr. David Gustafson PCAD Medical Director, Ryan Newsom PCAD IT, Roy Pennington PCAD EMS Assistant Chief, John Fluty PCAD Battalion Chief, and Justin Cross PCAD Division Chief of Training. Brendan Hurley from IBG, Paul Barbie from Mike Keith Insurance and Nicole Cooke from the Sedalia Democrat were also present.
2. **Visitors.** No comments from visitors.
3. **February 13, 2018 Open and Closed Meeting Minutes.** Mike Layton made and Les Harrell seconded a motion to approve the February 13, 2018 Open and Closed Meeting Minutes as presented. Motion carried (5-0).
4. **Treasurer's Report.** Jamie Luebbering PCAD CFO presented the Checking Account Register for 2/14/18 to 2/27/18 with debits of \$264,885.75 and credits of \$234,327.47 leaving a balance of \$876,594.13. The PCAD bills were presented, reviewed and will be approved on bill.com by two of the following Greg Nehring, Mike Layton, and Jim Bales. Luebbering also presented a Balance Sheet, a Profit & Loss and a Budget Performance for the month of January. Allan Rohrbach made and Greg Nehring seconded a motion to pay the bills as presented. Motion carried (5-0).
5. **EMS Chief's Report.** Eric Dirck gave a report on district activities since the last Board meeting. Dirck reported 1,184 runs for the PCAD and 212 runs for the WAD since January 1, 2018. Dirck will be advertising for bids for lawn care. He also explained the updated request for records form. Roy Pennington PCAD Assistant EMS Chief reported that the new unit 10 is currently on the road. Unit 11 is mostly stocked and could be ready if needed. Pennington also reported that all supplies will be distributed from Central Supply located at the Headquarters Building. Pennington also reported that Dirck and he have been working on the online part of the Ambulance Service Manager class and will be attending classes in Kansas City the first week of March. The Chief's Report is attached.
6. **Medical Director Report.** Dr. Gustafson spoke about the issue of patient choice in cases of the state-wide stroke protocol. While EMS is required to take patients to the closest stroke center, the patient has the right to refuse this destination and be transported to the hospital of their choice. It is PCAD's practice to obtain a written AMA (Against Medical Advice) form for any such patient, as non-stroke centers will likely have to transfer the patient out to an appropriate facility. Chief Dirck asked Dr. Gustafson about a specific case where the receiving physician at a non-stroke center complained to PCAD crews about bringing a possible stroke patient into that particular facility. Dr. Gustafson assured the Board of Directors that the PCAD crew acted appropriately per State guidelines and were legally correct in their actions.
7. **Employee Handbook Revision.** Eric Dirck explained the proposed Handbook revisions. Allan Rohrbach made and Mike Layton seconded a motion to approve the changes to Sections 1.1, 1.4, 4.2, 4.3, 7.3 and 9.9. Motion carried (5-0). (See attached revised sections of the Employee Handbook.)
8. **Workman's Comp. Insurance Bids.** Paul Barbie from Mike Keith Insurance explained the two bids presented for consideration. (Missouri Employers Mutual \$190,804.00 and Missouri Rural Services Worker's Compensation Insurance Trust \$155,630.00) Brendan Hurley from Insurance Benefits Group explained the bid presented for consideration. ( Berkshire Hathaway Home State Company \$154,332.00) Greg Nehring made and Mike Layton seconded a motion to award

the workman's comp. insurance coverage to Berkshire Hathaway Home State Company at a cost of \$154,332.00. Motion carried (5-0). (Bids are attached.)

9. **Bylaw Revision.** Jamie Luebbering presented the set of Bylaws containing the changes suggested at the February 13, 2018 Board meeting. The Board reviewed the proposed Bylaws. Luebbering and Allan Rohrbach will finalize the proposed Bylaws and bring the proposed Bylaws back to the March 13, 2018 Board meeting for consideration.
10. **New Business.** Eric Dirck would like to sell the MARC Disaster Trailer and buy a smaller trailer that could be pulled by a smaller pickup. MARC has approved the sale but would like to have an inventory of the contents of smaller trailer in case of a disaster. The Board approved by general consent the sale of the trailer on Govdeas.com.
11. **Closed Meeting.** Allan Rohrbach made and Greg Nehring seconded a motion to go into Closed Session per RSMo Section 610.021 (1) Legal Action. Roll Call Vote: Rohrbach-yes, Harrell-yes, Layton-yes, Nehring-yes and Gerke-yes. Motion carried (5-0). The Meeting Adjourned to Closed Session at 7:03 PM.
12. The meeting reconvened at 7:15 PM.
13. The next Regular Meeting will be Tuesday, March 13, 2018 at 6:00 PM. The meeting will be held at the PCAD Educational Building at Fourth and Kentucky, Sedalia, Missouri.
14. **Adjournment.** Allan Rohrbach made and Mike Layton seconded a motion to adjourn. Motion carried (5-0). The meeting adjourned at 7:16 PM.

Respectfully submitted,

Allan E. Rohrbach, Secretary

Approved \_\_\_\_\_

\_\_\_\_\_  
Greg Nehring-Chairman