

Pettis County Ambulance District Meeting Minutes

January 22nd, 2019

1. The meeting was called to order by Mike Layton-Vice-Chairman at 4:00 p.m.

Attendance:

Board Members: Mike Brown, John Fritz, Nick Gerke, Mike Layton, John Meehan, Greg Nehring-Absent.

PCAD Staff: Eric Dirck-EMS Chief, Jamie Luebbering-CFO, Roy Pennington-Assistant Chief, Ryan Newsom-IT, Justin Cross-Division Chief of Training, Dr. David Gustafson

Visitors: Nicole Cooke-Sedalia Democrat, Sandy Gustafson.

2. Approve the Agenda

Nick Gerke made, Mike Brown seconded a motion to approve the agenda as presented. Motion carried (5-0) Greg Nehring Absent.

3. Sample Ballot Approval

Nick Gerke made, John Meehan seconded a motion to approve the April 2019 Board Election sample ballot as presented. Motion carried (5-0) Greg Nehring Absent. Sample ballot was provided to the Pettis County Clerk during the meeting.

4. Approve the January 10th, 2019 Board Meeting Minutes

Nick Gerke made, John Fritz seconded a motion to approve the January 10, 2019 Board Meeting Minutes as presented, motion carried (5-0) Greg Nehring Absent.

5. Visitors / Public Comments. No public comments.

6. Treasurer's Report: Presented by Jamie Luebbering-CFO. Checking Account Register as of January 22, 2019 with debits of \$97,186.73, and credits of \$338,138.34, leaving a balance of \$1,059,254.29. Supporting Documents Provided. Nick Gerke made, John Fritz seconded a motion to pay the bills as presented. Motion carried (5-0) Greg Nehring Absent.

7. EMS Chief's Report: EMS Chief Dirck provided a report on district activities. See attached.

8. Medical Director Report

Dr. Gustafson reported on alternative transport methods and alternative resources for the care of patients with Behavioral Issues requiring medical care. Dr. Gustafson praised the PCAD Crews for the proper usage of the narrative to describe justification whenever interventional services are provided to patients.

9. Open Issues

- a.) John Meehan advised per the Collectors Office, no refund will be provided from the property tax paid during the purchase of the Building located at 210 W. 4th Street.

10. New Issues

- a.) The board requested early delivery of board meeting packets, to be mailed the Thursday preceding a Board Meeting.
- b.) John Meehan made, John Fritz seconded a motion to provide notice (as per contract terms) to

the Windsor Ambulance District Board of the termination of the services contract for the Windsor Ambulance District. A new contract will need to be provided to continue services.

- c.) John Meehan made, John Fritz seconded a motion to submit a Request for Proposal to Real Estate Agencies for potential sales of a portion of the property located at 16th Street owned by PCAD. Motion Carried (5-0) Greg Nehring Absent.
- d.) Nick Gerke advised the district should set a goal for the reserve amount of funds instead of a statute, so the reserve may be used for large projects in lieu of financing as has been done in the past.
- e.) John Fritz requested that PCAD investigate stickers to be affixed to PCAD Units in order to celebrate the bicentennial of the State of Missouri.

11. Closed Meeting Pursuant to RSMo. 610.021

John Fritz made, John Meehan seconded a motion to adjourn to closed session per RSMo 610.021 Section (8) Welfare cases of identifiable individuals, Section (12) Any documents related to a negotiated contract until a contract is executed, and Section (14) Records which are protected from disclosure by law.

Roll Call Vote: Brown-Yes, Fritz-Yes, Gerke-Yes, Layton-Yes, Meehan-Yes, Nehring-Absent. Motion carried (5-0). The meeting adjourned to Closed Session at 5:47 PM.

12. Open Meeting Reconvened at 6:36 p.m.

13. Adjournment: Nick Gerke made, John Fritz seconded a motion to adjourn. Motion carried (5-0) Greg Nehring Absent. The meeting adjourned at 6:37 p.m.

14. Next Meeting

The next Regular Meeting will be Tuesday, February 12th, 2019 at 6:00 p.m. 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:

