

# **Pettis County Ambulance District Open Meeting Minutes**

November 13, 2018

**1. The meeting was called to order by Mike Layton-Vice Chairman at 6:00 PM.**

**Attendance:**

Board Members: Mike Brown, Nick Gerke, Les Harrell, Mike Layton, John Meehan, Greg Nehring-Absent

PCAD Staff: Eric Dirck-Chief, Jamie Luebbering-CFO, Roy Pennington- Assistant Chief, Ryan Newsom-IT, Dr. David Gustafson-Medical Director, John Fluty-Battalion Chief and four additional PCAD-EMS Crew Members

Visitors: Nicole Cook-Sedalia Democrat, Sandy Gustafson

**2. Approve the Agenda**

Mike Layton made, Les Harrell seconded a motion to approve the agenda as presented. Motion carried (5-0) Greg Nehring absent.

**3. Approve the October 23, 2018 Open and Closed Meeting Minutes**

Les Harrell made, Mike Brown seconded a motion to approve the October 23, 2018 Meeting Minutes as presented, motion carried (5-0) Greg Nehring absent.

**4. Visitors / Public Comments.** No public comments were made.

**5. Treasurer's Report:** Presented by Jamie Luebbering-CFO. Checking Account Register as of November 13, 2018 with debits of \$386,406.96, and credits of \$200,497.92, leaving a balance of \$1,430,771.75. Supporting Documents Provided. Nick Gerke made, John Meehan seconded a motion to pay the bills as presented, motion carried (5-0) Greg Nehring Absent.

**6. EMS Chief's Report:** EMS Chief Dirck provided a report on district activities. See attached. In addition to the attached Chief's Report the board was advised that Aerial Marking Devices for the power lines at Station 2 are expected to be installed soon.

**7. Medical Director Report-**Dr. Gustafson reported on the local MDA 5k and of an incident occurring during that event. Dr. Gustafson advised of upcoming PEDI-Sim training that PCAD Staff will be participating in. It was reported that the training is difficult, has a long waiting period to get set up and advised PCAD is very lucky to be able to participate. Dr. Gustafson also advised one of the PCAD EMT-B's has completed her training to become a Paramedic and will be testing soon.

**8. Open Issues**

- a.) **Annual Audit Sealed Bids-Opening Bids:** Two bids were submitted, one from Wilson Toellner LLC. and one from CHB. Both bids were viewed by the board and will be evaluated by CFO Luebbering. Results of the evaluation and recommendations will be presented at the next board meeting on November 27<sup>th</sup>, 2018.
- b.) **Resolution 2018-33:** John Meehan made, Nick Gerke seconded a motion to approve Resolution 2018-33 as presented. Motion Carried (5-0) Greg Nehring Absent.

**9. Closed Meeting Pursuant to RSMo. 610.021**

Mike Layton made, Nick Gerke seconded a motion to adjourn to closed session per RSMo 610.021 Section (8) Welfare cases of identifiable individuals and Section, (13) Individually identifiable Personnel Records, (14) Records which are protected from disclosure by law. Roll Call Vote: Brown-yes, Gerke-yes, Harrell-Absent, Layton-yes, Meehan-yes, Nehring-Yes. The meeting adjourned to Closed Session at 6:35 PM.

**Open meeting reconvened at 7:49 PM**

**10. Adjournment:** Mike Brown made, Nick Gerke seconded a motion to adjourn. Motion carried (5-0) Greg Nehring Absent. The meeting adjourned at 7:50 PM.

**11. Next Meeting**

The next Regular Meeting will be Tuesday, November 27th, 2018 at 6:00 PM. The meeting will be held at the PCAD Educational Building at 400 S Kentucky Street, Sedalia, Missouri.