PCAD Board Member



Pettis County Ambulance District
EMS Chief Report

22 January 2019

1. Operations are running smoothly (no thanks to mother nature) with no major incidents.
 - a. The recent weather affected operations in terms of delayed response and transport times, but the crews did an excellent job of maintaining operations while exercising excellent safety practices.
 - b. Crews used the newly purchased snow blowers to maintain walks and driveways during the recent weather without incident.
 - c. Unit 6 became stuck in the snow en route to a call during the recent heavy snowfall. This required a second unit to respond; our BC unit (Command 1) was able to reach the residence and transfer the patient to the second unit. The stuck unit was eventually able to pull out of the snow without tow services. The call was otherwise completed without incident, and there were no ill effects to the patient despite extended response and scene times.
2. Personnel: After an extensive review of many qualified applicants, Paramedic Eric Meyers has been chosen to fill the open A shift Captain position. Eric has been at PCAD since April of 2017 and brings previous supervisory and command staff experience with him.
3. Buildings:
 - a. Frequent overhead door spring issues at HQ: We have ordered extra springs for the overhead doors at station 1 (HQ). These springs break frequently (2 most frequently used doors ~1x/year) and require custom sizing which necessitates extended down time for the door; Recommend the district install heavier duty overhead door springs / motors in any future projects; possibly look at upgrading 2 westernmost door openers and springs on south side of bay. Current openers are light duty and only suited for 4 uses in 20 minutes or 5-10 uses per hour.
 - b. Bulk salt (ice-melt) was purchased and is now being stored in large barrels at each station. This will be much more economical than individual bags.
 - c. BIDS:
 - i. Parking lot: need to approve advertising for bid requests to improve parking lot.
 - ii. Mowing: TT and 16th Street properties. PCAD staff will maintain Education Building and Windsor Station.
4. Windsor:
 - a. The Windsor Board of Directors meeting on 15 January 2019 was attended by PCAD Board members Mike Layton, Nick Gerke and John Fritz.
 - b. Windsor is currently working on their 2019 budget so no payments were made or scheduled at this time. Information regarding current interest amount was requested and provided by CFO Jamie Luebbering.
 - c. The Windsor board continues to work on getting information to voters for their April ballot issue.
5. 2018 call statistics (attached). Statistics compiled from 2018 data illustrating our operations and our community's use of EMS are attached. Additional statistical information regarding geographic response information is currently being compiled.

Respectfully,

Eric W. Dirck

22 January 2019 - - - E. Dirck

Pettis County Ambulance District

CALL VOLUME REPORT

	2018												
PETTIS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTALS
TRANSPORTS	458	455	437	454	451	439	406	432	402	443	410	412	5199
NON-TRANSPORTS	153	154	166	189	188	165	163	212	175	189	193	173	2120
TOTAL CALL VOLUME	611	609	603	643	639	604	569	644	577	632	603	585	7319
<i>TRANSPORTS:</i>													
TRANSFERS	126	127	130	143	141	101	109	110	112	115	115	109	1438
911	332	328	307	311	310	338	297	322	290	328	295	303	3761
TOTAL TRANSPORTS	458	455	437	454	451	439	406	432	402	443	410	412	5199
FLIGHTS (# INCLUDED IN 911 ABOVE)		6	4	6	7	4	4	1		1	1	1	35
<i>NON-TRANSPORTS:</i>													
CANCELLED	36	29	34	30	36	30	20	36	19	26	29	25	350
INVALID	11	21	12	14	21	19	25	22	15	15	17	11	203
REFUSED or NO CARE NEEDED	101	95	116	140	129	114	113	149	134	132	139	131	1493
STAND BY	5	9	4	5	2	2	5	5	7	16	8	6	74
TOTAL NON TRANSPORTS	153	154	166	189	188	165	163	212	175	189	193	173	2120
													2017 YTD total call volume as of 12/31: 7153
2018													
WINDSOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTALS
TRANSPORTS	90	73	82	67	75	86	69	80	85	79	59	57	902
NON-TRANSPORTS	28	29	29	33	27	31	36	30	27	34	29	23	356
TOTAL CALL VOLUME	118	102	111	100	102	117	105	110	112	113	88	80	1258
<i>TRANSPORTS:</i>													
TRANSFERS FROM BRHC	24	22	22	19	16	5	18	10	9	4	10	11	170
TRANSFERS FROM GVMH						16		17	19	22	9	4	87
911	66	51	60	48	59	65	51	53	57	53	40	42	645
TOTAL TRANSPORTS	90	73	82	67	75	86	69	80	85	79	59	57	902
FLIGHTS (# INCLUDED IN 911 ABOVE)				0	1		1	0		1	1		4
<i>NON-TRANSPORTS:</i>													
CANCELLED	8	4	5	5	4	5	7	4	3	7	5	3	60
INVALID	6	5	5	5	1	3	6	3	2	3	2	0	41
REFUSED or NO CARE NEEDED	14	20	18	21	21	21	22	21	19	21	22	20	240
STAND BY	0	0	1	2	1	2	1	2	3	3	0	0	15
TOTAL NON TRANSPORTS	28	29	29	33	27	31	36	30	27	34	29	23	356
													2017 YTD total call volume as of 12/31: 1148