**Minutes submitted by:** Ryan Newsom-PCAD-IT / Board Rapporteur / Archivist

**Minutes approved by:**

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PCAD Board Member



Pettis County Ambulance District  
EMS Chief Report

**13 November 2018**

EMS Chief's Report

1. October Vehicle Maintenance report (attached)
2. October call volume information (attached)
3. ARV update: Units on track for delivery early-to-mid February.
4. Training
  - a. Coordinating a mobile pediatric "sim lab" with MU. This would bring a high-tech computerized, lifelike manikin to PCAD providers for scenario-based training.
  - b. Health Dept. exercise:
    - i. Pettis Co. Health Department conducting exercise evaluating medication distribution in our area following a hypothetical outbreak of disease centered around the Missouri State Fair. Exercise is occurring today / tomorrow, with multiple local health agencies participating.
5. Operations:
  - a. No major problems or operational issues to report.
  - b. Peak days/hours report attached (Oct '17 thru Oct '18)
  - c. Command staff from PCAD and the Sedalia Fire Department have been meeting regularly with Nucor Steel's Environmental Health and Safety Supervisor, Aaron Rowland, during the construction phase of the Sedalia plant. We wish to thank Mr. Rowland & Nucor Steel for their excellent proactive work keeping emergency services up to date with any safety concerns.
6. Building Maintenance:
  - a. Snow blower bid attached.
  - b. Deck / ramp at Education building treated w/ stain / sealer.
7. DMAT request update – see attached request
8. Missouri Ethics Commission filing documents (distributed to board)
9. PCAD disaster trailer was sold on govdeals.com for \$6,675 – buyer to pick up tomorrow.

Respectfully,

A handwritten signature in black ink, appearing to read "Eric W. Dirck".

Eric W. Dirck



Pettis County Ambulance District  
EMS Chief Report

Command 1: No scheduled maintenance.

Command 1, drove 1528 miles with a fuel usage of 177.102 gals cost of fuel \$489.58

Command 3: No scheduled maintenance.

Command 3, drove 460 miles with a fuel usage of 50.286 gals cost of fuel \$129.36

Unit 1: No scheduled maintenance.

Unit 1 drove 1045 miles with a fuel usage of 147.968 gals cost of fuel \$387.29

Unit 2: Unit 2 underwent a full engine replacement. Total cost \$9409.78

Unit 2, drove 1,859 miles with a fuel usage of 308.142 gals cost of fuel \$785.87

Unit 3: Reported a vibration in the front end, tire replacement performed, oil lube and filter, cooling system flushed.

Total cost \$781.78

Unit 3, drove 3,142 miles with a fuel usage of 237.499 gals cost of fuel \$752.46

Unit 4: No scheduled maintenance.

Unit 4, drove 3,985 miles with a fuel usage of 288.042 gals cost of fuel \$911.23

Unit 5: Right outer dual tire replacement.

Total cost \$239.22

Unit 5, drove 1,206 miles with a fuel usage of 165.055 gals cost of fuel \$440.37

Unit 6: No scheduled maintenance.

Unit 6, drove 2,358 miles with a fuel usage of 352.818 gals cost of fuel \$933.26

Unit 7: No scheduled maintenance.

Unit 7, drove 3,131 miles with a fuel usage of 500.692 gals cost of fuel \$1,301.33

Unit 8: No scheduled maintenance.

Unit 8, drove 3,331 miles, with a fuel usage of 265.216 gals cost of fuel \$686.84

Unit 9: No scheduled maintenance.

Unit 9, drove 4,300 miles, with a fuel usage of 332.465 gals cost of fuel \$865.81

Unit 10: Reported to have a broken tire chain, bracket replaced and oil lube and filter performed.

Total cost \$386.33

Unit 10, drove 1,842 miles, with a fuel usage of 331.488 gals cost of fuel \$867.64

Unit 11: Oil lube and filter, installed interlock device.

Total cost \$96.99

Unit 11 drove 3,366 miles, with a fuel usage of 512.186 gals cost of fuel \$1,330.06



Pettis County Ambulance District  
EMS Chief Report

900: No scheduled maintenance.

900 drove 1,150 miles, with a fuel usage of 84.338 gals cost of fuel \$215.97

Total cost of ambulance repair for September 2018

\$10,914.01

Total cost of fuel usage for ambulances

\$9,262.16

Command vehicle fuel usage

\$834.91

Vehicle report total \$21,011.08